

STUDHAM PARISH COUNCIL

MINUTES OF VIRTUAL PARISH MEETING

HELD

TUESDAY 4TH MAY 2021 @ 7 PM

	Councillors Present: Bob Wilkin (BW), Mark Poyner (MP), Mohammed Rashid (MR), Geoff Shute (GS), Chrys Smith (CS), Lynne Smith (LS) & Alan Wright (AW). Ward Councillor Eddie Perry (EP) (arrived 8.33pm) Also, in attendance: 4 members of public (mop). Clerk - Julie Cooper (JC)	
1.	Apologies for absence. Kevin Collins.	
2.	To elect a Chairman for the ensuing year. CS Proposed Bob Wilkin. LS Seconded. Resolved.	
3.	Declaration of Office – Chairman. BW will sign acceptance of the post, to be countersigned by Vice-Chairman.	
4.	To elect a Vice-Chair for the ensuing year. CS Proposed Mark Poyner. BW Seconded. Resolved.	
5.	To appoint portfolio holders for the ensuing year. To remain, except – Welcome Pack - BW Proposed Lynne Smith, CS Seconded. Resolved. Village Parking – GS has been responsible up to the current position. CS offered to take the Highways element if GS retains contact with the Commons. BW Propose as shared responsibility. LS Seconded. MP suggested that this may, at times require a sub- committee to assist. Resolved.	
6.	To appoint Standing Committees – if required. None required at this time.	
7.	Declarations of interest. CS – Gates & Bollards, Chapel Parking & School Corner. LS – Gates & Bollards, Chapel parking & Church Mead development.	
8.	Public question time. Ref. Item 15 b) 50 Holywell Road. Neighbour concerns, front extension, less than 2 metres between properties, loss of light and view of brick walls at both levels, drains may be an issue, side access directly outside kitchen window, numerous large vehicles already parked on drive and roadway. Proposed hedgerow removal. Proposal gives approx. 25% increase on existing. Side doorway. MP thanked neighbours for their input, it is always very helpful to aid the PC's response.	
9.	Matters for the Ward Councillors. Postponed for arrival of EP. Revised post item 15 d) ✓ CS reminded EP about concerns over HGV's. ✓ Spoken to KC regarding Church Mead development. It is felt that in along with residents' bungalows would be better received, assured property was marketed. EP happy to 'call in' if appropriate. MP advised that the PC understand that the initial application will be rejected. ✓ Knoll House has been held back due to residents' concerns over noise. Not now going to DMC awaiting additional information regarding noise issues. ✓ Additional grants are now becoming available which might be helpful for the Village Hall.	
10.	To consider the minutes of the virtual meeting held on 12th April 2021. The minutes were accepted as a true record of the meeting. There were no matters arising therefrom, other than those on the agenda for this meeting.	
11.	To consider any matters arising from the Annual Parish Meeting held on 12th April 2021 Drains – CS has this on her list for discussion with CBC.	

16.	REPORT of Councillor Rashid a) <u>Asset register</u> – Still waiting for Councillors to verify assets owned. Most benches, litter bins & dog bins can be removed as belong to CBC. The footpath – should the PC have evidence that path has been checked for safety. BW will reevaluate. b) <u>Crime</u> – Nothing to report. c) <u>Community Fibre Broadband</u> – Nothing to report.	
17.	REPORT OF Councillor Shute. a) <u>Footpath 1 Improvement Plan</u> – Very pleased with Robin Richardson for progressing the works and take up of s106 funds. b) <u>FOSC</u> - Circulated draft policy, no adverse comments from any Councillor.	
18.	REPORT OF Councillor C. Smith. a) <u>Highways</u> – Damage following winds – highways / paths to fix my street. Walkabout date not yet set. Road sign still not been repaired in Oakway. b) <u>Playing Fields</u> – grant funding details passed on. c) <u>Sports & Social Club</u> - Cleaning party this weekend.	
19.	REPORT OF Councillor L. Smith. <u>Village Hall</u> – Floor now laid. Few snagging items to be completed. Need to decide on and order replacement curtains. Blackout lining / fireproof. No news on roof repairs. DS looking for grant funding.	
20.	REPORT OF Councillor Wright. a) <u>Defibrillator</u> – Delayed promotion of emergency response volunteers as it is complicated by having 3 units in varying locations. It can still be organized but it but there will be a cost for set up and annual fee. BW proposed we pursue this, seconded by MP. Resolved. b) <u>Website</u> -	
21.	ACCOUNTS FOR PAYMENT (Distributed). New reports from software have been circulated ahead of the meeting, Request for approval of these payments, relating to April 2021 expenses. BW proposed, CS Seconded. RESOLVED.	
22.	BUDGET STATEMENT PERIOD 1 (Distributed). The budget statement was circulated to show the position to date. BW has queried the actual budget plan figures which need to be resolved.	Clerk
23.	CORRESPONDENCE. ✓ The Open Spaces Society - Request for additional financial support of a new campaign. BW proposed that as had been agreed previously an additional sum should be made at a date later in the year. MP Proposed we make payment next meeting. ✓ Film Company have contacted the PC regarding upcoming road closures later in the year. CS has agreed to be liaising Councillor.	
24.	REPORT OF CLERK. Request to appoint Ray Foster to undertake internal audit .Agreed. AGAR Section 2 to be completed/proposed etc. for financial annual return. = To be delegated and formally approved at July meeting.	
25.	REVIEW ONGOING ACTIONS LIST. BW circulated ahead of the meeting.	
26.	ITEMS FOR THE NEXT PARISH LINK. Spring Clean, request for tables to be returned, horses and cycles on footpaths, bonfires & barbecues.	
27.	ITEMS FOR THE NEXT AGENDA. Standing Orders and Policies for review.	
28.	DATE AND TIME OF FUTURE MEETINGS. No June meeting as virtual meetings will no longer be permitted. Monday 5 th July 2021 @ 7pm at The Village Hall.	
Meeting closed 10.27pm		