

WEST HENDRED PARISH COUNCIL

Minutes of the Meeting of West Hendred Parish Council held on Thursday 14th May 2020 at 6.30pm by Zoom Conference

Present: Cllr Roy Lennox (Chair), Cllr Dave Clayton, Cllr Ban Bashford, Cllr Sarah Lloyd

Clerk/Finance Officer: Julia Evans

District Councillor: Cllr Janet Shelley

County Councillor: Cllr Mike Fox-Davies

**Members of the
Public:**

		Action:
34/20	POSITION OF CHAIR AND VICE-CHAIR It was agreed that the current Chair and Vice-Chair should remain in post until May 2021. Proposed Cllr Lloyd, Seconded Cllr Bashford.	
35/20	APOLOGIES FOR ABSENCE Cllr Richard Evans	
36/20	DECLARATIONS OF INTEREST None.	
37/20	MINUTES OF THE PREVIOUS MEETING The minutes of the meeting held on 19 th March 2020 were reviewed and approved. Proposed: Cllr Clayton; Seconded: Cllr Lloyd. RESOLVED.	
	MATTERS ARISING FROM THE MINUTES OF 19th MARCH 2020	
38/20	26/20 – (4/20 - 151/19 - 119/19 - 112/19) – Trees on The Greenway Cllr Lloyd presented a quote for £400 +VAT to carry out a full tree survey including tagging and a full report. A second quote of £290 was presented. Clerk to clarify whether the second quote includes tagging and a report.	SL/Clerk
39/20	Registering The Hare As A Listed Building No progress. Clerk to send Cllr Bashford details of the previous application.	Clerk
40/20	UPDATE FROM COMMUNITY SUPPORT GROUP There have been a lot of volunteers but not much take up on help so far. Grants have been received from SSE and the Vale to assist with the support effort. Cllr Lennox thinks this may be needed later for food and other assistance. Cllr Lloyd reported that the prescription collection service was helpful. Cllr Lennox to discuss the grant with Mr Findley.	RL
41/20	DISTRICT COUNCILLORS REPORT Cllr Shelley reported: <ul style="list-style-type: none"> a) That the Vale had supported the Community Support Group b) Oxford All In One website has been created as a central support hub. South and Vale also have a support group. c) Vale staff will continue to work from home for the time being d) Site visits will be allowed to go ahead under specific circumstances and will be risk assessed. e) Business Grants – the Vale will not be able to launch the process until government guidance has been received. f) Planning Committee meetings are to be held online. The first meeting will be held on 26th May. Only Officers and Ward Members will be permitted to speak. Comments sent by email and letter will still be considered. g) Drayton tip will re-open on 18th May with reduced hours and other restrictions. Cllr Shelley was thanked for attending.	

