

**Minutes of a meeting of the Parish Council held on Wednesday 20<sup>th</sup> May 2020 at 7.00pm held as a virtual meeting through the Zoom video conferencing platform.**

**Present:** Councillors: Drew, Edwards, Hartford-Beynon, Koning (Chairman), Molyneux, O'Toole, Powell, Swambo, Tullett and Wall

Officers: Carol Hinton (Clerk), David Stevens (Clerk's Assistant)  
County Councillor Patrick Molyneux

Councillor Helen Molyneux informed Councillors that Roy Birch's wife had sadly passed away. The Clerk was asked to send a card passing on condolences from the Parish Council.

**1. ATTENDANCE**

- a) **Resolved to receive** apologies for absence from those Councillors unable to attend from Councillor Bollen.
- b) **Resolved to accept** those apologies received with reasons for absence from Councillor Bollen.

**2. DECLARATIONS OF INTEREST**

- a) **To receive Declarations of Interest** in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and in accordance with the provisions of the Localism Act 2011 in respect of members.  
*Interests may be declared at any time during the meeting should they become apparent.*
- b) **To consider any Dispensation Requests** received by the Parish Clerk and not previously considered.

**3. MINUTES OF PREVIOUS MEETING**

- a) **Resolved to approve** as a correct record the minutes of the meeting held on 29<sup>th</sup> April 2020.
- b) **To consider** any questions arising from those minutes.  
**There were none.**

**4. PUBLIC CONSULTATION**

**To receive and consider any questions from the Public**, which may be answered but not debated.

No members of the public had asked to attend the meeting.

The Clerk informed Councillors that a member of the public had asked that meeting agendas were again posted on the noticeboards for members of the public unable to access the internet. It was agreed to recommence this providing full hygiene precautions and guidance on social distancing is adhered to.

County Councillor Patrick Molyneux reported that a huge amount of work has been successfully carried out on essential Covid 19 issues and that some facilities including recycling were now re-opening. The biggest issue coming out of lockdown will be the economy and the County Council is working on an Economic Recovery Roadmap with district councils and other partners. Also working closely with all schools so that key stages 1 and 6 children can return to school on 1<sup>st</sup> June with social distancing measures in place. This return is essential so that key workers can return to work and for the most disadvantaged children who are worst off under the current situation.

Councillor Edwards expressed concerns about year 10 pupils and how much education has been missed and will the re-sitting of year 10 be considered? Also why has Wyedean School not held virtual lessons?

County Councillor Molyneux reported that schools have been open and operating during the whole period of lockdown for children of key workers and that the County Council have tried to do everything possible according to Government guidelines. He will look into Wyedean School but generally schools have embraced the online teaching element.

**5. COMMITTEES**

**Resolved to receive reports, minutes and recommendations from committees**

- i) Amenities Committee meeting held on 13<sup>th</sup> May 2020

Questions to Councillor Tullett, Chair of the meeting

Councillor Powell reminded all that decisions on expenditure can only be made if included as an agenda item so the suggestion to purchase paint for the member of the public volunteering to paint the church gate was

incorrect. Councillor Koning informed Councillors that the volunteer had his own paint to use so the issue of public funds did not arise.

## 6. **CHAIRMAN'S ANNOUNCEMENTS**

**To receive and note any announcements from the Chairman** of the meeting.

The Chairman announced that according to the agreed staff appraisal procedures and following on from last year, he and Councillor O'Toole will be carrying out the Clerk's appraisal during June.

According to the recently published NALC census survey of parish councils, the current male (6)/female (5) split of parish councillors is above the national average and that the average age of Tidenham councillors is below the national average.

## 7. **PARISH CLERK'S REPORT**

**Resolved to receive and note the Parish Clerk's Report.**

## 8. **FINANCE**

- a) **Resolved to approve payments** according to the Financial Statement for April 2020 other than that to Greenfields Garden Services of £477.60 pending further confirmation of the work carried out.
- b) **Resolved to note** payment of £1396.80 inc. VAT (£1164.00 ex. VAT) for replacement laptops paid to HP on 1<sup>st</sup> May 2020. Purchase agreed 2019/20 but unable to be completed before 31<sup>st</sup> March due to Covid 19 lockdown.
- c) **Resolved to receive and approve the Financial Statement** for April 2020
- d) **Resolved to note** Bank Reconciliation at end of 2019/2020
- e) **Resolved to note** Notes To Accounts for end of 2019/2020

## 9. **ASSET REGISTER**

- a) **Resolved to adopt** Asset Register as shown in the 2019/2020 Annual Accounts. References to the 6 benches on the Tutshill Recreation Ground to be removed. The Clerk's Assistant and the Chairman to identify and arrange to mark the 2 benches owned by the Parish Council. The Parish Hall listed as an asset for insurance purposes to be renamed as Sedbury and Beachley Village Hall in future.
- b) **Resolved to note** all assets have been visually checked by the Clerk's Assistant, allocated asset numbers and mapped using Parish Online.

