

PARISH COUNCIL OF HILLESLEY AND TRESHAM

Minutes of Annual General Meeting and June Monthly Meeting

Held by Zoom on 9th June 2020 at 7.00 pm

ANNUAL GENERAL MEETING

1.To elect Chair and confirm Declaration of Acceptance of Office. Cllr D Darlow was elected as Chair of the Parish Council. The Chair undertook to sign the Declaration of Acceptance of Office form in the presence of a witness.

2.To elect Vice Chair and confirm Declaration of Acceptance of Office. Cllr M Humphries was elected as Vice Chair of the Parish Council. The clerk and Chair would make a Declaration of Acceptance of Office form available for the Vice Chair to sign.

3.To consider appointment of committees: The Chair confirmed the council had no current committee.

4.To appoint representative to Assley and Hareley Commons Association. The Chair reported there was limited involvement with the Association in the past. However the council had sometimes appointed a representative, although it had not done so in the last few years. The Chair recommended that if the Association had forthcoming items related to the parish, then a council representative could attend.

5.To confirm delegated powers for the Clerk (Proper Officer & Responsible Financial Officer) Council agreed to renew the two forms of delegated powers for the Clerk. The first related to previous delegated authority with respect to planning applications, and the second was more recently instituted as a consequence of Covid 19 lockdown rules.

JUNE MONTHLY MEETING

Public Participation The clerk had made her contact details available for the Zoom meeting on agendas, websites and noticeboards, but had received no requests from members of the public.

1.To consider apologies for absence. None

2.To consider declarations of interest in agenda items. None

3.To confirm the minutes of the last meeting on the 14th May 2020. Confirmed as a true record and signed by the chairman.

4.To note a report by the Clerk. The clerk reported bank statements now showed the grant cheque sent to the school had been cleared through the council account in mid May; a thank you message had been received from the Baptist Burial Trust for the grant towards maintenance; progress had been made in preparation of financial records and documents towards the annual audit review; and there was outstanding digital file management, especially for OneDrive to ensure files uploaded could be viewed across the system as a whole.

5.To note a report by the Chair. The chair reported the ordered spare pads for the defib had been delivered to him. Consequently if either of the defibs needed a replacement the council will always retain a spare. Any pad used requires a replacement.

6.To receive reports from the County and District Councillors. The District and County Councillors reports (submitted to the Parish Council prior to this meeting) were noted with thanks.

7.Planning applications: To note decisions and consider applications

1.New applications: S.20/1006/AGR, Site For Agricultural Barn, Kilcot Road, Hillesley, Application Type: Agricultural Notification Description: Two concrete storage areas to store fodder beet to be fed to cattle in adjoining barns over winter period. The council decided to make no comment.

2.Applications dealt with under delegated powers - none

3. Decisions: - S.20/0742/DISCON, Church House High Street Hillesley, Discharge of condition 3 (Materials) of S.19/2251/HHOLD -Permitted; S.20/0655/HHOLD, 3 Burden Court Tresham, Demolition of garage and replacement with single storey extension. New garage and porch extension – Permitted; S.20/0255/VAR, Land At Valley View New Mills Lane Hillesley, Variation of condition 2 (approved plans) from the application S.19/0934/FUL- Permitted

8.Finance

1. To monitor performance to date. Cllr M Vaughan reported he had received recent financial statements from the clerk which showed council finances were in order. There was a new current balance following recent clearance of grant cheques for the school and the Baptist Burial Trust.

2. To consider arrangements for further bank signatory. Council agreed to defer this item to the July meeting.

3. Payments were approved for: GAPTC annual subscription (£161.68); Cardiac Science (£2,124.00); Clerk’s salary for April to June 2020; (£571.26).

9.To consider options for council website accessibility. Councillors agreed to accept the quotation from Parish Council Websites as expert suppliers of website services. This to meet legal government criteria to ensure accessibility under new rules applicable from the 23rd September 2020. The clerk would confirm council acceptance of the quote for website Framework changes at £120.00. In addition acceptance of the supporting quotation for £250.00 to review sample Content of 4 website pages and 4 uploaded files. The clerk would also seek guidance on which pages and files would be included in the overall total of Content sampled pages and files.

Action points: The clerk to contact the company with the agreed specification for the council website.

10.To consider response to consultation on dog walking in public spaces. Councillors reviewed District Council consultation for Existing Public Spaces Protection Orders/Dog Control Orders noting one key new area proposed: that the requirement to keep dogs on leads on towpaths and cycleways be discontinued. The council agreed to neither support nor object the changes proposed.

11.To agree date and format for the next Parish Council meeting. The council agreed to continue with the same Zoom format for the next meeting, and to schedule meetings within the concessionary time span allocated other than via a formal monthly subscription. However, this would be reviewed at a subsequent council meeting.

Meeting ended at 8.00 pm.

The next meeting of Hillesley & Tresham Parish Council will be held on Tuesday 14 July at 8.00 pm.

I certify that the above minutes are a true record of the above meeting

Signed Date