

Hill & Moor Parish Council

Clerk: Mrs Jo Adams
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Minutes of the Parish Council Meeting

held via video-conferencing software on

Thursday 9th April 2020 at 7pm

Present: Cllrs T. Betteridge (Chair), P. Jeanes, Mrs A. Jeanes and Mrs P. Stone

Also present: J. Adams, Clerk; County and District Cllr Mrs L. Tucker

1. Apologies: Apologies had been received from Cllr D. Saunders.

2. Declarations of Interest: There were none.

The meeting was adjourned for Public Question Time

Notes can be found at the end of these minutes.

3. Minutes: It was agreed that the minutes of the Parish Council meeting of the 5th March 2020 were a true and accurate record.

4. District and County Councillors reports: Cllr Tucker reported that guidance on the coronavirus had been sent round from both the District and County Councils. At Wychavon, the Planning Committee was due to start meeting again but the details of how were still being finalised. In Pershore, the doctors' surgeries and pharmacies were organising deliveries of prescriptions so that people didn't have to come out to collect them.

5. Parish Councillors reports: There had been some fires started on the field off the A44. Cllr P. Jeanes reported that the CCTV was on hold at present as companies were in lockdown.

6. Progress reports

- a) Review of actions from previous meeting: The action points were reviewed.
- b) Playing Field and mowing: New signs regarding littering and dog fouling would be purchased – this was agreed. Cllr P. Jeanes had sourced a chain and padlock for the portable goals, although these were now delayed. Mowing: Sandfields had furloughed their staff so were unable to carry out any cuts. The cut and collect had received positive comments from parishioners. The field would need to be cut before the pitch works took place, so if the mower wasn't available in time, the grass-cutting contractor would be asked to carry out the work.
- c) Play area: Cllrs Jeanes were still carrying out the weekly inspections. There was little use of the play area during the lockdown, although the basket swing was getting occasional use as it sat outside the enclosed area.
- d) Flood / Drainage: Nothing to report.
- e) Footpaths: Nothing to report.
- f) Village Hall: There still seemed to be a problem with hall hirers failing to close doors when they left, leaving the building vulnerable to trespass. This would be a particular problem after the audio-visual equipment had been installed. Some discussions had taken place with one of the CCTV companies about security systems for the hall, and an additional camera on the hall itself. This needed to be discussed with the Village Hall committee, but this appeared to be on hold as well. There had been suggestions of a video-conferencing meeting of the committee members but it had not been

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progressed by the chairman. Cllr Stone suggested that the Village Hall camera could potentially be agreed by email.

- g) Neighbourhood Watch: Nothing to report.
- h) Landfill Site: There was nothing to report. The landfill site was currently closed due to the coronavirus.
- i) Lengthsman: The County Council had requested that lengthsman be stood down for the time being.
- j) Newsletter: The Spring newsletter had been cancelled and a decision on the next one would be discussed in due course.
- k) Report from NHB /S106 Group: The pitch contractor would be contacted for an update on when works would commence.
- l) Report from the Village Hall and Events Group (VHEG): Field Day would be discussed later on the agenda.
- m) PACT: Nothing to report.

7. Planning

a) **To discuss and comment on any current planning applications:** There were none.

b) **Wychavon District Council Decisions:**

Application Number	Address concerned	Description of works	Hill & Moor PC response	Wychavon Decision
19/02622/RM	Land off Chestnut Close, Lower Moor, Worcestershire	Application for approval of all reserved matters following outline approval W/16/00845/OU for the erection of 5 dwellings.	Objection due to drainage	Approved

c) **To note or discuss Planning Correspondence, Information and Issues:** There were none

8. **Finance:** To report on the financial situation of the Parish Council and to approve cheques for payment

Income since last report

Date	Received from	Details	Total £
17/01/2020	WCC	Lengthsman Jul - Sept '19	392.00
28/02/2020	Pershore Rugby	Hire 23rd Feb	25.00
04/03/2020	WCC	Lengthsman May & Jun '19	369.83
04/03/2020	WCC	Lengthsman Dec '19 - Jan '20	157.50
09/03/2020	Lloyds Bank	Bank Interest	0.63
17/03/2020	Pershore Rugby	Hire 1st & 4th Feb	50.00

