BROAD CHALKE PARISH COUNCIL

Minutes of the 1026th Meeting of the

Broad Chalke Parish Council

held remotely via Zoom Pro

Wednesday 8 July 2020 at 6:30 p.m.

ATTENDANCE

Mr T Hitchings (Chairman)

Mr M Pickford

Mr D Gilbert

Mr J Alison

Mr Tim Cave-Gibbs

Mrs H Newman

Mrs J Green

Mr E Fry

Mrs E Richter

The Clerk, Mr C Rothwell was in attendance.

**Introduction by the Chairman** covering meeting protocol and arrangements for enabling councillors and members of the public to speak.

If a vote is required, those attending by video will be asked to raise their hand until they have been advised that their vote has been recorded. Any members attending by telephone will be asked to express their vote vocally.

Members of the public are reminded that the Council cannot make any decisions on matters that do not appear on the agenda. If members of the public have questions about matters not on the agenda, they are requested to contact the Clerk outside of the meeting.

There were no requests to attend the Zoom meeting from Members of the public.

1. **To receive apologies for absence**. Apologies were received from Mrs Rachel Holland.
2. **To record declarations of interest from Members regarding items on the Agenda.**

There were none.

1. **Chairman’s Announcements.**
2. The Chairman introduced Emma Richter to the Council as a newly co-opted councillor. As a co-opted councillor Emma will engage in all aspects of Council business but will not have a vote on any decision. The whole Council warmly welcomed Emma.
3. **To approve the Minutes of the Meeting held on 13 May 2020**. These were accepted but will await signature at a face to face Council meeting at some time in the future.
4. **Matters Arising from the May 2020 Meeting**
* **Council Priorities:**  Lead Councillors are asked to keep these firmly in mind and to raise any issues as required.
* **AGAR:** The Clerk has responded to queries from the external auditors in connection with the variances on income and expenditure over the 2019/20 financial year that were largely due to Neighbourhood Planning grants and expenditure and other one-off costs and grants received.
1. **To receive report on post of Village Handyperson and to decide way forward.**

The Clerk reported that two expressions of interest in the position had been received but only one quotation.

The budget for Village Handyperson for 2020/21 is £1500. The quotation received was significantly above the budget.

The Council has the following options:

1. To accept the quote and increase the precept for 2021/22 to cover the increased cost going forward and use reserves this year to fund the additional cost totalling approximately £1500
2. Not to accept the quote and to re-advertise.
3. To enter into discussions with the contractor to see if costs can be reduced.

The Council discussed the position and way forward and it was agreed that the Clerk would re-advertise the position, including through social media; recirculate to Bishopstone and Bowerchalke parish councils; place on public notice boards and councillors to forward to any contacts they have whom might be interested. The Clerk was also asked to contact the contractor to set out reason for decision to re-advertise and to discuss whether any way to reduce costs to within budget.

1. **To receive report on Playground.**

Following the Government’s relaxation on C-19 restrictions and guidance on actions and procedures to councils to consider before reopening play areas, the Clerk undertook an initial Risk Assessment that was circulated to the Parish Council and it was agreed on 3 July to remain closed. This decision was required in light of the Governments relaxation of controls from 4 July. However, the Council had not had the opportunity to meet formally and discuss.

The Clerk outlined the current position and was able to provide some further information on play areas that had reopened.

Full discussion followed.

It was resolved that, with the posting of updated signage and some additional mitigation measures following review of the Risk Assessment, that the play area be opened from Saturday 11 July.

The approach of the Council is to do what it can to mitigate risks and provide information but that responsibility for safe use ultimately rests with the user. The Council will continue with its equipment checks and will implement regular checks on signage as part of the measures to operate the play area as safely as it is able to.

1. **Mill Mead- Anti-Social behaviour.**

Councillor Gilbert briefed the meeting of instances of anti-social behaviour that have been reported to him (drinking, littering and substance abuse). The land is permissive access and owned by Richard and Katie Jowett.

It was resolved in the first instance that the Clerk to raise with the Jowett’s to alert them of the reports, and that the Council will monitor over the next 2-3 weeks. If issues continue then there may require to be report to community policing and further action..

1. **To receive report on Emergency Planning and C-19 recovery plan.**

Nigel and Nicki Tinkler have continued to coordinate the Bowerchalke/Broad Chalke network in conjunction with the Clerk at Bowerchalke and have done an excellent job together with the area coordinators.

The Clerk met with the above to consider how to build the lessons learned from the network into an Emergency Planning process. A proposal will be presented to both Bowerchalke and Broad Chalke Parish Councils in September.

1. **Finance Report**

The Clerk reported bank balance at 1 July of £14,259.57

There are outstanding deposits to be made into the account from receipts from sunflower competition and the Council’s share of VAT refund from the purchase of the SID.

Payments since last meeting:

* Community First insurance renewal £1,250.39
* Clifford Fry for Internal Audit £240.00
* WALC Membership subscription £281.56

Receipts since last meeting: VAT refund of £2,753.31.

Payments to be made for grounds maintenance.

1. **Planning Applications.**

There were none at the time of Agenda circulation. The Clerk had since circulated two applications for councillors to consider and to respond to the Clerk by 13 July.

Councillor Pickford raised a question as to requirements for planning permission for garden structures in conservation are. The Clerk to investigate.

1. **Date of Next Meeting.** Following discussion it was agreed that meetings will remain on second Wednesday of each month at 7.30pm, at east for foreseeable future.

Ideally the next meeting will be back at the village hall. A decision as to whether to meet in August will be taken at the end of the month subject to business to be concluded.