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42/20	<p>COUNTY COUNCILLORS REPORT Cllr Fox-Davies had sent a written report which had been previously circulated. He reported:</p> <ul style="list-style-type: none"> a) A COVID-19 testing site had been approved at Didcot Civic Centre. Bookings will be managed in line with current DHSC guidance. Further information can be found on the gov.uk website. b) The Councillor Priority fund is back this year. c) The Household Waste recycling centres will re-open on 18th May. There are likely to be long queues. d) Road repairs are ongoing. They have been completed more quickly due to reduced traffic. Patching is taking place on the A417, Challow Road in Wantage. Safety schemes are also due to start in Mid-May and include the A4185 Rowstock Roundabout. e) Libraries are open for a digital service. There are thousands of ebooks, eAudio, newspapers and magazines to borrow for free. There is also a music streaming service with over 60,000 albums. f) The County Council's coronavirus web pages have been transformed to provide a more accessible hub of information. g) The District and Council councils are continuing to communicate and action the significant changes being development by Government to support residents, the economy and businesses through COVID-19. A recent key focus has been business grants. h) OCC is supporting 'Businesses Against Scams' run by Trading Standards, in an effort to protect businesses from becoming victims of scams. i) The first virtual Full Council meeting took place on 4th May using MS Teams. <p>Cllr Lloyd asked whether WHPC could apply for the Councillor Priority Fund. Cllr Fox-Davies agreed that we could; £1875 is available.</p>	
43/20	<p>POLICE REPORT No report.</p>	
44/20	<p>OPEN FORUM No members of the public.</p>	
45/20	<p>PLAYING FIELD</p> <ul style="list-style-type: none"> a) Playground Inspection. Inspections have been suspended while the playing field is closed to the public. The RoSPA inspection has been booked for July. b) Fort Replacement Project. Cllr Lloyd reported that installation work has started but progress is very slow. The final sign off and inspection is critically important. The windows of the Village Hall will be used the last week in May so the installation needs to be complete by then. The Playing Field gates will need to be locked if play areas cannot be re-opened. c) Agility Trail replacement. This will not be progressed until the Fort Replacement is complete. Cllr Lloyd will apply to the Councillor Priority Fund. d) Play Park Trees, Work is scheduled to start w/c 25th May. 	SL
46/20	<p>PLANNING MATTERS None</p>	
	<p>FINANCIAL MATTERS</p>	
47/20	<p>Approval of May Payments The payments for approval totalled £1095.22. Proposed Cllr Clayton, Seconded Cllr Lloyd. RESOLVED.</p>	
48/20	<p>Annual Governance Statement This had been previously circulated. The statements were read out and it was agreed that the YES box could be ticked on all of them. Proposed Cllr Lloyd, Seconded Cllr Clayton. RESOLVED.</p>	

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49/20	Annual Accounting Statement This had been previously circulated. It was reviewed and approved. Proposed Cllr Lennox, Seconded Cllr Bashford. RESOLVED.	
50/20	Renewal of Insurance Policy The quotation had been previously circulated. The Clerk confirmed that the cover was correct. The renewal was approved. Proposed Cllr Clayton, Seconded Cllr Lloyd. RESOLVED.	
51/20	Invoice Payment The proposal to pay contracted invoices on a monthly basis was approved. Proposed Cllr Lennox, Seconded Cllr Clayton. RESOLVED.	
52/20	Grant request from West Hendred PCC. The grant is usually 50% of the cost of cutting the grass in the cemetery. That figure has not been provided, but it was noted that the cost has increased by 2.6%. It was agreed to award 50% of the cost of the grass cutting up to a maximum of £150. The exact amount to be confirmed. Proposed Cllr Lennox, Seconded Cllr Bashford.	
53/20	Ongoing support for cemetery grass cutting The correspondence from NALC, OALC and MHCLG had been circulated. It was agreed that the situation is ambiguous and it was agreed to follow the advice of MHCLG and continue support. Proposed Cllr Lennox, Seconded Cllr Lloyd. Agreed unanimously. RESOLVED.	
54/20	Bank Account Access Cllr Lennox now has access. Cllr Lloyd to apply for online banking.	
55/20	REVIEW OF RISK ASSESSMENT Carried forward to the July meeting.	C/F Clerk
56/20	GDPR ACTION PLAN a) Councillor email accounts. All Councillors were urged to move to their Parish Council accounts. Cllr Lloyd asked for Mr Findley's email address as she was experiencing problems.	
57/20	MISCELLANEOUS CORRESPONDENCE a) Heavy Traffic through village. A complaint had been received about heavy vehicles coming through the village. Discussion followed on the best course of action. Cllr Lennox to contact Cllr Fox-Davies b) Defibrillator. A resident had requested information on how the defibrillator works. Clerk to put a note in the newsletter.	RL Clerk
58/20	NEWSLETTER ITEMS a) Defibrillator – see minute reference 57/20 b) above.	
59/20	AOB (for information only) Fly tipping was reported between the Icknield Way and the Allotments.	
60/20	PARISH COUNCIL MEETING DATES FOR NEXT 12 MONTHS The following dates were agreed: Thursday 16 th July, Thursday 10 th September, Thursday 12 th November, Thursday 14 th January 2021, Thursday 11 th March 2021, Thursday 13 th May 2021.	
61/20	DATE OF NEXT MEETING Thursday 16 th July at 6.30pm.	

The meeting closed at 7.41 pm

Signed

Dated

