

DEERHURST PARISH COUNCIL

Minutes of the virtual Parish Council Meeting held on Wednesday, 22 July 2020 by Zoom

Present: Len Attard – Chairman
Laura Bromberg
Ben Oldham
Jim Pollard
John Rutter
Jonathan Smith (partial attendance)
CC Awford
Fiona Wallbank – Clerk

Parishioners: None

1 APOLOGIES: Councillor Wilkes, BC Mclain. Councillor Smith will be late.

2 MINUTES OF MEETING: The minutes of the meeting held on the Wednesday, 24 June 2020, having been circulated with the agenda were agreed and signed by the Clerk

3 DECLARATION OF INTEREST: None

4 PUBLIC COMMENT: None

5 PLANNING:

5.1 Applications: None

5.2 Decision: None

5.3 Appeals: None

Appeal Decisions: None

5.4 Neighbourhood Plan (NP): Nothing to report

Other Planning Matters:

The Parish Council has finally received the Officer's report for Bushey House and there are inconsistencies with decisions made on other planning applications in the Parish.

6 FINANCIAL MATTERS:

6.1 Accounts for payment and receipts:

Mrs F J Wallbank –

Salary for 1-31 July 2020	348.12		
Less Tax	<u>69.60</u>	278.52	Via Bank Transfer
Inland Revenue – Refund due to Clerk		69.60	Via Bank Transfer
Countrywide: Carrying out playing field cut on the 4& 17 June 2020	250.00		
	VAT 50.00	300.00	Via Bank Transfer
Ken Preece cut roadside grass verges			
24.6.20	370.00		
	<u>VAT 74.00</u>	444.00	Via Bank Transfer
Wa+erplus – water charges for the period 7 April to 7 July		61.85	Via Bank Transfer
System Force: Upgrade to Windows			
10	35.00		
	<u>VAT 7.00</u>	42.00	Via Bank Transfer
Shirley Fowler – carrying out external Internal audit		50.00	Via Bank Transfer

The Play Inspection Company:
Carrying out annual Rospa Inspection

	195.00		
	<u>VAT 39.00</u>	234.00	Via Bank Transfer
Total:		£1479.97	

Receipts:

Deerhurst Community Preservation Defibrillator funds	415.00		
Total Receipt:		£415.00	

Agree payments for August 2020:

Mrs F J Wallbank –			
Salary for 1-31 August 2020	348.12		
Less Tax	<u>69.60</u>	278.52	Via Bank Transfer
Inland Revenue – Refund due to Clerk		69.60	Via Bank Transfer

Countrywide Ground Maintenance:

1 st , 5 th & 29 July	375.00		
	<u>VAT 75.00</u>	450.00	Via Bank Transfer
Total:		£798.12	

6.2 Financial Statement: Circulated with the agenda. The Councillors agreed for the Clerk to sign this.

6.3 Accounts for the year ended 31 March 2020 – Consider Internal Auditors Report: Clerk reported that Shirley Fowler had completed the Internal Audit and reported as follows:

- Applied the tests as set out in Appendix 8 of the Practitioner’s Guide Governance and Accountability in Local Councils in England and Wales and found them to be satisfactory.
- Confirmed that Risk Management procedures currently in place are completely appropriate, sufficient, and very well monitored in accordance to the Risk Management file.
- Tested payment procedures as against receipts/invoices, cheques drawn and bank statement entries and found these to be satisfactory, also leaving a good audit trail.
- Understands that no Petty Cash system operates within the Parish Council

Mrs Fowler therefore completed and signed Annual Internal Audit Report section of the accounts. She had submitted her invoice for these services.

6.4 Accounts for the year ended 31 March 2020 - Agree and sign Governance Statement: The Clerk took the Councillors through the Annual Governance Statement – it was agreed would be signed by the Chairman and the Clerk.

6.5 Accounts for the year ended 31 March 2020 - Agree and sign accounts: The accounts were agreed and would be signed by the Chairman and the Clerk.

7 MATTERS ARISING

7.1 Apperley Village Hall: Will be re-opening to some user groups. The Clerk said that NALC are encouraging Parish Councils to continue virtual meetings where possible.

