

MINUTES OF A PARISH COUNCIL MEETING OF HEALING PARISH COUNCIL ON TUESDAY 12th MAY 2020 AT 7.00 PM AS A VIRTUAL MEETING ON ZOOM PORTAL

Present: Cllr. Smith (Chairman)
Cllrs. Hewins, Wright, Bygott, Dickerson and Mooney
(All members present by both audio and visual means)
Clerk (present by both audio and visual means)

Apologies: Cllrs. Nijjar and Gorry

There was 1 member of the public present with both audio and visual access to the meeting.

20/13 To receive and accept apologies for absence and to receive resignation of Cllr. Harris and action Casual Vacancy Notice

Apologies received from Cllr. Nijjar (work commitments) and Cllr. Gorry (illness) and accepted. Resignation of Cllr. Harris received in writing due to personal reasons. Noted. Members wished to thank Cllr. Harris for her contribution during her time on the Council.

RESOLVED: That apologies be received and accepted and that Casual Vacancy Notice be actioned

20/14 **DECLARATIONS OF INTEREST (Code of Conduct 2012) –**

None made.

20/15 **To approve minutes of the previous meetings held in April 2020**

Parish Council meeting held in April 2020

Minutes approved as a true record.

**RESOLVED: That minutes of the meeting be approved as a true record and virtually signed
By the Chairman**

20/16 **Police Report**

To receive police report for month – received and circulated prior to the meeting. Noted.

Public Break

Resident raised concerns on litter on PROW's and also state of vegetation. Clerk to pass to NELC and advised that cutting usually commenced in May each year.

20/17 **Highways/footpaths and Traffic Issues**

- a) To receive update on any footpaths/highways and agree any necessary actions including an update on the TRO implementation

Clerk had published the advertisement for the Notice of Intent for the TRO as requested by NELC. Attention had to it had been highlighted on social media via the PC also.

Other minor matters raised including hedges overgrown and noted and letters to be sent out by Clerk. Noted.

20/18 **Planning Matters**

The following planning applications were considered:

Planning Application Reference: DM/0276/20/FUL

Proposal: Erect single storey front extension with internal and external alterations

Location: 55 Nicholson Road Healing

No objections.

Planning Application Reference: DM/0312/20/FULA

Proposal: Installation of first floor dormer to side elevation

Location: 14 Pine Walk Healing

No objections

To receive any planning decisions and any representations regarding development made at the meeting for information only – nothing received.

RESOLVED: That all comments as resolved be submitted to NELC.

20/19 Future Dates

Next Parish Council Meeting – Tuesday 9th June 2020

Healing PC Internal Audit – Friday 22nd May 2020 at 9.30 am – Healing Village Hall

20/20 Necessary Parish Matters for consideration/update

- a) To confirm arrangements for June 2020 edition of Healing News

Agreed to publish June edition online again. Discussion took place on those residents unable to access the internet but no definitive action was reached. Clerk to publish online as agreed and Chairman to contribute foreword.

RESOLVED: That the June 2020 edition be published online via the PC website and Advertised on social media

- b) To receive update on 5 year electrical certification and agree any necessary actions

Chairman had spoken to contractor and interim certificate awarded but necessary works scheduled and quotation received for £175 + VAT for necessary works. These were agreed. Further works to bring compliance fully up to date for recommended works also approved at cost of £655.00 + VAT. Clerk to arrange for works to be completed.

RESOLVED: That BC Electric be requested to complete works as per quotations received

- c) To receive update on purchase of second defibrillator and siting on Working Men's Club

Chairman had received delivery of defibrillator and cabinet with some free equipment also included. Quotation already accepted for electrical installation and Chairman/Clerk to liaise with Working Men's Club to get fitted and operational.

RESOLVED: Equipment now all received and installation to take place as agreed

- d) To receive update on Remembrance Day preliminary arrangements and agree any further actions

Agreed that Clerk write formally to those parties involved advising the Parish Council will take responsibility for any Parade to be held for 2020, allowing for any measures needed to be put in place due to current restrictions etc. Cllr. Hewins advised that lamppost poppies still unable to be ordered but as soon as orders were being taken, he would progress. Cllr. Hewins advised he was also attempting to progress an additional 'silhouette' for installation and this would try to be progressed.

RESOLVED: That all parties be written to to arrange meeting as appropriate and that Cllr. Hewins order poppies when available as previously agreed

- e) To receive report on land management including tree issue, grass cutting and fence maintenance

Chairman advised that fencing on moated site had been ordered for repairs as agreed with site visit with contractor and Clerk – cost of £500. Also replacement posts and remedial works to main gate entrance at Westwood Road end if post still available from former Friends Group – works to be £200 to carry this out. Chairman had asked Clerk to request cut of thistles in early June. Clerk advised that some tree works required on Cornflower Copse to tree previously reported. Specialist had monitored and advised it should be removed and Clerk to obtain an additional quotation if possible. A second tree had also been investigated but had no health issues. All noted.

- f) To receive update from Government on current Covid-19 restrictions and consider any appropriate actions particularly in relation to the Village Hall

Clerk updated members on new Government guidelines and had forwarded copy to all members for interest. Agreed that possible early July opening may be appropriate for Hall depending on Government advice at that point. Agreed that Clerk write to all hirers asking for action plan/procedures they will be putting in place to comply with any restrictions and also advise that the PC was taking necessary and appropriate action before reopening the Hall with regard to necessary safety measures.

RESOLVED: That if target date of early July would be suitable for reopening, that each hiring Group would need to submit an action plan/procedures to cover their activities

- g) To consider future holiday club for August 2020 and agree any necessary actions

Clerk to contact Actify Sports to ascertain what future plans it may have.

RESOLVED: Clerk to check with service provider

20/21 Finance

- a) To approve payments to be made as per list for this meeting

All payments approved to be made.

RESOLVED: That all payments be made as per schedule submitted.

- b) To receive update on staff furloughs and agree any necessary actions

Agreed that furlough scheme be continued for May 2020 and that the PC pay usual salaries to furloughed staff with 80% claimed back under JRS.

RESOLVED: That usual staff payments continue to be made with the PC claiming Back 80% of cost for furloughed staff

- c) To note circulation of budget monitoring for 20/21 and new format

Clerk had circulated budget monitoring in new format to all members commencing with April 2020 and advised this would be circulated each month. Noted.

- d) To receive schedule from Clerk for internal and external audits for information

Internal audit to be carried out on FRiday 22nd May 2020 and all paperwork for the Annual Return to be submitted to the June PC meeting. Clerk invited any members to attend whilst audit was taking place and ask questions of the internal auditor if they wished to do so. Clerk advised the internal audit would be carried out with all necessary safety measures in place for social distancing. Noted.

20/22 Exclusion of Press and Public

RESOLVED: exemption of press and public for remainder of meeting under Public Bodies Admissions To Meetings Act 1960, Section 1 (2) on the grounds that discussion of the following business is likely to disclose confidential information¹

20/23 Personnel Matters

- a) To agree salary payments as per list circulated

All salary payments agreed.

RESOLVED: That all salary payments be approved to be made.

The Chairman closed the meeting at 7.51 pm.

Signed:

Date:

¹ Under Prt 1 of Schedule 12A of the LGA 1972 (as amended)