

ECCHINSWELL, SYDMONTON AND BISHOPS GREEN PARISH COUNCIL

Minutes of meeting held ONLINE

Wednesday 13<sup>th</sup> May 2020, commencing at 19.30 hours

**Present:** Cllrs Hall (Chair), Dain (Vice Chair), Bayliss, Kearney, Stamp and Debenham.

**In attendance:** Sarah Jones (Clerk), County Cllr Mellor (part), Borough Cllr Izett (part).

Item		Action
1	<p><b>Apologies</b> There were no apologies as all Cllrs were present, Cllr Izett was not yet present as he would be joining the meeting late.</p>	
2	<p><b>Declarations of interest</b> There were no declarations of interest.</p>	
3	<p><b>Minutes of previous meeting and actions arising</b> To receive and confirm the minutes of the ordinary meeting held on 8<sup>th</sup> April 2020. All Cllrs agree as the Chair cannot sign them, the clerk will pp them on his behalf, as a true record. <b>Actions arising:</b> None</p>	
4	<p><b>Public participation</b> There were no members of the public online to join the meeting.</p>	
5	<p><b>Borough Councillor's Report</b> Borough Cllr Izett joined the meeting at 8.18pm and gave his report out of order, after Item 11(a). Cllr Izett apologised for being late and advised that most of the work BDBC are doing is coronavirus related at present. Principally it involves ensuring the people who are vulnerable and need help are receiving it. Central Government have provided £19.5m to BDBC and this has been distributed to aid 1400 businesses. There is still £1.5m of this to hand out. Getting these funds to the businesses that need it has been a top priority of the borough. The council have also offered their tenants a 3 month deferment on rental payments. The borough has been working with HCC and BVA to ensure people are receiving food donations, and also getting prescriptions. Grants are being provided to support groups and businesses who are providing this assistance. As reported by County Cllr Mellor, waste collection centres in Hampshire have re-opened and the West Berks centres will reopen on Thursday 14<sup>th</sup> May. No public meetings are being held, but planning committee meetings are taking place virtually. They are not able to review as many applications at any one time however so there is a back log. Cllr Izett advised he hopes the Manydown application will be reviewed at such an online meeting at the end of June. Cllr Izett asked if feedback has been received regarding the reduced bin collections. Nothing has been reported from the public, but Cllrs advised their thoughts. Cllr Izett advised garden waste appears to be an issue, and that restoration of the weekly waste collections would be welcomed. Cllr Hall thanked BDBC for the grants which have been received by both Ecchinswell and Bishops Green Village Halls which will be fundamental in getting through this difficult period with no bookings allowed. There being nothing further to report, Cllr Izett signed off at 8.35pm.</p>	
6	<p><b>County Councillor's Report</b> County Cllr Mellor advised he is attending as Cllr Thacker was unable to attend. Cllr Mellor advised there has been a big review of how HCC have responded in the current Coronavirus crisis. He confirmed the council have been inundated with calls for assistance and all calls have been actioned. There have been no problems in the county regarding shortage of PPE and the hospitals are coping well. Approximately 1-3% of children are in school. Cllr Mellor advised the county are starting to look forward, the critical point has passed but it will still take time for things to get better.</p>	

	<p>A committee of Headteachers are working with HCC regarding getting children back to school.  So far £100m has been spent on Corona related issues. The budget will obviously be impacted by this later in the year.  Highways are being worked on and many potholes have been filled. Highways projects are re-starting which is a positive step. HCC have smaller 'dragon patcher' machines for potholes which will hopefully improve access to repair rural roads.  99% of children got their first or second choice schools; with 91% getting their first choice.  Bus usage is down by 85% during the lockdown period resulting in some services being cut; they will resume as soon as possible.  Economic recovery is the next stage and unemployment is a large concern.  Verges are being cut back and maintenance continues.  Cllr Mellor had nothing further to report and left the meeting at 7.52pm.</p>																															
7	<p><b>Planning</b>  a) <b>Planning applications:</b> none  b) <b>Decisions</b> – none.</p>																															
8	<p><b>Finance</b>  <b>Electronic Payments:</b></p> <p>(a) The following payments were agreed for April, the bank reconciliation will be pp signed by the clerk this month:</p> <table data-bbox="300 913 1278 1216"> <tr> <td><b>S Jones</b></td> <td><b>Clerk's salary (April)</b></td> <td><b>£576.54</b></td> </tr> <tr> <td><b>S Jones</b></td> <td><b>Clerk's Expenses (April)</b></td> <td><b>£12.46</b></td> </tr> <tr> <td><b>D McClelland</b></td> <td><b>Litter warden – (April)</b></td> <td><b>£174.40</b></td> </tr> <tr> <td><b>R Wherry</b></td> <td><b>Litter warden - (April)</b></td> <td><b>£111.72</b></td> </tr> <tr> <td><b>HMRC</b></td> <td><b>PAYE – RW, DM, SJ</b></td> <td><b>£27.80</b></td> </tr> <tr> <td><b>HALC</b></td> <td><b>Annual subscription</b></td> <td><b>£403.94</b></td> </tr> <tr> <td><b>Premier Grounds</b></td> <td><b>April maintenance</b></td> <td><b>£442.20</b></td> </tr> <tr> <td><b>Vision ICT</b></td> <td><b>Website hosting Jul 20-Jun 21</b></td> <td><b>£240.00</b></td> </tr> <tr> <td><b>Growing 2gether</b></td> <td><b>May Fayre project</b></td> <td><b>£64.00</b></td> </tr> <tr> <td colspan="2" style="text-align: right;"><b>Total</b></td> <td><b>£2,053.06</b></td> </tr> </table> <p>(b) The actual/against budget for the period to the end of April 2020 was agreed.</p> <p>The clerk raised the insurance which is due for renewal on 1<sup>st</sup> June. The invoice has been received but too late to include in this month's payments. The renewal premium is £684.07 compared to £659.68. Cllrs were unanimous in their agreement that the clerk could proceed with the renewal and pay the premium.</p>	<b>S Jones</b>	<b>Clerk's salary (April)</b>	<b>£576.54</b>	<b>S Jones</b>	<b>Clerk's Expenses (April)</b>	<b>£12.46</b>	<b>D McClelland</b>	<b>Litter warden – (April)</b>	<b>£174.40</b>	<b>R Wherry</b>	<b>Litter warden - (April)</b>	<b>£111.72</b>	<b>HMRC</b>	<b>PAYE – RW, DM, SJ</b>	<b>£27.80</b>	<b>HALC</b>	<b>Annual subscription</b>	<b>£403.94</b>	<b>Premier Grounds</b>	<b>April maintenance</b>	<b>£442.20</b>	<b>Vision ICT</b>	<b>Website hosting Jul 20-Jun 21</b>	<b>£240.00</b>	<b>Growing 2gether</b>	<b>May Fayre project</b>	<b>£64.00</b>	<b>Total</b>		<b>£2,053.06</b>	<b>SJ</b>
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9	<p><b>Correspondence</b>  30th April – Internal auditor: submission dates for the 2019/20 audits  30th April – Derek Mellor; offering further assistance on the hedge cutting issue  4th May – Hampshire Highways; programme of resurfacing works due to start in May  5th May – BDBC Coronavirus Briefing – grants of up to £3000 available. Cllr agreed they are not needed at present.  11th May – Litterwarden – council confirmation he can return to work. This was agreed unanimously.  12th May – Insurance renewal documents.</p>																															

10	<p><b>Highways and Rights of Way</b>  After discussion Cllrs agreed that they would focus on the local roads and advise HCC which are badly potholed and need fixing. These would be reported to HCC. Cllr Debenham will take over this reporting going forward.  The kissing gates are ready to be purchased and the project will move forward once they can be bought.  The lack of grass cutting and maintenance at the St Lawrence's churchyard has been brought to the council's attention. Cllr Dain will inform the relevant parties on the PCC.</p>	<p><b>ALL</b></p> <p><b>MD</b></p>
11	<p><b>New Business</b></p> <p>a) <u>Review of Councillors' areas of responsibility</u>  The areas were discussed and agreed by Cllrs.</p> <p>b) <u>Allotment land ownership – formal lease agreement</u>  This is postponed until the next meeting.</p> <p>c) <u>EVH Land Issue</u>  A member of the public has raised their concerns relating to a potentially unauthorised driveway from the village hall carpark. It has been ascertained that previously a Licence of Access was signed by residents in properties that back onto the village hall car park. Changes in councillors and clerk have meant that these licences have lapsed. In order to clarify the position of all parties in this matter, the council agreed the licence would be re-introduced. The clerk will organise this. Advice will be sought from HALC to ensure the documents are legal and also to establish how often the licences will need to be re-signed.</p> <p>d) <u>Lengthsman jobs</u>  Jobs for the lengthsman's next visit on Tuesday 19<sup>th</sup> May were agreed.  Cllr Hall raised the road verge outside the old churchyard (@ Hyde Platts). The grass has been worn away and he suggested posts or similar could be placed on the verge to stop traffic driving on the grass. Cllrs felt this may be against HCC rules and the clerk will investigate this further.</p> <p>e) <u>Volunteer thank you party ideas</u>  This item was postponed until the next meeting.</p> <p>f) <u>EVH Grass Cutting payment</u>  The paperwork for a £550 grass cutting payment to EVH was circulated and reviewed and Cllrs were unanimous that the discretionary payment should continue to be paid.</p> <p>g) <u>New Councillor</u>  This item was postponed until the next face to face meeting takes place.</p> <p>h) <u>Recycling Centres re-open</u>  As advised by both Borough and County Cllrs, the recycling centres in Hampshire have re-opened and in West Berks will open on 14<sup>th</sup> May.</p>	<p><b>SJ</b></p> <p><b>SJ</b></p>
12	<p><b>Matters for discussion</b></p> <p>a) <u>Pond - algae update</u>  Cllr Dain reported that the weevils have been ordered and should be ready to be used in mid-June. A number of volunteers have been skimming the pond. The council thanks the people who have helped with this.</p> <p>b) <u>BGCA update</u>  Cllr Dain reported that a grant for £10,000 has been received. She thanked the parties involved.</p> <p>c) <u>Parish Magazine</u>  The parish magazine is not being published at present, but Cllr Dain will write a newsletter for the website.</p>	<p><b>PD</b></p>
13	<p><b>Date of next meeting:</b>  Wednesday 10<sup>th</sup> June ONLINE or at Bishops Green Village Hall at 7.30pm.  There being no further business, the meeting closed at 9.20pm.</p>	

## ACTIONS:

After discussion Cllrs agreed that they would focus on the local roads and advise HCC which are badly potholed and need fixing. These would be reported to HCC. Cllr Debenham will take over this reporting going forward.

The lack of grass cutting and maintenance at the St Lawrence's churchyard has been brought to the council's attention. Cllr Dain will inform the relevant parties on the PCC.

EVH car parking/rear driveway access - In order to clarify the position of all parties in this matter, the council agreed the licence would be re-introduced. The clerk will organise this. Advice will be sought from HALC to ensure the documents are legal and also to establish how often the licences will need to be resigned

Cllr Hall raised the road verge outside the churchyard @ Hyde Platts – next to the Old Vicarage. The grass has been worn away and he suggested posts or similar could be placed on the verge to stop traffic driving on the grass. Cllrs felt this may be against HCC rules and the clerk will look into this further.