

BARNWELL PARISH COUNCIL

Minutes of the distance meeting of Tuesday 28th April 2020 conducted via video conferencing (ZOOM)

Participants: Councillors H Hanlon (Chair), G Shacklock (Parish & Ward Councillor), C Soans, N Bould, G Wise, D Brown

In attendance: Mrs N Phillips (Clerk),

20/04/071	To receive and approve apologies for absence None received				
20/04/072	Public participation session None				
20/04/073	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. Cllr Soans declared an interest in item 20/04/073				
20/04/074	To co-opt J DeBock as a member of Barnwell Parish Council Resolved: J DeBock duly co-opted.				
20/04/075	To receive and approve for signature the minutes of the meeting held on Tuesday 21st January 2020. Resolved: No errors or omissions brought to the Clerk's attention. Minutes will be presented for signing when BWPC next meets in public.				
20/04/076	To note any matters arising from the minutes not included on this agenda for report only None				
20/04/077	To approve and authorise payment of the following invoices Resolved: Clerk to pass paperwork to Cllr Hanlon for examination and initialling.				
	Cheque	Payee	Item	Amount	Net of VAT
					Power to pay
	100602	Inkwell Printing	Newsletter	£96.00	£96.00
					LGA 1972 S111
	100603	N A Phillips	Mar salary	£199.20	£199.20
					LGA 1972 S112
	100604	Spanglefish	Renewal of Website	£29.95	£199.20
					LGA 1972 S111
	100605	L&SPC	1/3 towards training costs	£14.88	£14.88
					LGA 1972 S111
	100606	N A Phillips	Apr salary	£199.20	£199.20
					LGA 1972 S111
	100607	N A Phillips	Jan/Feb/Mar (to date) expenses	£86.71	£86.71
					LGA 1972 S111
	100608	Groundwork UK	Repayment of unused NHP grant	£6246.00	£6246.00
					NPA 2017
	100609	A Smith	Playground sign lettering	£41.00	£41.00
					LGA 1972 s124
	100611	Carter Jonas	Rec Field rent	£300.00	£300.00
					LGA 1972 s124
	100614	Eon	Street lighting up to 31.03.2020	£89.13	£84.89
					PCA 1957 s3
	100612	NCALC	Subscription and audit 2020/21	£549.39	£549.39
					LGA 1972 s111, s143
	100613	Turneys Landscapes	1/7 cuts to verges	£189.96	£158.30
					H'ways 1980 s96

	Resolved: All payments authorised
20/04/078	<p>To receive the results of the February Internal Finance checks and to resolve to rectify any issues arising from these checks</p> <p>Cllr Shacklock checked items 020, 028, 052 and 070 and picked up the following issues:</p> <p>Item 052 for the poppy appeal states in the agenda and the minutes that the amount was £20.00 whereas the actual amount was £18.50. Minute Ref: 19/11/178 to be altered to reflect correct amount.</p> <p>Item, 028 is for 1/3 share of invoice and Cllr Shacklock noted it is a duplicate and not the original and requested sight off the original before signing checks off. Original invoice misfiled and scanned copy now sent to Cllr Shacklock</p> <p>Resolved: No further action needed.</p>
20/04/079	<p>To consider and resolve the Council's response to planning application received.</p> <p>No applications received .</p> <p>Resolved: No action needed.</p>
20/04/080	<p>To note planning decisions made by ENC</p> <p>None received.</p> <p>Resolved: No action needed</p>
20/04/081	<p>To respond to consultation on proposed telecommunications mast installation – land south of recycling centre, Barnwell Road, Barnwell.</p> <p>Whilst welcoming in principle the proposed mast Cllrs were keen that it be situated in such a way not to be an eyesore to local residents whilst providing the best coverage possible, and requested the Clerk respond to the telecoms company accordingly.</p> <p>Resolved: Clerk to respond as directed. Cllrs to make further comments if felt needed if/when planning application is applied for.</p>
20/04/082	<p>To resolve the mowing schedule in light of Covid-19, and to note the proposed grass cutting regime for the Recreational Field</p> <p>Clerk to contact mowing contractors requesting mowing of verges recommences in late May with strict COVID-19 protocol as laid out in contractors risk assessments being adhered to. Cllr Brown requested he now be permitted to arrange work to trees with contractor being instructed along the same lines.</p> <p>Clerk has instructed contractor to mow whole of Recreational Field in line with Cllrs wishes as discussed on March 17th (see notes of discussion meeting attached to these minutes).</p> <p>Discussion took place on concerns raised about weed-killing that had been carried out throughout the village including the verges and the Green. Concerns were about environmental impact and health and safety if individuals became contaminated from using area. Cllrs were appreciative of the work but because of health and safety regulations and to ensure that BWPC is fully protected by its insurers the Clerk was directed to write to the resident explaining that such work could only be carried out on BWPC land and land/verges that the BWPC already contracts others to mow on its behalf if permission and instruction is given by BWPC, and full risk assessments and training are in place, as it has a duty of care to those using or working on such land.</p>

	Resolved: Clerk to act as directed
20/04/083	<p>To note the Clerk's salary increase</p> <p>Clerk's salary scale to be raised from point 6 to point 9 with annual increase in following years until top of scale range is reached.</p> <p>Resolved: To take effect from April 1st 2020.</p>
20/04/084	<p>In response to the Covid-19 outbreak in the UK and in the event that it is not Possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place.</p> <p>Resolved: All in agreement with the additional clause to be inserted - the Clerk shall have delegated authority to make decisions on behalf of the council only in such circumstances where no Cllr is available to consult with, and where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline</p>
20/04/085	<p>To note the donation of £1000 received from the Barnwell Community Group (BCG) towards the costs of the installation of the village gates traffic calming measures.</p> <p>Donation received and banked. Cllr Bould to continue to chase supplier of VSI signs and arrange for immediate delivery and if the order cannot be fulfilled to request full refund so an alternative supplier can be found</p> <p>Resolved: Clerk to write to BCG Chairman expressing BWPC's appreciation. Cllr Bould to chase up supplier of VSI signs.</p>
20/04/086	<p>To confirm the date of the next meeting of the Parish Council as 19th May 2020</p> <p>Resolved: Meeting date confirmed but it is anticipated that COVID-19 restrictions may mean the meeting is carried out via video conferencing. Clerk and Cllr Hanlon to attend ZOOM training before meeting date.</p>
20/04/087	<p>To close the meeting</p> <p>Resolved: Meeting closed at 20.45</p>

Signed:

Dated: