**Minutes of Rodsley and Yeaveley Parish Council Meeting**

Held virtually via Zoom at 7.30

 **Monday July 13th 2020**

**Present Councillors,** J Fitzakerley (Chair)

D Walsh (Vice Chair F Sills (attended by telephone link)

 H Watson

 A Higgins

 Clerk, J Bailey

**Apologies:**  County Cllr Bull, District Cllr Morley tried to attend but could not enter the meeting, Cllr Schroeter also tried to attend but could not enter the meeting – the council accept this explanation.

**Declaration of Members Interests.** There were none

**Public Participation** No residents had asked to attend.

**46/20 Minutes of the Last Meeting** – were recently circulated to the councillors. They were ratified and signed by the Clerk. This was proposed by Cllr Walsh and seconded by Cllr Sills.

**47/20 Neighbourhood Watch (Also Item 33/20)** The Chair reminded the meeting to be vigilant, especially if vehicles appear to be acting suspiciously and to report any suspicious behaviour

**48/20 Complaints re Nuisance Dogs at the Old School House, Yeaveley**. **(Also Item 34/20)** Following the last meeting the Clerk asked Cllr Morley’s advice on how to proceed and he agreed to try again to have a word with the owner. Mrs King has now had a system installed called ‘Hidden fences’ which is supplied by [www.dogwatch.com](http://www.dogwatch.com). This is installed underground about 6ft from the actual boundary and emits a very high sound when crossed that dogs do not like. There are no longer any problems. **This item is closed.**

**49/20 Planning Application, Stydd Hall Farm, Agricultural Worker’s Dwelling**. **(Also Item 35/20).** This application has been granted with a list of 10 conditions. These conditions can be seen on the DDDC planning portal using the reference 18/01407/FUL. **This item is closed.**

**50/20 Planning Application, Honeysuckle Farm, Agricultural Worker’s Cottage (Resubmission)**. **(Also item 36/20).** The Clerk contacted Andrew Stock at the planning authority about this and was told that the application is still waiting for an S106 agreements to be finalised before the formal decision notices can be issued. Planning obligations under Section 106 of [**the Town and Country Planning Act 1990**](https://www.local.gov.uk/pas/pas-topics/infrastructure/www.legislation.gov.uk/ukpga/1990/8/section/106) (as amended), commonly known as s106 agreements, are a mechanism which make a development proposal acceptable in planning terms, that would not otherwise be acceptable. The application is with the Councils Legal Representatives to be finalised - the applicant and the agent should be aware of this.

**51/20 Planning Application, 3 to 5 Rodsley Lane, Off Street Parking. (Also Item 37/20)** This application has been refused again. The Clerk was informed by one of the residents that they would be taking it to appeal. **This item is closed.**

**52/20 Planning Application, Westfield House, Hales Green, Extension to Existing Garage to Enclose Car Port and Staircase. (Also item 40/20)** This application has been granted on condition it is begun within three years. **This item is closed.**

**53/20 Footpath Issues. (Also Item 41/20).** The Clerk asked Cllr Morley for guidance on who is responsible for maintaining hedging fronting private property that is encroaching on the pavement. He advised her that it was on the list for the Clean and Green Team to action. Cllr Higgins asked who is responsible for keeping footpath access clear. Cllr Sills explained that the land owner is responsible and if the council has to get involved they will do the work and then invoice the landowner. The access in question was on footpath 11 in Yeaveley which passes by the flats on Rodsley Lane and enters the field. The Clerk will make enquiries about getting this problem resolved.

**54/20 Highways and Flooding Issues (Also Item 42/20).** Cllr Walsh said that flooding is still occurring opposite the cemetery even with minimal rainfall. The Clerk will report this to the authority.

