

DRAFT

The Minutes of the Meeting of Berrow Parish Council held via Zoom video conferencing at 7.00pm on Tuesday 21st July 2020

Present: Cllrs Ruth Coates (Chair), John Dudfield and Paul Lewis,

In attendance: The Parish Clerk

There were no matters for discussion before the meeting so no adjournment for the discussion of views.

1. **Apologies:** Cllr. Mike Thomas.

2. **Chair update:** Mike Robson resigned from the Parish Council in April 2020. There are three vacancies which have been advertised in the parish magazine, on the Parish Council noticeboard and on the Pendock Parish Council noticeboard. However, there has been no interest. Parish Council to consider leaflet drops direct to residents or by, for example, the milkman, or by word of mouth,

The impact of COVID-19 has resulted in a change of legislation that allows for:

- a. No AGM to be held in 2020 and the current Chair to remain in position with the agreement of the Parish Councillors. This agreement was received.
- b. Meetings to be held virtually thereby enabling the Parish Council to fulfil it's obligations to hold a minimum of three meetings per year (excluding the AGM) and for the Councillors to attend the meeting as required by statute.

The Guardianship of the defibrillator at Hollybush has changed. The defibrillator's records have been updated with the details of the new Guardian.

3. **Declaration of Interests:** All Councillors were reminded of their duty to keep their register of interests updated and were asked to declare any personal interests in items on the agenda.

4. **Minutes:** The minutes of the Parish Council meeting held on 3rd December 2019 and the End of Year Financial Sign Off meeting held on the 9th June 2020 were approved. The Clerk to send the minutes to the Chair for signature.

5. **Progress Reports:**
 - a. **M50 bridge works / Severn Trent Water:** The Queens Arms Bridge fully reopened on the 12th July 2020. Bury Court bridge is due to reopen on the 24th July 2020 and Pendock Sledge on the 7th August 2020. The work on the M50 is due to be completed by the end of

DRAFT Minutes of Berrow Parish Council 21st July 2020

August 2020. Both Netherley Lane and School Lane (with the exception from Netherley Lane to B4208, to be completed once Pendock Sledge bridge has reopened, and by Underhill Farm due to water leakage) have been resurfaced. The Severn Trent Water works has been completed.

- b. **Farley's Ground:** Update from the Malvern Hills District Council:
 - An enforcement order has been issued relating to the structure on the property. The order will come into force in October 2020, allowing time for an appeal.
 - Malvern Hills District Council has determined that the land level and drainage concerns currently require no further action.
 - c. **Website Update:** Councillors were reminded to send a short bio of themselves to the Clerk. The Clerk has received some photos of Berrow to load onto the site, but is still looking for any background information about the parish.
 - d. **Berrow Charities Update:** The Clerk confirmed that the tenancy agreement was signed and sent back to Fisher German. The Clerk confirmed that rent payment was payable every 6 months, although the Charities only got an annual payment from Fisher German. The Chair confirmed that the annual rent had been received in December 2019. A discussion took place regarding how to distribute funds and if something relating to COVID-19 would be possible.
6. **Village Hall:** Following its closure in March 2020 due to COVID-19, the Village Hall reopened on the 18th July 2020. The regular groups who hire the hall have no plans to return until September at the earliest, however the Church will use the hall for attendees wishing to use the facilities. A replacement for Michael Robson to represent the Parish Council on the Village Hall committee needs to be appointed. It was agreed that the Parish council are supportive of the Repair Café initiative.
7. **Revised Code of Conduct:** Agreed to be adopted by the Parish Council.

DRAFT Minutes of Berrow Parish Council 21st July 2020

8. Finance Report:

- a. The Council approved the following:

Berrow Parish Council Financials 2020/21

Transactions since last meeting:

<u>Details</u>	<u>Income</u>	<u>Expenditure</u>
Opening balance: 03/12/19 (taken from last reported bank statement)	£3,006.41	
 Actuals		
Defibrillation (parts)		-£44.28
Lengthsman	£1,180.00	-£767.00
Berrow with Pendock PCC		-£250.00
Admin		-£286.25
Salary		-£300.00
Website		-£53.95
Precept	£1,275.00	
Insurance		-£257.60
 Sub Total:	 £2,455.00	 -£1,959.08
	<hr/> £3,502.33	
 Balance per banksheet:		
Current account no. 12	£3,502.33	
 Outstanding Transactions: (To be reported on in next meeting)		
Cheque number: 346		£30.00
Cheque number: 347		£295.00
Cheque number: 348		£240.00
Cheque number: 349		£60.00
 Sub Total:		 £625.00
 Closing balance: 20/7/2020 (including outstanding transactions)	 £2,877.33	

- b. The Clerk to send the Finance Report, along with the relevant bank statement, to the Chair for signature.
- c. The Clerk explained that the Lengthsman scheme had initially be postponed due to the COVID-19 situation but following a risk assessment it has resumed.

9. Correspondence:

- a. **Berrow with Pendock PCC:** A letter has been received thanking the Parish Council for the £250 donation towards the upkeep of the churchyard.
- b. **Midlands Air Ambulance Charity:** A letter has been received thanking Berrow Parish Council and Pendock Parish Council for the £20 donation resulting from the Christmas Wreath Competition.
- c. **Planning Application:** 19/01546/HP – Farley House. Application has been approved.
- d. **Planning Application:** 18/01645/LB – The Hawthornes, Chase End. Application has been approved.

10. District/County Councillors Report:

The District Councillor provided the following report:

Covid-19. The District is slowly moving from a Rescue and Response stage to Recovery but it is a slow process. The Council has received funding to try and welcome back the High Street and make shoppers feel safe. Part of this has been to open up the water front at Upton to encourage restaurants and pubs to spill out into the roadways. We are still a long way from returning to any form of normality but the weekly street market in Malvern has begun again and shops have reopened albeit with a short supply of stock. Regulatory Services have also been out assisting food and beverage businesses to make sure compliance's are met and that all is safe for us to eat out again.

Malvern Splash and Tenbury Pool remain closed for refurbishment and will not reopen until the end of the year.

The District Council is a member of the Rural Services Network and they are seeking views on Revitalising Rural:Realising the Vision campaign.

Parishes are being encouraged to contribute to this. The consultation covers a wide range of issues from digital connectivity to village schools

<https://rsnonline.org.uk/rsn-launches-revitalising-rural-consultation>

DRAFT Minutes of Berrow Parish Council 21st July 2020

And finally, the annual canvas which checks details of everyone registered to vote in the District is back. Letters go out for homeowners to complete and any that are not filled in are visited. Visits will not happen this year so if you are aware of new people in the Parish who may have not received the form they will need to register on-line www.gov.uk/register-to-vote

11. Councillors reports and items for future agenda:

- a. The Clerk to contact the district councillor for an update regarding the traveller site on the B4208.
- b. The Parish council has been approached regarding the destruction of the oak tree at Whiteleaved Oak. Although it is situated just outside the Parish boundary, the Parish Council agreed that it is willing to get involved or provide help from a community aspect or, if the Community in Whiteleaved Oak wanted to do something.
- c. The Clerk to contact the Highways department regarding the railings at Camers Green being boarded over to see if it breeches any regulations.
- d. The Parish Council has become aware of break-ins in Eldersfield and urge people to be vigilant.

12. Date of Next Meeting: The next Berrow Parish Council meeting will take place at 7:00pm on Tuesday 6th October 2020. Location to be determined.

The meeting closed at 8.30pm.

Signed

Chair

Date.....