## 10. **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2019/20**

- a) **Resolved to approve** all responses to items 1-9 of section 1 of the Annual Governance and Accountability Review (AGAR) 2019/20 are 'YES'
- b) **Resolved to approve** signing of the Governance Statement – Clerk to post to Chairman for signature once fully completed.
- c) **Resolved to approve** the Annual Accounts as shown in the Annual Return and that the Clerk and Chairman sign the Statement – Clerk to post to Chairman for signature once completed.
- d) **Resolved to approve** start date for period for exercising of public rights as 1<sup>st</sup> September 2020.

## 11. **APPOINTMENTS TO COMMITTEES**

- a) **Resolved to appoint** Councillor Maria Hartford-Beynon to the Planning and Highways Committee of the Parish Council.
- b) **Resolved to appoint** Councillor Michael Swambo to the Amenities Committee of the Parish Council.
- c) **Resolved to note** the new regulations introduced for the operation of parish and town councils in the UK during the Covid 19 pandemic remove the necessity to hold both the Annual Parish Meeting and the Annual Council Meeting. The Annual Council Meeting would normally take place in May. At this meeting the election of the Chairman and Vice Chairman for the forthcoming year, and appointments to Council committees and associated organisations, would take place. The new regulations allow for such appointments to continue until May 2021 unless Councillors wish to review this when face-to-face meetings can be resumed.

**12. REGISTERS OF INTEREST**

**Resolved to note** during the current period of virtual meetings, new Registers of Interest will not be sent for completion but that Councillors are reminded that any changes of circumstances required to be included in the Register should be notified to the Clerk immediately and a new Register will be sent out for completion.

**13. AMENITIES COMMITTEE - VIREMENT OF FUNDS**

**Resolved to approve** virement of funds from general reserves of £5172 to Amenities Committee budget for 2020/21 for the replacement of Wyebank Road fencing for safety and to restrict access to the steep river bank - as agreed at the Amenities Committee meeting of 4<sup>th</sup> March 2020.

**14. BARRATTS COMPOUND LICENCE**

**Resolved** to extend the Barratts compound licence that is due to expire on 2 June 2020 on a month by month basis at a charge of £500 per month with a view to the compound being removed and the land returned to its previous state as soon as possible. During discussion on this item Councillors Molyneux, Swambo and Tullett expressed discomfort at comments made by another Councillor that they felt were not in accordance with equality legislation. The Chairman also expressed his concern and asked that such comments not be made at Parish Council meetings.

**15. CORRESPONDENCE**

**To receive and consider** any other correspondence as detailed in the Clerk's Report.  
**There was none.**

**16. COUNCILLORS' REPORTS**

**Resolved to receive and note** any matters which councillors wish to raise and where appropriate add to the agenda for the following meeting or meetings of committees.

Councillor Helen Molyneux – had contacted all Forest care homes again – 1 case of the Covid 19 virus was reported and that person is recovering. The care homes wanted to pass on to her how good the Gloucestershire County Council had been in supplying PPE which she has also reported back to the FoDDC.  
Councillor Tullett – there has been some fly-tipping in Sedbury Lane including car tyres. Also asked if petty cash or some other way of being able to make small emergency payments could be introduced.  
Councillor Wall – asked for an updated list of Councillors' contact details and committee members - to be circulated. Also, where are we with NDP which it was confirmed has been put on hold during the current situation. Also informed Councillors that he had watched a virtual County Planning meeting.  
County Councillor Patrick Molyneux confirmed that the County Council is working on all issues being faced under the current pandemic fluid situation.

**17. FUTURE MEETINGS (Where required during the Covid 19 lockdown period)**

**Resolved to note** the dates of future council and committee meetings:  
Wednesday 27<sup>th</sup> May 2020 – Planning and Highways Committee Meeting  
Wednesday 3<sup>rd</sup> June 2020 – Finance Committee meeting  
Wednesday 3<sup>rd</sup> June 2020 – Mopla Cottages Committee meeting  
Wednesday 17<sup>th</sup> June 2020 – Full Council meeting.

**The meeting concluded at 20.23hrs**

## **THE LOCAL AUTHORITIES AND POLICE AND CRIME PANELS (CORONAVIRUS) (FLEXIBILITY OF LOCAL AUTHORITY AND POLICE AND CRIME PANEL MEETINGS) (ENGLAND AND WALES) REGULATIONS 2020**

These minutes were approved by all Councillors at a virtual meeting of the Parish Council held under the above regulations during the Covid 19 lockdown period on 20<sup>th</sup> May 2020 and deemed to have been signed as of that date. **Minute 2020/21 June 2020 page 4 item 3**