Councillor Smith entered

Play Area: This has now re-opened however following the ROSPA inspection the HAGGS piece of equipment has been closed off with a notice and tape. It was reported that the wooden unit was rotten in places and would need urgent repairs. Councillor Oldham and Brian Leeke have looked at what works are required, and repairs could be around £3,000. Brian Leeke was looking at possible grant funding however in the meantime Councillor Oldham asked if there was funding available from the PC to assist with the costs? Councillors agreed that as it is a Community Asset and certainly well used the PC would financially support the repairs. One Councillor said that the PC needs some sort of policy which states what the PC’s priorities are when it came to additional financial help.

CC Awford would investigate what grant funding might be available to assist with the repairs.

Allotments: Allotment path has not been cut for a while now. Clerk spoke to Sam Jenkins at Countrywide and she apologised that they have changed teams and it seem they have missed this area. She assured the Clerk that this would be rectified as soon as possible.

Playing Field: Nothing to report.

7.2 Highways: CC Awford reported that the proposed closure of the A417 at Maisemore scheduled for August has been pushed back to the end of October/beg November.

Closure of School Road for Severn Trent 17-19 August. Pedestrian access allowed. Councillor Pollard is intending to produce a map which can be circulated widely.

Kerb out of Saw Pit Lane onto the B4213 has been ripped up again. The blocks have been placed on the side. Councillor Pollard will contact Glos Highways to ask them to concrete the stones in permanently as it has happened quite a few times this year.

7.3 Public Rights of Way: Councillor Pollard said hedges are gradually closing in and will need tackling with a strimmer. He is still seeing several people who are still using the footpaths.

7.4 Provision of Defibrillator for Deerhurst, Deerhurst Walton:

Deerhurst Defibrillator has been installed and weekly and monthly inspections are being carried out. Deerhurst Villagers raised more money than needed. The PC committed to supporting the defibrillators over the years to come for maintenance etc so villagers would not be asked for any further contributions.

Walton Hill Defibrillator: Defib is still sitting in the Groves shed – Councillors Bromberg and Smith are in dialogue with Villagers as to where this should be placed along with the Post Box and Noticeboard.

7.5 Grass Cutting throughout the Paris: Jim Pollard reported as follows:

- Ken had stopped at the Coombe Canal not gone onto the Chelt
- One or two verges are not getting cut
- Borough maybe cutting more than expected or cost cutting exercise
- Horse Chestnut tree
- In discussion with Highways regarding the grant received for verge cutting

Councillor Rutter asked for a 2-metre cut for most of Deerhurst. Ken Preece would be using a flail which would be a 1 metre cut so therefore if a 2-metre cut is required this would probably cost more. Councillor Pollard said he could produce a map which we could send to Ken Preece.

7.6 Parish Council Website: Councillor Bromberg said she had spoken with Ben Davies who had very kind agreed to build a new website for the PC along the lines of the NDP website – Councillors wanted recorded their sincere thanks to him for this kind gesture. Charlotte Forbes has also kindly agreed to carry out the Accessibility checks and advise the PC of any new legislation they need to follow. Again, the Councillors are most grateful to Charlotte.

8 MATTERS RAISED FOR NOTIFICATION:

Dog Waste Bins: Councillor Pollard reported the following:

- Dog bin beyond Malvern View is broken beyond repair. Glasdon do not support the Retriever 55 model anymore so a new bin would be required.
- TBC has been asked to clear the dog waste that has been left at the site but do date it has not been collected
- Bin on Court Drive is a bigger capacity - TBC could provide this for £200 plus £130 for the base which the PC would have to purchase
- Quote from Wybone for a 112 litre dog and waste bin £233.98 + VAT

Councillor Bromberg said there was quite a log of dog waste bags left around area near the Churchyard. The nearest dog waste bin is at Oddas Chapel.

It was agreed to use the bin purchased for the Cricket Club at the site beyond Malvern View and to look at purchasing a 112-litre capacity dual usage green bin.

Planning Enforcement: Tipping of waste on the flood bund. Councillor Smith would investigate this.

9 DATE FOR NEXT VIRTUAL MEETING: Wednesday, 23 September 2020 commencing at 7.15pm.

The meeting closed 20.35pm