

HEYDON PARISH COUNCIL

Minutes of the Remote Parish Council Meeting held on Tuesday 16th June 2020

Present: Councillors Mrs D MacFadyen (DM)(Chairman) Mrs S Oliver (SO), Mr J Arthur (JH)
District Cllr Roberts (DR)
Mrs S Walmesley (Clerk) with no Members of the Public

6.30pm PARISH COUNCIL MEETING

1. CORONAVIRUS ACT 2020

1.1 To amend Standing Orders to allow remote attendance at meetings

Parish Meeting Covid-19 Directive Updates:

1. Regulation 6(c) removes the requirement for the parish council to hold an Annual General Meeting 2020.
2. With local authorities not required to hold annual meetings under these regulations, current appointments will continue until the next annual meeting of the authority or when the local authority determines, the Explanatory Memorandum states. "This provides, in the absence of an annual meeting, continuity of membership."
3. Regulation 5 details the requirement for public meetings to be held at a 'place' which can be electronic, digital, or virtual with members and the public being able to attend remotely and to be heard and where possible seen by other members and members of the public.

Councillors agreed to amend the adopted Standing Orders to allow remote attendance at meetings.

2. CO-OPTION OF PARISH COUNCILLOR

There had been one application for co-option from Mr Steve Wright. On a proposal by Cllr Oliver, seconded by Cllr Arthur, Mr Wright was co-opted onto Heydon Parish Council. The Clerk would advise Mr Wright and invite him to the next meeting,

-Clerk

3. APOLOGIES FOR ABSENCE AND DECLARATIONS UNDER THE CODE OF CONDUCT

Apologies were received from Cllr Fowler ???. There were no interests declared.

4. PUBLIC QUESTIONS ON AGENDA ITEMS AND FOR DISCUSSION AT FUTURE MEETINGS

There were no members of the public in attendance.

5. TO APPROVE MINUTES OF

5.1 The Parish Council Meeting held 21st January 2020

The minutes as circulated were taken as read and then approved as a true record and would be signed by the Chairman.

6. MATTERS ARISING (requiring urgent attention)

6.1 Bus Shelter

The Chairman reported that work to the bus shelter floor was still outstanding which was probably due to the restrictions of shops which were now open.

6.2 Footpaths

The growth on the Bran Ditch had been cut back by the contractor.

Cllr Arthur advised that the footpath across the field from Chishill Road had still not been reinstated. It could however be walked as the ground was hard. He suggested that once the field was harvested action be put in place to urge the reinstatement. The Clerk suggested that this should be done through the County Council website where the Rights Of Way officer would be able to pick up the report.

-JA

The Chairman advised that there were now more travellers on the Ickneild Way, She was aware that they could not be moved on at this time due to the pandemic but would make the County Council Enforcement Officer aware, Cllr Roberts advised that she had also received complaints about the travellers who were on private land. Walkers felt

-DM

intimidated and people were very nervous.

7. COUNTY AND DISTRICT COUNCILLOR REPORTS

7.1 District Council

Cllr Roberts expressed her disappointment at the unsuccessful attempt to change the SCDC planning delegation process. The District Council did agree that there would be a review.

The Planning and Enforcement Officers had recommenced site meetings so any concerns in the village the officers should be able to visit.

Government Business grants were going out to small businesses.

Cllr Roberts concluded her report by advising that she had some concerns over the District Council investment program which she would report on at the next Parish Council meeting.

The Chairman thanked Cllr Roberts for her report.

7.2 County Council

The Clerk confirmed that she had sent an invitation to Cllr McDonald.