**55/20 Clerk’s Report. (Also Item 43/20).** With regard to Training – DALC have been offering training facilities via zoom and I have taken a delegate place on ‘Law & Good Practice of Local Council Meetings’ which took place this morning. There are a few minor issues to be addressed. A list has been circulated and will be addressed before the next meeting. Cllr Higgins has a delegate place on Councillor Essential Training - 15 July 2020 – 6pm - 8.30pm. These sessions are covered by the enhanced fee. The Chair has booked a place on Planning Training - 23 July 2020 which incurs a fee of £50 but it is important to understand procedures. Cllr Higgins has also requested a place on Planning Training – but unfortunately there are no spaces.

**56/20 Audit – Approval and Signing of Certificate of Exemption.** Terri Jones has conducted theinternal audit again this year and completed the Internal Audit Report. The councillors appreciate this very much and express their thanks to her for her hard work. Her detailed approach makes sure that the PC (i.e. The Clerk) are doing everything properly. The papers for the audit items have been circulated to the councillors prior to the meeting. The Councillors unanimously agreed that the Chair should sign the certificate as being a true record. The Clerk/RFO will countersign now that there is a ‘minute’ reference to add. It will then be scanned and sent by email to PKF LittleJohn. **This item is closed.**

**57/20 Audit –** **Approval and Signing of Annual Governance Statement.** The Councillors unanimously agreed that the answer to all the questions was ‘Yes’ except item 9 which is N/A. The Chair signed the certificate as being a true record. The Clerk/RFO will countersign now that there is a ‘minute’ reference to add. **This item is closed.**

**58/20 Audit –** **Approval and Signing of Accounting Statement.** The Councillors unanimously agreed that this is a true record. The Chair signed the statement. The Clerk/RFO will countersign now that there is a ‘minute’ reference to add. **This item is closed.**

**59/20 Website Accessibilty Requirements.** The PC has to make sure that the website complies with this, which can be a costly exercise. The Clerk sought the advice of Steph O’Brien who readily agreed that he could make most of the adjustments required free of charge. He has informed her that 75% of the required adjustments have already been made. The other amendments will be looked at this month, including the addition of a new accessibility page. The Clerk and the Parish Council are very grateful to Steph for doing this work so promptly.

**60/20 Should the Telephone Kiosk ‘Library’ be Released?** The rules applied to public libraries state *"Returned books will be put into crates and quarantined for 72 hours. As for browsing, there may be a system whereby any books that have been touched and not borrowed have to go into quarantine; it’s still to be decided" The* Council agreed that we could not operate such a system of quarantining books? It appears that official advice is that we *need to know* it is safe first (through a risk assessment). The decision was made not to release the ‘library’ yet but to monitor what public libraries advise.

**61/20** **Financial Matters (Also Item 45/20)**  To date it still has not been confirmed that Cllr Walsh has been accepted as signatory. The Clerk rang Lloyds to chase this up and was told that a new mandate would have to be filled in as they have not received a corrected mandate that was requested in April. The Clerk had corrected the mandate and returned it. New papers have now been submitted. The Clerk will set up the payment of £50 to DALC for the Planning Training Bank statements and a summary of accounts had previously been circulated and the council unanimously agreed that the Clerk could sign them.

**Summary of Accounts 2020 to 2021 to end June**

**Receipts** Precept £2,900.00

 Interest £ 0.16

 Vat Reclaimed £ 11.13

 Cash Donation £ 59.00 **£2,961.61**

**Payments** DALC £ 244.06

 Clerk’s Salary to end June £ 430.44

 Petty Cash £ 32.83

 HMRC to end of June £ 107.40

 Insurance £ 161.84

Website to end June £ 41.58

Present £ 80.00 £1,098.15

**Excess of Receipts over Payments** £1,863.46

**Funds in Hand 1st April** £5,243.56 **£7,107.02**

**Funds in Account 00117946** £3,188.09

**Funds in Account 00054278** £3,872.52

**Petty Cash**  £ 46.41 **£7,107.02**

**Signed………………………………………………………………….Date……………………………………**

**The Date of the Next Meeting will be either 6th or the 7th September.**

**There being no further business the meeting closed at 8pm.**

**Signed………………………………………………………..Date………………………………………**