

# PARISH COUNCIL OF HILLESLEY AND TRESHAM

## Minutes of monthly Meeting

Held at Hopkins Hall, Hillesley on 20<sup>th</sup> July 2021 at 8.00 pm

**Present:** Cllr S Lee (chair), Cllr S Hayward, Cllr M Humphries, Cllr W Cockram

**In attendance:** County Councillor Cllr L Cohen (part)

**Public Participation.** No public were present.

**1. To consider apologies for absence.** Elizabeth Oakley (clerk)

**2. To consider declarations of interest in agenda items.** Cllr S Hayward declared other interests in two of the grant applications: Hillesley School and Jubilee Field Management Committee. Cllr W Cockram declared other interest in grant application for the Jubilee Field Management Committee. The remaining councillors agreed Cllr S Hayward and Cllr W Cockram would be granted dispensations to speak on these items. There were no other interests declared.

**3. To confirm the minutes of the meeting on the 8<sup>th</sup> June 2021.** Confirmed as a true record and signed by the chairman.

**4. To note a report by the Clerk.** The meeting accepted the report of the clerk.

**5. To note a report by the Chair.** The chair reported on the Parish Council training he had undertaken with Cllr S Hayward. In addition, he had set up a public meeting the previous evening with the representatives of the Badminton Estate regarding their strategies and actions in dealing with the Ash dieback disease. The meeting had been well attended and informative.

*Action points: the chair still awaits the file on the land transfer of the Baptist Burial ground; the chair to speak to the clerk on website presentation and the payroll/ VAT processes undertaken by the parish council. To add as an agenda item for next meeting: adopting the latest version of standard orders for Parish Councils including the use of section numbers. To add as an agenda item for next meeting: planning for the Queens Platinum Jubilee celebrations next year.*

**6. County and District Councillors welcome and introduction.** The chair welcomed the new County Councillor, Linda Cohen to the meeting. Cllr Cohen said she would provide a formal report to all the parish councils she was responsible for by the end of the month. A brief outline was given of her current activities and the meeting was advised there was £1,000 available for highway improvements in the parish. It is hoped the District Councillor will be able to attend the next meeting.

*Action points: the chair and clerk to contact new district councillor to invite to the next parish council meeting.*

**7. Highways, footpaths and waterways.**

*Action points: Agenda item at next meeting to consider how to spend the £1,000 on road safety improvements. The chair to follow up with the ex-chairman regarding outstanding kissing gates.*

**8. Finance**

**8.1. To monitor performance to date.** Cllr S Hayward, as the internal checker, confirmed financial reports had been received, and these and the bank account were in order.

**8.2. Payments:** Tresham cube seats reimbursement to the chairman (Simon E Lee £1,000); GAPTC councillor on-line training (GAPTC £100); GRCC annual renewal (GRCC £25), were agreed.

**8.3 Formal planning for Community Infrastructure Levy spend.** The council agreed some of the CIL monies will be used to repair the bus shelter.

**8.4 To receive update on payments transfer.**

*Action points: Cllr Cockram to assist in finding out the requirements from the bank to enable use of electronic payments.*

**8.5 To consider Grant applications:**

**8.5.1 Grant application from the Jubilee Field committee.** This was for a contribution to buy replacement playground equipment for that which had been condemned by ROSPA.

*Action points: Cllr Cockram to obtain further information, as the application in its current state lacked detail.*

**8.5.2 Grant application from the Hillesley school parents committee.** This was for a contribution to setting up and running the after school club.

*Action points: The Chair to obtain further details as the application in its current state lacked detail and seemed to require support for operational costs.*

**8.5.3 Grant application from Hillesley School.** This was for a contribution for the purchase of a new interactive teaching board for years 5&6. The cost is £1,500. The Council agreed to provide a contribution of £750.

*Action points: The clerk to communicate with Hillesley school to confirm the awarding of the grant.*

**9.Update on Burial Trust and agree actions.**

*Action points: It was agreed to defer this item until the next parish council meeting.*

**10. Consider options for Bus Shelter maintenance.**

*Action points: Quotes to be obtained and included on the agenda for the next parish council meeting.*

**11.Consider co-option arrangements for new Councillors.**

*Action points: Chair to progress for the next parish council meeting.*

**Meeting ended at 9.25 pm**

**The next meeting of Hillesley & Tresham Parish Council** will be held on Tuesday 14<sup>th</sup> September 2021 at 8.00 pm at Talbot Court Farm, Tresham.

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

Signed .....Date .....

