

WEST HENDRED PARISH COUNCIL

Minutes of the Meeting of West Hendred Parish Council held on Friday 17th July 2020 at 6.30pm by Zoom Conference

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

Clerk/Finance Officer: Julia Evans

District Councillor:

County Councillor:

Members of the

Public:

		Action:
66/20	APOLOGIES FOR ABSENCE None.	
67/20	DECLARATIONS OF INTEREST Cllr Lennox for agenda item 11b,	
68/20	MINUTES OF THE PREVIOUS MEETING The minutes of the meeting held on 14 th May 2020 were reviewed and approved. Proposed: Cllr Clayton; Seconded: Cllr Bashford. RESOLVED.	
	MATTERS ARISING FROM THE MINUTES OF 14th MAY 2020	
69/20	38/20 (26/20 – 4/20 - 151/19 - 119/19 - 112/19) – Trees on The Greenway Cllr Lloyd had presented the cost from Andrew MacLean. Still awaiting a quote from Oakleaf. Clerk to chase. Cllr Clayton to chase Oakleaf regarding the felling of a diseased Ash Tree in the playing field.	DC/Clerk
70/20	39/20 (162/19) - Registering The Hare As A Listed Building Cllr Bashford had reviewed the previous application and felt that it was not worth applying again as the building was not under threat. He proposed that the building be added to the local Historic Environment record. Cllr Bashford to action this.	DB
71/20	UPDATE FROM COMMUNITY SUPPORT GROUP Activity has been low as people were looked after by their own local groups. However the group is still available if it should be needed in the future.	
72/20	DISTRICT COUNCILLORS REPORT No report.	
73/20	COUNTY COUNCILLORS REPORT Cllr Fox-Davies had sent a written report which had been previously circulated. He also reminder the Parish Council about the Councillor Priority Fund. Cllr Lloyd is working on an application.	
74/20	POLICE REPORT No report.	
75/20	OPEN FORUM No members of the public.	
76/20	PLAYING FIELD <ul style="list-style-type: none"> a) Playground re-opening plan. Cllr Lennox had circulated a proposal. Cllr Clayton noted that the Parish Council is under pressure from the community to re-open the playing field. It was agreed that <ul style="list-style-type: none"> a. the playing field should be re-opened as soon as possible, with the onus being on the users to ensure COVID safety measures are adhered to. b. a risk assessment was required prior to re-opening. c. not to wait for the RoSPA inspection, and not to pay for this 	

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	<p>to be brought forward. The Parish Council would carry out the inspection/assessment. Cllrs Lennox, Clayton and Lloyd to do this.</p> <p>d. the agility trail should be closed off because of the safety risk.</p> <p>e. to consider the installation of hand sanitiser stations at each gate. A sum of £300 was agreed for this. Clerk to circulate details. Afternote: Following the inspection on the Playing Field on 18th July it was agreed not to install sanitiser stations.</p> <p>f. Clerk to order 200m barrier tape to close off the agility trail.</p> <p>Proposed Cllr Evans, Seconded Cllr Lloyd.</p> <p>b) Playground Inspection. Covered in minute reference 76/20 a) above.</p> <p>c) Fort Replacement Project. The installation is now completed. It was agreed that the final invoice could be paid. Cllr Lloyd to send an email to Richard Pennington about the handling of the project. To be circulated to Councillors prior to sending.</p> <p>d) Agility Trail replacement. Cllr Lloyd reported that she had begun an application for a grant from the Councillor Priority fund and had asked for a quote for a basket swing. She was also looking at other options.</p> <p>e) Play Park Trees, Covered in minute reference 69/20 above.</p>	<p>SL/RL/DC</p> <p>Clerk</p> <p>SL</p> <p>SL</p>
77/20	<p>PLANNING MATTERS</p> <p>a) P20/V1363 – Land adjacent to Downs House Farmyard, Ginge. Erection of new agricultural dwelling with associated landscape works and access. At the planning meeting held on 9th July it was agreed to support this application.</p> <p>b) P20/V1459/HH – Tames Farmhouse. Demolition of double garage. Construction of a two storey side extension and a single storey rear extension, and associated works, including the insertion of a new window and three skylights. Cllr Clayton pointed out that this was an amendment to previous application. It was agreed that the response should include the previous comments that there should be no contractor parking or storage on village road. The Parish Council had no objection to the application.</p> <p>c) P20/V1562/HH - The old cottage. Variation of condition 3 of application P19/V1663/HH- revise the arrangements for the garage elevation facing the road Demolition of existing garage. Erection of a new timber garage / garden building. Response due by 7th August. Councillors to review and respond by 7th Aug. Cllr Clayton stated that he had no objection to the application.</p>	<p>RL/SL/DB/RE</p>
	FINANCIAL MATTERS	
78/20	Ratification of June Payments. The June payments totalling £1054.57 were ratified. Proposed Cllr Clayton, Seconded Cllr Lennox. RESOLVED.	
79/20	Approval of July Payments The payments for approval totalled £15440.40. Proposed Cllr Clayton, Seconded Cllr Lloyd. RESOLVED.	
80/20	Internal Audit Report The quotation from Lightatouch was presented. Cllr Lennox proposed accepting the quote and re-appointing Lightatouch. Seconded Cllr Evans. RESOLVED.	
81/20	Appointment of Internal Auditor for 2020/21 This had been previously circulated. It was reviewed and approved. Proposed Cllr Lennox, Seconded Cllr Bashford. RESOLVED.	
82/20	Bank Account Access Cllr Lloyd to apply for online banking.	SL

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83/20	REVIEW OF RISK ASSESSMENT The risk assessment had been previously circulated and was adopted. Proposed Cllr Lennox, Seconded Cllr Clayton. RESOLVED. Clerk to circulate a summary of the tasks to be carried out.	Clerk
84/20	GDPR ACTION PLAN a) Councillor email accounts. Clerk to send Cllrs Bashford and Clayton the details for the emails accounts.	Clerk
85/20	MISCELLANEOUS CORRESPONDENCE a) 30 mph signs. Cllr Clayton reported that the 30 mph signs at the southern end of the village were very faded. Clerk to contact OCC. Cllr Clayton to send a photo.	Clerk/DC
86/20	NEWSLETTER ITEMS a) Dog Thefts. Cllr Clayton reported that there is an issue with dog thefts around the countryside. Cllr Clayton to provide the words for a newsletter item.	DC
87/20	AOB (for information only) a) Cllr Lloyd to complete the Magnox end of project report. b) Mr Findley is to attend training to become the Fix my Street Super user.	
88/20	DATE OF NEXT MEETING Thursday 10 th September at 7.30pm	

The meeting closed at 8.45 pm

Signed

Dated

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