

Minutes of the extraordinary Parish Council Meeting held on Wednesday 26th October 2022 at 6.30pm held at Sedbury and Beachley Village Hall, Sedbury.

Present: Councillors: Bollen, Edwards, Hartford-Beynon, Koning (Chairman), Swambo, Tullett and Wall.
 Officers: Carol Hinton (Clerk), David Stevens (Assistant Clerk).
 County Councillor Chris McFarling
 Mr Clive Russell.

1. ATTENDANCE

- a) **Resolved to receive** apologies for absence from those councillors unable to attend from Councillors Hartford-Beynon, McBride, Molyneux and Russell.
- b) **Resolved to accept** those apologies received with reasons for absence from Councillors Hartford-Beynon, McBride, Molyneux and Russell.

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.
Following a request from Councillors Bollen, Drew and McBride, the Clerk had granted a dispensation to them as Parish Council representatives of the Sedbury and Beachley Village Hall Committee to allow them to take part in the debate only, at item 5.

3. MINUTES OF PREVIOUS MEETING

Resolved to approve deferring approval of the minutes of the meeting held on 19th October 2022 until the next meeting on 16th November 2022.

4. PUBLIC CONSULTATION

To receive and consider any questions from the Public. **None present**

5. SEDBURY AND BEACHLEY VILLAGE HALL KITCHEN PROPOSAL

Having declared an interest, Councillors Bollen and Drew did not take part in the vote on this item.

- a) **Resolved to approve** installation and fitting of kitchen, including moving of stud wall and purchase of range cooker, in the existing disabled toilet adjacent to the larger of the two Sedbury halls as a matter of urgency given the recognised need for providing support for the community in the current economic climate. Councillor Drew made the following observations: No handwash sink had been included in the plans. In his opinion there were not enough work surfaces for food preparation in the design. A commercial refuge and vermin control system may be required. Also certificates may be required for food preparation on this scale and that a good ventilation system will be needed to avoid smells in the Halls. He suggested that food donations be sought from supermarkets in the Gloucestershire area rather than Tesco in Chepstow. Councillor Bollen reported that the Hall Committee had suggested a commercial lunch club should be used to provide lunches and that when considering offering breakfasts, free school meals are provided locally. Councillor Koning thanked councillors for their valid contributions. The issues raised regarding the sink, ventilation and refuge can be looked at and priced and included in the grant applications if necessary and any other internal requirements will also be considered.
- b) **Resolved to approve** estimate from Atlas Renovations for labour to carry out the works, including fitting kitchen of up to £2000 plus VAT – total £2400.
- c) **Resolved to approve** quotation from Howden's (obtained by Atlas Renovations) for the kitchen cupboards and fittings of £1891 plus VAT – total price £2269.20. This price reflecting a discount of £500 by Howdens in support of the community project.
- d) **Resolved to approve** purchase of commercial electric range cooker with double oven and 6 ring hob, purchase price up to £2300 plus VAT – total £2760.00.
- e) **Resolved to approve** an amount of up to £300 to be spent to purchase items such as crockery, cutlery, saucepans etc. to equip the kitchen for use.

- f) **Resolved to approve** that the requirement to obtain three quotes for the above (Tidenham Parish Council Financial Regulations 10. 3) be waived in view of the following:
- the urgency of completing the project before the cold weather sets in,
 - it has not been possible to obtain another quotation from a builder able to complete the project within the time scale,
 - the offer of a discount from Howden's of £500.
- g) **Resolved to approve** a temporary virement of funds from General Reserves to the Sedbury and Beachley Village Hall budget of £8000 be made, subject to immediate applications for grant funding to be submitted. County Councillor Chris McFarling indicated his support for the project and will forward an application form for the Build Back Better Fund for an amount of £4000. The Clerk reported that the application form had now been received.

6. **FUTURE MEETINGS**

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

Wednesday 9th November 2022 – Amenities Committee meeting.

Wednesday 16th November 2022 – Full Council meeting.

The meeting concluded at 18.54 hrs