

Chetwynd Aston And Woodcote Parish Council

Minutes of the meeting of Chetwynd Aston & Woodcote Parish Council held on **13 May 2020, commencing at 7.30 pm** by electronic means

Present: Cllrs Shaun Bailey, David Griffin, Luke Hardy, Bill Harper (Chairman), Ann Kinnish, Bridget Page.

In attendance: Ian Cruise-Taylor, (Parish Clerk)

- 1.1 Welcome and Apologies** – Apologies were noted from Cllrs Andrew Eade and Amanda Mattison.
- 1.2 Declaration of personal/pecuniary interests** - none
- 1.3 Minutes** - The minutes of the meetings held on 15th January 2020 were unanimously approved
- 1.4 Update from the Clerk on matters not on the agenda**
 - i. Defibrillator pads and battery update – it was agreed that these would be returned and a refund sought
 - ii. Parish Council administration and meetings during Covid 19 pandemic – councillors noted that there would be no annual meetings, that the Chairman, Vice-Chairman and other office holders would stay in place and that meetings would be conducted ‘virtually’ for the foreseeable future
 - iii. Internal auditor and audit timetable changes due to Covid 19 – Council unanimously approved the appointment of Ms Molly Sullivan as interim internal auditor and noted the revised audit timetable.
- 1.5 Unitary Councillor’s report** – there was no Unitary Councillor update
- 1.6 Highways and environment** –
 - 1.6.1** Councillors raised concerns about the HGV traffic on Pave Lane and noted TWC’s intention to impose a weight restriction. Cllr David Griffin to pursue the implementation of the restriction as a matter of urgency, and to discuss the location of related signage, proposing an additional sign at Littlehales Lane.
 - 1.6.2** Councillors were advised that discussions with TWC were ongoing regarding parish signage.
- 1.7 Planning applications** – for consideration and decision on responses:

TWC/2020/0116, 03, 06 Land Adjacent to Yew Tree Manor, Pave Lane, Chetwynd Aston, -Change of use and creation of a Ménage including the erection of a fence *****additional information received***** , creation of Glamping Pod and Classroom

Councillors noted that the Glamping Pod and Classroom applications had been removed. It was unanimously agreed that Cllr David Griffin would represent the Parish Council at the TWC Planning Committee and would focus on the location of the M nage as the key issue.

1.8 Financial

1.8.1 Reconciliation – Council unanimously approved the reconciliation which the stood at £11,502.50 at 31st March 2020 and balances with the cashbook

1.8.2 Council unanimously approved the first table which set out the final payments for the 2019-20 financial year. (It was noted that there are two sets of payments to HMRC. The first set was not credited to the Parish Council, before a further request was sent for payment. The second payment will be held against forthcoming months payments.)

Table A

Payee	Payment	Amount	Law
HMRC	OL	£103.91	LGA 1972 s112 (2)
HMRC	OL	£104.15	LGA 1972 s112 (2)
HMRC	OL	£104.15	LGA 1972 s112 (2)
Beth Jones - Web charges	OL	£279.95	LGA 1972 S111
Defib shop	OL	£422.40	LGA 1972 S111
Clerk salary Feb	OL	£156.00	LGA 1972 s112 (2)
CACAVH grant	100112	£1,000.00	LG(MP)A 1976 s193(3)
Newport and Dst Xray	100113	£500.00	LGA 1972 s137
CA Infant rent	OL	£17.00	LGA 1972 s134(4)
Clerk salary Mar	SO	£156.00	LGA 1972 s112 (2)
IFCT for MS Office	OL	£59.99	LGA 1972 S111
HMRC payments	OL	£312.98	LGA 1972 s112 (2)
Total		£3216.53	

1.8.3 Council unanimously approved the second table shows payments in April 2020

Payee	payment	amount	Law
CPRE	DD	£ 36.00	LGA 1972 s111
Clerk Salary Apl	SO	£ 156.00	LGA 1972 s11292)
		£ 192.00	total

1.8.4 Council also unanimously approved the insurance premium proposal and the affiliation fee for SALC for 20-21. (Clerk to arrange payments)

1.9 Parish Council Response to Covid 19 – Councillors discussed emerging issues, noted actions to support vulnerable residents and agreed to continue to monitor the situation discuss proposals for a course of action

1.10 Parish matters at the Chairman’s discretion –

1.10.1 Councillors requested that confirmation be obtained from the Xray fund appeal, as no mention was made of the parish’s donation in recent publicity.

1.10.2 The Council noted satisfactory progress with improvements to Chetwynd Aston and Church Aston Village hall

1.11 Items for next agenda – not for discussion or decision - none

1.12 Date of next meeting: Provisional 8th July 2020 – by electronic means or at Chetwynd Aston and Church Aston Village Hall. (Annual meetings)

Approved by Council on.....

Signed..... Chairman date.....