

Minutes of a meeting of the Parish Council held on Wednesday 29th April 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).

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. **GUIDANCE FOR HOLDING VIRTUAL MEETINGS DURING COVID 29 LOCKDOWN PERIOD**

Resolved to adopt Guidance as addendum to Standing Orders whilst lockdown restrictions are in place.

3. **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.
None Received.

4. **MINUTES OF PREVIOUS MEETING**

- a) **Resolved to approve** as a correct record the minutes of the meeting held on 18th March 2020.
- b) **To consider** any questions arising from those minutes.
Councillor Tullett asked for an update on possible help to be offered to the community and buses to hospitals. The Clerk confirmed help had been given to the volunteer group, that information was being cascaded through the website and Facebook and that the Clerk's office was liaising with volunteers, the FoDDC and members of the community requiring help. Councillor Drew will contact the District Council regarding the buses once the period of lockdown is over.

5. **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 join the meeting.

6. **COMMITTEES**

Resolved to note no Committee meetings have taken place since the last full Council meeting. Planning applications have been dealt with by email under delegated powers and will be minuted as such at the next Planning and Highways Committee meeting.

7. **CHAIRMAN'S ANNOUNCEMENTS**

Resolved to receive and note announcements from the Chairman.
The Chairman asked for volunteer Councillors to join the Planning and Highways and Amenities Committees in order to avoid upcoming meetings not being quorate. Councillor Hartford-Beynon volunteered to join the Planning Committee and Councillor Swambo the Amenities Committee. These appointments will be added to the May agenda for consideration. The Chairman thanked the Clerk's Assistant and Councillors for dealing with recent planning applications through delegated powers and added he was looking forward to commencing virtual meetings for this in May.

8. **POLICING IN THE PARISH**

Resolved to note access to the Police reporting system has been temporarily suspended. This item will not appear on agendas until reporting is recommenced.

9. **PARISH CLERK'S REPORT**

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

10. FINANCE

- a) **Resolved to note payments** according to the Financial Statement for March 2020 as paid on 20th April 2020.
- b) **Resolved to note** payments made under emergency conditions since the March meeting as shown on the Financial Statement.
- c) **Resolved to note** payment of £143.88 inc. VAT (£119.91 ex. VAT) for Zoom Pro video conferencing application was made under emergency conditions by the Clerk's Assistant who will reclaim this amount through expenses.
- d) **Resolved to receive and approve the Financial Statement** for March 2020 and that copy bank statements had been emailed to the Chairman for checking prior to the meeting.
- e) **Resolved to approve** a further grant of up to £250 to the Chepstow Covid 19 Help Group should a need be identified and subject to agreement with the Chairman and 2 other Councillors.

11. MEMBERSHIP RENEWAL – GAPTC AND SLCC

- a) **Resolved to approve** renewal of membership of GAPTC 2020/2021 of £1437.89 – numbers of electors 4331 @ 7.2p per electorate.
- b) **Resolved to approve** renewal of membership of SLCC 2020/2021 of £202.

12. SIGNING OF DOCUMENTS

Resolved to approve annotation of documents such that they are deemed to be signed following approval at a virtual meeting where a signature would normally be required at a face to face meeting.

13. COUNTRYFILE

Resolved to note it was agreed at short notice and following discussion at the trial virtual meeting on 22nd April, to allow BBC Countryfile to film the Coleford Rd bus shelter, owned by the Parish Council and maintained by Tutshill WI, for an item on volunteers sewing 'scrubs' during the Covid 19 crisis.

14. CORRESPONDENCE

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

15. COUNCILLORS' REPORTS

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. Each Councillor was asked in turn if they had anything they wished to raise.

Councillor Drew – had been approached by a member of the public who has difficulty pushing a wheelchair up and down the kerbs on the Wyebank estate where very few have been lowered. Councillor Powell added that this has been the case for many years. To be added to the Planning and Highways Committee agenda.

Councillor Hartford-Beynon – has received complaints about cars speeding through Woodcroft whilst there is a reduced amount of traffic on the roads. To be added to the Planning and Highways Committee agenda.

Councillor Molyneux - in her role as Forest of Dean District Councillor, was tasked with contacting and keeping in touch with the care homes in the Forest district. She was delighted to report that there have been no cases of Covid 19 infection in Forest care homes and that she had been encouraged by both the professional way each had managed the current crisis, and their optimism in the face of the challenges presented by the current situation. She hopes they will be congratulated for this after the crisis is over. Councillor Molyneux also reported that the new meals service that replaced Age Concern is still running but is struggling for money.

Councillor Tullett – building work continues at Ormerod Road and Whirls End without social distancing rules appearing to be followed. It was agreed that this should be minuted but that there was not anything the Council can do.

Councillor Wall – can we recruit 12th member at present? Whilst there are restrictions on the way vacancies would be advertised this will take place once the period of lockdown is over. Also – the hedge in the War Memorial Hall car park has been badly cut back and continues to be worked on. Several Councillors pointed out that hedges should not be being cut back at present. A letter from the Parish Council would need to be agreed by full Council – As trustees, Councillors Koning and Wall may contact the Hall Trust about this.

16. **FUTURE MEETINGS**

Resolved to note the dates of future council and committee meetings:

Wednesday 13th May 2020 – Amenities Committee Meeting.

Wednesday 20th May 2020 – Full Council meeting.

The meeting closed at 20.55hrs.

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 20th May 2020 and deemed to have been signed as of that date. **Minute 2020/21 page 1 item 3.**