

Minutes of the ORDINARY MEETING OF IBSTONE PARISH COUNCIL
held remotely Tuesday 15th September 2020 at
<https://us02web.zoom.us/j/81577451201>
commencing at 8.31pm

Held under 2020 Regulation no 392 which came into force 4th April 2020 allowing remote attendance and modification of meetings and public attendance.

Present:

Cllr Melanie Grimsdale
Cllr Simon Hammond
Cllr Jeremy Malkinson Vice-Chairman
Cllr Richard Scott Chairman

And also present
Mrs. Deirdre Hansen Parish Clerk
No public present

121. No apologies for absence were received.
122. No declaration of interest in any agenda items were made.
123. The minutes of the Ordinary Meeting of 3rd August 2020 were confirmed as a true record.
124. Update on actions:
- a. It was noted that the play area had been checked. Cllr Hamond was thanked for recently strimming the area and that around the notice boards.
 - b. It was noted that the defibrillator had been checked.
 - c. It was noted that HMRC monthly requirements were fulfilled.
 - d. School hearing loop update- no progress
 - e. It was noted that the clerk had submitted the requested speed data and that the only further question had been if the MVAS was sent back to Swarco for recalibration after use. The clerk had replied that it was not.
 - f. It was noted that a thank you letter had been received from Simon Keable-Elliott
 - g. Play area maintenance- a quote received for £645 to replace right-hand support leg and the bottom 2 treads and rub down and rust treat slide with non-lead paint. It does not include the repair of the slide runout support. Clerk to ask for quote to have this included. Slide to be painted in green. Cllr Hammond to request a second quote. The matter to be discussed at the next meeting.
 - h. New website and WCAG 2.1 compliance- the costs to replicate our existing website are substantial and following a training course attended by clerk it was decided to apply the disproportionate burden clause in the 2018 regulation and keep the matter under review. The PC was grateful to Mike Henson for his support. Clerk to compile the appropriate accessibility statement for our website.
125. Meetings/training attended:
- 19/08/20 BMKALC WCAG 2.1 training course attended by clerk.
126. Discuss Maintenance/ Service requirements for
- a. MVAS's- a recent repair to the older MVAS was carried out FOC. Swarco had been thanked for their service. Cllr Hammond has requested a quote from Swarco for a maintenance contract. Quote not yet received.
 - b. Defibrillator- Cllr Grimsdale had asked SCAS if the defibrillator requires maintenance. She was told that it does not. The electrode pads do need replacing

every two years. She has also asked for a refresher course on the use of a defibrillator. We are on the waiting list for the next available opportunity.

127. Parking/speed stats/traffic issues.
- No issues.
 - The plane and patch work on Ibstone/Oxford road provides a much-improved carriage way. The requested, long awaited white lining is a great improvement.
 - It was noted that traffic speeds on the stretch between Hartmere and Grays Lane are the highest in the village.
128. WW I memorial- the work is in hand. Cllr Malkinson reported that he will meet with the contractor next week to work out a plan.
129. It was agreed to have the Fox Country Hotel relisted as an Asset of Community Value following the expiry of the 2014 listing.
130. A Casual Vacancy notice has been placed on the notice board and the website. The period of time for 10 electors to request an election runs until 25 September 2020. After that date if there are less than 10 requests for an election the PC can co-opt to fill the casual vacancy. If an election is requested under Covid Regulations it cannot be held until 6th May 2021.
131. Planning:
- BC decisions noted:
 - 20/06617/FUL One Acre, Grays Lane. Householder application construction of first floor side and rear extension to existing double garage (alternative scheme to 19/05245/FUL). PC no objection. BC permitted.
 - Appeals to the Secretary of State:
 - APP/K0425/C/19/3242223 appeal on 19/00086/ENFOT Litmore Shaw alleged engineering operations. The site will be visited by Cllrs this week. Following the site visit the PC's comments will be drawn up and once agreed they will be submitted to PINS by the clerk.
 - Applications awaiting decision:
 - 20/06168/FUL 6 Merton Cottages. Householder application for construction of two storey side/rear extension and single storey rear extension following demolition of existing rear single storey extension and front porch extension. PC no objection, but had made comments.
 - New Applications:
 - 20/06891/OUT OS parcel 5122. Outline Planning application for erection of two detached dwellings and associated garaging with all matters other than access reserved. PC had strongly objected.
 - Consultation on Planning White Paper. Clerk to send the summary paper provided by BMKALC to all the Cllrs.
132. Financial matters:
- Receipts:
31p bank interest noted
 - Bank balances 28/07/20 noted:

