

PEASENHALL PARISH COUNCIL

Minutes of the Peasehall Parish Council meeting held on Wednesday 26th February 2020
at the Methodist Church Room, Peasehall at 7:30 pm.

2020/14 Attendance and Apologies

Attendees:

Cllr. Chris Norrington - Chair
Cllr. Roger Benstead
Cllr. Steve Pewsey
Cllr. Kenneth Parry-Brown
Cllr. Nick Levett-Scrivener

Apologies for absence:

Cllr. Stephanie Lister – written and accepted
Cllr. Frank Potter - written and accepted
Cllr. Norman Ball - written and accepted
Cllr. Ric Earle - written and accepted
Cllr. Peter Dance - written and accepted
County and District Cllr. Stephen Burroughes

In attendance:

Sharon Smith - Clerk/RFO
7 members of the public

2020/15 Declarations of Pecuniary and Non-Pecuniary Interests

Cllr. Nick Levett-Scrivener declared an interest in items 2020/19b and 2020/20b. Cllr. Steve Pewsey declared an interest in item 2020/19a.

2020/16 Public Forum

Cllr. Chris Norrington summarised Cllr. Stephen Burroughes previously circulated County Council and District Council reports. The Clerk reported that she had asked Cllr. Stephen Burroughes for more information about the £3m funding pot but no reply has been received yet.

2020/17 Minutes

The Council agreed that the minutes for the meeting held on 29th January 2020 were a true and accurate record and they were signed by the Chair.

2020/18 Matters Arising

None.

2020/19 Parish Matters

a) Cllr. Chris Norrington invited two residents in attendance at the meeting to give the Council their views on planning application DC/20/0549/FUL – demolition of existing dwelling and rebuild to exactly match plans approved under DC/19/3360/FUL – Ash View, Bruisyard Road. Following a discussion, Cllr. Chris Norrington proposed no objection to planning application DC/20/0549/FUL. Seconded by Nick Levett-Scrivener. All in favour. Cllr. Steve Pewsey who had previously declared an interest took no part in the voting. The Council agreed to ask the planning authority to ensure that the previously agreed condition to only allow the annexe to be occupied by the owner's family be adhered to and that the demolition and construction works are not to be permitted between the hours of 11 pm and 7 am and not on both weekend days. Cllr. Nick Levett-Scrivener was not in favour of the latter request as it may cause a longer construction period.

ACTION: Clerk to inform the planning department.

b) Following minor amendments, Cllr. Chris Norrington proposed that the Council approves the specification for improvements to The Street lay-bys. Seconded by Cllr. Kenneth Parry Brown. All in favour. Cllr. Nick Levett-Scrivener who had previously declared an interest took no part in the voting.

ACTION: Clerk to liaise with Cllr. Chris Norrington and put the specification out to tender.

c) Following minor amendments, Cllr. Chris Norrington proposed that the Council approves the

specification for grounds maintenance in the village. Seconded by Cllr. Roger Benstead. All in favour.
ACTION: Clerk to put the specification out to tender.

2020/20 Councillors' Reports

a) Highways Issues – the Clerk reported that Highways had confirmed that the 20 mph school safety zone signs would be removed in the future. Cllr. Nick Levett-Scrivener asked the Chair to speak to the owner of a car which appears to have been abandoned on the Causeway to ask for it to be removed.

ACTION: Cllr. Chris Norrington to progress.

b) Maintenance Issues – Cllr. Chris Norrington proposed that the Council accepts a quotation for £115 to supply and fit three new safety rails on a footbridge across the culvert. Seconded by Cllr. Steve Pewsey. All in favour. Cllr. Nick Levett-Scrivener who had previously declared an interest took no part in the voting.

ACTION: Cllr. Chris Norrington to progress.

c) Speed Indicator Device – Cllr. Ric Earle reported by email that he is unable to charge and move the SID between the three sites for health reasons. Cllr. Earle suggested that the Council could employ someone or a Councillor could take responsibility. The Council agreed that employing someone was not necessary as several Councillors and a resident in attendance at the meeting were willing to charge and re-site the SID subject to their availability each month. No Councillor was willing to take overall responsibility for the SID therefore Cllr. Chris Norrington agreed that he would have to do so. The SID software has been downloaded to the Council's laptop but there is insufficient memory to analyse the data. The Council agreed to extend the laptop's memory. Another resident in attendance at the meeting offered to help with downloading and analysing the SID data but the Clerk said she was willing.

d) Community Speed Watch - Cllr. Ric Earle further reported by email that, following the advertisement in the Yoxmere Fisherman, one new volunteer had joined the CSW team bringing the total volunteers up to ten.

d) Website – no update.

e) Telephone Kiosk/AED – Clerk to forward the electricity specification to Cllr. Nick Levett-Scrivener.

2020/21 Administration

a) The Council noted the re-declaration of compliance with the Pensions legislation.

b) The report from the Council's appointed auditor for the financial year 2018/2019 has not yet been received.

ACTION: Clerk to add to the next agenda.

c) The Council reviewed and approved the Subject Access Request Policy and Procedure.

ACTION: Clerk to draft a Freedom of Information Request Policy.

d) The Council reviewed and approved the Personal Data Audit.

e) The Council reviewed the outstanding actions list and no changes were made.

2020/22 Finance

a) The Council noted the latest financial position.

ACTION: Clerk to research higher interest rate options and report back.

b) The Council reviewed the cemetery fees and no changes were made.

c) The Council approved expenditure of up to £50 to extend the laptop's memory to enable analysis of the SID data.

ACTION: Clerk to progress.

d) It was proposed by Cllr. Chris Norrington, seconded by Cllr. Kenneth Parry-Brown, and agreed to authorise the payments listed below en bloc. All in favour.

Details	Payee	Amount	Power
Clerk's Salary	Sharon Smith	£291.72	LGA 1972 s.112
Clerk's Expenses	Sharon Smith	£35.61	LGA 1972 s.111

2020/23 Correspondence

The Council noted the correspondence received between 24th January 2020 and 20th February 2020.

2020/24 Questions to the Chair/Items for the Next Agenda

None.

2020/25 Date and Time of Next Meeting

The Council confirmed the date and time of the next meeting of the Council which is scheduled for 25th March 2020 at 7:30 pm

The meeting closed at 9:00 pm.