

**Minutes of the Parish Council Meeting
Wednesday, 3rd February 2021
Via Zoom Video Conferencing**

Present:

Cllr Karen Dunn
Cllr Kim Wallace
Cllr Michael Kay
Cllr Jonathan Horton
Cllr John Fox
Cllr Wayne Hadley
Cllr Peter Tennant
Cllr Trevor Wills

Clerk: Michael Kay (Acting minutes)
RFO: Not present

Public: 0

3065 Election of Chairman and Vice Chairman.

Following the resignation of Cllr Clive Hill as Chairman it was agreed that the meeting should be Chaired by the Vice Chairman Cllr Jonathan Horton.

After a short discussion it was **proposed by Cllr Karen Dunn, seconded by Cllr Wayne Hadley**, that Cllr Jonathan Horton should assume the role of Chairman for a period not exceeding six months. **The proposal was approved unanimously.** The Declaration of Acceptance is to be completed before the PC meeting.

Because this created a vacancy for the Vice Chairman post it was **proposed by Cllr Jonathan Horton seconded by Cllr Trevor Wills** that Cllr Wayne Hadley be appointed to fill the vacancy. **The proposal was approved unanimously.** The Declaration of Acceptance to be completed prior to the next PC meeting.

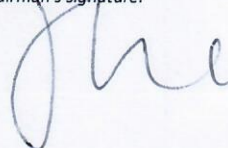
3066 Functioning as an effective Parish council

The chairman referred to the present difficulties following the resignation of the Clerk, the Chairman and the RFO. There was a need for control during what has become a transition period. The Chair and Vice Chair post have been dealt with and the current procedures required investigation and where appropriate up dating. This required the cooperation of all Councillors.

The actions are,

1. Appoint a replacement Clerk.
2. Appoint additional Councillors, there are three applicants.
3. Cllr Peter Tennant to report on the Staff Committee findings in relation to the various resignations.
4. Carole Cox to support Councillors during her period of notice.
5. Confirm the Chair of the committees as; Planning – Cllr Jonathan Horton; Recreation - Cllr Trevor Wills; Staff- Cllr Peter Tennant; Finance – Cllr Michael Kay.
6. Increase the numbers on the Recreation Committee because currently it was not quorate. **Cllr Michael Kay Proposed, seconded by Cllr Kim Wallace** that Cllr John fox be appointed to the Recreation committee. **The proposal was passed unanimously.**
7. The chair of the various committees to be responsible for the calling of committee meetings. Carole cox to act as coordinator. The timing of those meetings to controlled by the Chair.

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8. Each committee to nominate a minute taker who will liaise with Carole Cox for preparation and circulation.

3067 Rules and Procedures of Video Conferencing

The Chairman explained the rules and procedures of Zoom video conferencing.

3068 Clarification of Parish Council Meetings Held via Zoom Video Conferencing

The Coronavirus Regulations 2020 were passed by Government on 1st April 2020 and apply to meetings taking place before 7 May 2021. The regulations enable local authorities to hold meetings remotely including by (but not limited to) telephone conferencing, video conferencing, live webcast, and live interactive streaming.

3069 The Public

None present.

3070 Apologies

None

3071 Declaration of Pecuniary Interests and Dispensations

None

3072 Approval of the Parish Council Meeting Minutes - Held on 6th and 19th January 2021.

The Chairman asked the members if they had read both minutes and if they could confirm these as a true and accurate record.

Cllr Trevor Wills raised the matter of the appointment of panel for the selection of new Councillors which was not covered in the minutes of 19th. It was agreed that this would be noted and that the matter would be dealt with at this meeting. Subject to that it was **Proposed by Cllr Trevor Wills, seconded by Cllr Wayne Hadley that** the minutes be approved.

All in favour

It was resolved that both minutes were a true and accurate record.

3073 Matters arising from the Parish Council Meeting Minutes – Held Wednesday 6th January 2021.

Minute no. 3053 (653.1) – Repurchase of Plot U32

This had been completed.

Minute no. 3053 (653.2) – Fairways quotation.

This had been completed.

Minute no. 3054 – Precept application.

This had been submitted and acknowledged.