8. FINANCES

8.1 To receive the financial statement and to approve the payment of bills

CAPALC

Affiliation Fee 2019/20	£170.66	
DPO Membership	£ 50.00	£220.66
MR G HETRICK		
Cleaning of finger post		£ 25.00
COMMUNITY HEARTBEAT		
Annual Support (inc £27.00VAT)		£162.00
TOTAL		£417.66

The following payments had also been made since the last meeting on the 21st January 2020 –

MR W CROTTY

Clearance of Bran Ditch £1400.00

HEYDON DCC

Hire of Church for Parish Council Meetings November 2019 –January 2020 £ 104.01

MRS D MACFADYEN

Reimburse for Chalk Pit weedkiller £ 13.49

MRS S WALMESLEY

Clerks salary and expenses January –March 2020 £587.35

HMRC

PAYE January –March 2020 £120.00

EDF ENERGY

Bus shelter light -3 months £27.00

MR B COOTES

Nettle treatment at Chalk pit £30.00

MR W CROTTY

Grass and hedge cutting £460.00

AGREED. Proposed Cllr Oliver, Seconded Cllr Arthur

8.2 Change of Bank Signatories

There was no update made.

8.3 Annual Audit Report 2019/20

The Clerk advised that the internal audit had been carried out and the Annual Return signed.

8.3.1 Agreement of Governance Statement

The statement was read by Councillors. Councillors agreed that the Statement could be signed with all sections showing Yes except Section 9 where there were no Trust Funds.

8.3.2 Agreement of Accounting Statement

The statement was agreed as correct and would be signed by the Chairman.

8.3.3 Completion of Certificate of Exemption

The certificate would be signed as the Parish Council income for the year was below £25,000 and therefore an external audit would not be required.

9. HIGHWAY ISSUES**9.1 CCC LHI Applications 2021/22**

Cllr Oliver reported that the Community Speedwatch checks had been suspended due to the coronavirus lockdown. There were two new volunteers awaiting training once the social distancing rule was relaxed, She added that with regards to the LHI application there was not yet enough evidence gathered to support the application so this would not be made this year.

10 PLANNING**10.1 To consider Planning Applications**

There were no planning applications for consideration. The Clerk had received a couple of tree work applications which had been forwarded to Cllr Fowler. The Chairman advised that she had been made aware of a further planning application for Woodstock so once received a meeting would be arranged.

11. UPDATE ON CORONAVIRUS VOLUNTEER GROUP IN VILLAGE

Councillors agreed that the volunteer groups in the village were working well. There was also lots of help with the vulnerable from families and friends. South Cambridgeshire District Council was providing regular support and updates.

12. EXTENSION TO CHURCH –REQUEST FOR NON FINANCIAL SUPPORT

Cllr Arthur advised that the PCC was looking at a project which would include the possible provision of a toilet and kitchen. The PCC was also keen to provide a meeting room for use by the entire village. Various options had been considered and the PCC were now in the position to apply for grants. Cllr Arthur requested that Councillors consider providing a written letter of support. He added that a meeting room would support the viability of the Church for the future.

A discussion took place on possible options and the Church over the years. Cllr Arthur advised that they were some people against the idea as they did not want to see change. The Clerk reminded Councillors that the Parish Council was not allowed to contribute financially towards land, buildings or affairs of the Church as there was no power in place.

After further discussion it was agreed that a formal letter be sent to the PCC supporting the project in principle and explaining why the Parish Council was unable to contribute financially.

*-Clerk***13. FREEDOM OF INFORMATION REQUEST FOR INFORMATION**

A request had been received from a resident requesting information relating to activities on private land. As this was not in the remit of the Parish Council there was very little information which could be provided. The Clerk to reply.

*-Clerk***14. TO CONSIDER CORRESPONDENCE RECEIVED INCLUDING;****14.1 SCDG/CAPALC –Various correspondence relating to coronavirus**

Information received had been forwarded to Councillors.

14.2 SCDG Scheme of Delegation Correspondence circulated

The information had been circulated to Councillors.

15. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK**15.1 Clarification of Planning Rules**

Concern had been raised over an observation made on a village property which appeared to have a large structure erected in the garden.

It was agreed that Cllr Roberts would be asked to find out whether planning permission should have been sought.

*-Clerk***16. DATE OF NEXT MEETING –Tuesday 21st July 2020**

There was no further business and the Chairman declared the meeting closed at 7.45 pm

Signed..... (Chairman) on(Date)

Heydon Parish Council

Tuesday 16th June 2020