Payments for approval

Date	Payee	Detail	£ inc VAT
02/03/2020	Npower	Play field elec 2/12/19 - 1/03/20	45.47
06/03/2020	Shaun Strange	Repair vandalised field light (Mk II)	30.00
11/03/2020	Wychavon DC	Supply and install dog waste bin Church Lane	621.74
12/03/2020	CALC	Chairmanship training Cllr Betteridge/Jeanes	80
31/03/2020	J. Adams	Salary Mar '20	285.23
31/03/2020	J. Adams	Phone/computer Mar '20	17.50
31/03/2020	Smartcut	Field cut and collect	300.00
31/03/2020	HMRC	PAYE Q4 2019/20	213.80

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01/04/2020 NEW YR	Parish Online	Mapping subscription	36.00
01/04/2020 NEW YR	CALC	Subscription 2020/21	482.82
03/04/2020	EON	Streetlighting electricity 01/01/20 - 31/03/20	244.68

Current account - Lloyds - A/c 01865441

Balance as at 02/04/20 11,608.14

Savings account - Lloyds - A/c 07578509

Balance as at 02/04/20 25,075.22

Total cash assets **36,683.36**

Ringfenced

Flood alleviation		10,000.00
Overpayment of grant funds		1,591.46
CIL		179.61
Grant funds	Village Hall improvements	5,531.55
Bonfire funds		1,272.60
Total Ringfenced		<u>18,575.22</u>

Earmarked Reserves

Asset Maintenance / Replacement / Disposal	3,000.00
Purchase Asset	3,500.00
Total Earmarked Reserves	<u>6,500.00</u>

General Reserve **11,608.14**

(Total cash assets less Ringfenced funds and Earmarked Reserves)

It was resolved to approve the items for online payment.

9. To discuss a village helpline: Cllr Tucker confirmed that other villages were putting in place help with shopping etc for vulnerable residents who were self-isolating at home. The councillors discussed what information could go on a leaflet that would be distributed round the village. There was now a Worcestershire helpline number also, and many of the local food businesses were offering delivery services. The following were agreed: that an email would be sent round the residents' email list requesting volunteers; that the council would open a Square account to process payments if this proved necessary; that a leaflet would be drawn up and distributed to every household in the village; that a helpline number would be published for people to call. Cllr Tucker would supply a copy of the Bishampton leaflet. She also offered to put forward £500 towards costs if necessary. It was resolved that the council would put £100 aside for costs as well.

10. To discuss the purchase of a mower and mulch kit: Following last month's discussions, the cost of the mower was clarified and it was resolved to purchase the mower with a mulch kit from Ron Smith Ltd, which presented best value from the quotations put forward. The total price would be £7,435.

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11.To discuss cancellation or postponement of the Annual Parish Meeting: It was resolved that the Annual Parish Meeting would be cancelled for 2020 due to the coronavirus. It was further agreed that the council would retain its existing Chairman and Vice Chairman for a further year, both as permitted by the new legislation, The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020. Cllrs Betteridge and P. Jeanes confirmed their willingness to continue in their roles.

12.To discuss cancellation of Field Day: It was resolved that Field Day should be cancelled due to the coronavirus.

13.To discuss leaflet dispensers in the phone box: Item deferred.

14. Correspondence for Information: The following correspondence had been received and circulated:

- Notification that Councillor training, the Spring Conference and many other events had been cancelled
- Many emails had been received concerning coronavirus advice and actions that were being taken.
- A letter from Worcestershire Regulatory Services concerning the advertising for new licence applications.
- Notification of delays in planning services at Wychavon.
- Notification that the Worcestershire Minerals hearing had been postponed.

15. Clerk's report: Audit deadlines had been extended but it was hoped that the end of year closure could take place within the usual timescales regardless.

16. Summary of Councillors' agreed actions: The list would be circulated round in due course.

17. Date of next meeting and items for next agenda: An extraordinary Parish Council meeting would take place on Thursday 23rd April to discuss a recently received planning application. The Annual Meeting of the Parish Council would take place on Thursday 14th May. Items for next meeting: Clerk's appraisal.

The meeting was closed at 8.50pm.

Public Questions

There were none.