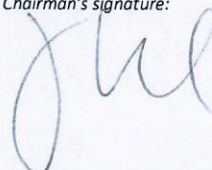
Minute no. 3056 – Parish councillor Interview Process.

This would be virtual.

Minute no. 3063.3 – Groundsmen working arrangements.

Cllr Wayne Hadley reported that it has been agreed with the groundsmen that they will continue to work 'week about' during the current lockdown. He had copies of the recent risk assessment which has been implemented.

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3074 Matters arising from the Staff Committee Meeting - Held on 26th January 2021.

Cllr Peter Tennant reported;

1. The job description for the Clerk has been reviewed.
2. There were three applicants for the Clerks post.
3. The salary for the clerk has been reviewed as it was not being paid at the prescribed rate.
4. Two applicants had submitted their applications, one had missed the deadline which had been extended to Friday 5th January 2021.
5. The resignation letter of the RFO had been received and had been circulated.

It was agreed that the interview panel for the post of Clerk should be Cllrs Tennant, Horton and Hadley. That the role of Clerk and RFO should be merged. This to be communicated to the applicants.

3075 Matters arising from the Planning Committee Meetings - Held on 28th January 2021.

Planning application re 85 Station road.

Request that SMBC to confirm overviewing.

Planning application for children's home.

It was established that this was for three children only. A request had been lodged with SMBC that the number be limited to three.

Planning application at Prologis Site, parallel to Blackfirs Lane.

An application has been made to provide 600 car parking spaces, take out the bund and realign trees to accommodate shift working. The Committee had applied for an extension of the consultation period during which time the PC would engage the services of planning specialists and Mr Cobb. It was noted that the land is in the green belt.

The Planning Committee were requested to consider the following.

Signage

It was requested that SMBC be approached regarding their attitude to signage.

Parking in Marston green Village.

To request the SMBC provide enforcement of parking restrictions.

It was reported,

Florists

The application was for 2 shops and flats. the builders had substantially demolished the building and made it unsafe. SMBC enforcement office had been informed and had acted.

3076 Co-option of new Councillors.

Confirmed that the interviews would be held virtually.

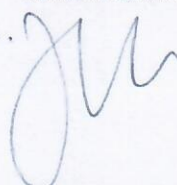
Confirmed that the panel would comprise Cllrs Fox, Wills and Wallace. Cllr Kim Wallace declared an interest in that one of the applicants was known to her. Cllr Jonathan Horton agreed to assist.

3077 Purchase of John Deere Mower.

it was **proposed by Cllr Wayne Hadley, seconded by Cllr Peter Tennant** that the X350R Mower be purchased from Fairways at a cost of £4,000 including trade in and VAT. **The proposal was approved.**

3078 Purchase of replacement Pick up Vehicle.

Cllr Wayne Hadley requested that this matter be carried forward to the next PC meeting.

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3079 Matters arising from the Finance Committee Meeting

The Committee has not met.

The committee requested that the PC approve the budget for 201/22 which had been circulated.

Cllr Karen Dunn proposed seconded by Cllr Wayne Hadley that the budget for 2021 be approved.

The budget for 2021/22 **was approved.**

The committee requested that the Expenditure Transactions List, which had been circulated, be approved.

It was proposed by Cllr Peter Tennant seconded by Cllr Karen Dunn that the Expenditure Transaction List be approved.

The expenditure Transaction List **was approved.**

3080 Correspondence

1. An Email had been received from Sadie Hamilton on 25 January 2021. This related to the land next door to Gorse Farm Sports field and the cutting down of trees. Cllr Wayne Hadley had made enquiries about this issue and undertook to follow the matter further and report back to the next PC meeting.
2. Dave Cuthbert had emailed about the planned installation of EV points in the respective Parish Councils. This had been the subject of a notification from SMBC in November 2020. There had been objections to the proposals by SMBC. It was agreed that the matter should be investigated, and Cllr Jonathan Horton would take the matter forward and report back to the PC at the next meeting.

3081 Date of the next virtual meeting – Wednesday 3rd March 2021 at 6:30 p.m. via Zoom

The chairman closed the meeting at 8:15 p.m.

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