Current account	£ 6,511.22
Savings account (10/08/20)	£ <u>4,044.85</u>
Total:	£10,556.07

Less September payments	£ 296.72
Less September salary S/O	£ 313.41

Less outstanding cheque	£ 28.74
Balance carried forward	£ 9,917.20

- c. Clerk's working time approved:
 Contracted hours per month 23.8
 Holiday hours per month 2.6. (net hrs 21.2)
 Hours worked 28/07/20-6/09/20 (6 weeks=33hrs, net 29.4) -34.5 hrs
 Overtime bfw 16.6 + 5.1 = 21.7 hrs cfw
- d. Clerk salary for August 2020 @ £313.41 per month by S/O approved
- e. The payments as listed below were approved and the cheques to be signed.:

To Whom	Description	£
Wel Medical Limited	Electrode pads for defibrillator (delivered 09/10/2019)	81.42
S. Pullen and D. Allnutt (SKP Solutions)	Web hosting to 31/07/21	118.80
D Hansen	Clerks exp. August 2020	53.60
D. Hansen	Clerk back pay April-August 2020	42.90
Total value		296.72

- f. Review accounts year to date:
- The VE grant from WDC can be used for VE day celebrations next year.
 - The clerk to send Cllr Malkinson the recent bank statement, bank reconciliation and cashbook for checking.
 - Summary of accounts to date: 15/09/20

Accounts:

<i>Expenditure</i>	<i>Year to date</i> £	<i>Budget</i> <i>2020/21</i> £	<i>Income</i> £	<i>Year to date</i> £
<i>Clerks salary</i>	1609.95	3836	<i>Precept</i>	4625.00
<i>Admin expenses</i>	133.38	525	<i>VAT repayment</i>	279.65
<i>Working from home all.</i>	0	500	<i>Bank interest</i>	0.82
<i>Donations</i>	0	250	<i>VE Day grant</i>	125.00
<i>Web site</i>	99.00	500		
<i>Subscriptions</i>	169.35	190		
<i>Audit</i>	50.00	50		
<i>Insurance</i>	437.17	437		
<i>Playgrnd inspection</i>	68.50	70		
<i>Training</i>	0	250		
<i>Maintenance</i>	67.85	250		
<i>Sundry</i>	25.00	250		
<i>Election NOT NEEDED</i>	0	1000		
<i>VE day party</i>	0	500		
<i>Vat</i>	64.45	0		
<i>Total EXP.</i>	2724.65	8608	<i>Total INC</i>	4905.47

133. Any urgent business:
- Dog fouling on the common and cricket pitch. The Chairman was asked to put a note in the next newsletter reminding residents about dog fouling.
 - A review of the PC's Planning Statement is due and will be discussed at the next meeting. The Chairman will do compose a draft.
134. Date of next meeting was confirmed as Monday 9 November 2020.

In accordance with s1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting during consideration of this item due to the confidential nature of this item.

- 135. Clerk's pay increase.
 - a. The PC approved the Local Government Services' pay Agreement 2020-21 for the clerk as circulated. A 2.74% increase, back dated to 01/04/20.
 - b. Salary back pay to clerk from April-August 2020 5 months £42.90 was approved.

The Chairman.....

Date.....