

Charlton Musgrove Parish Council

Minutes of the Extraordinary Meeting of the Parish Council held via 'Zoom' on Tuesday 4 May 2021

The meeting started at 7.48 pm

In attendance: R Bastable, B Izzard, A Sutton, S Moore, D Rochford, S Turk, R Kimber

District Councillor: Anna Groskop

Parish Clerk: Fran Hill

Public Open Time: No members of the public were in attendance.

The Clerk informed the meeting that the meeting was being recorded. The recording would be kept until the draft minutes were signed as a true record.

CMPC 05/01 TO RECEIVE APOLOGIES FOR ABSENCE AND APPROVE THE REASONS GIVEN: None received

CMPC 05/02 DECLARATION OF INTEREST: None received.

CMPC 05/03 MINUTES: The Council approved the minutes of the meeting on the 23 March. With the note that the agenda stated 16th.

The Proposal to approve the minutes from 23 March 2021
Proposed by Cllr Sutton **Seconded** by Cllr Rochford
Resolved 7 – 0 - 0

CMPC 05/04 ACTIONS FROM THE PREVIOUS MEETING. There were no actions that are not covered by agenda items.

CMPC 05/05 PLANNING APPLICATIONS

- I. **Applications to consider at the meeting to be considered:** None
- II. **Applications to consider that have arrived after agenda was sent out.** None

CMPC 05/06 FINANCIAL MATTERS:

a) To approve cheques to be raised for :

	Cheque No	Payee	Amount	Notes
	624	Charlton Musgrove Parish Council	£500	To open our new Unity Bank Account

b) No invoices arrived since the agenda was sent out.

c) The Council noted cheques previously raised since last meeting under delegated powers

	Cheque No	Payee	Amount	Notes
	620	Scribe	£417.60	Accounting Package
	621	Zurich Ins	£401.00	Insurance
	622	Mrs C Izzard	£99.47	Flag

623	Three Counties	£78.00	Cemetery Maintenance
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d) Financial Matters to be considered.

- i. The Council noted the balance of the bank accounts and update on change of bank.
- ii. Update on Payroll: HMRC have not send through the Government Gateway, without which we are unable to download Basic tools. We are unable to work out the pay and tax for the Clerk until this is sorted. Cllr Moore informed the meeting that there was a new routine to come but this was not quite in place yet.

The Proposal to approve all financial matters
Proposed by Cllr Moore **Seconded** by Cllr Sutton
Resolved 7 – 0 - 0

CMPC 05/07

PLAY AREA:

- i. Update on letter. The Clerk had sent a gentle reminder and received a reply saying they will be in touch but nothing further has been received. It was agreed not to push the matter. **Cllr Izzard** will update the working party
- ii. Update on state of ground It was noted that the ground is uneven and Cllr Izzard and others have been filling the holes in. It is thought we have voles which are protected. It was agreed to keep the grass very short and fill with sharp sand. Cllr Sutton will get sharp sand and we can put it below the cherry tree in the cemetery.
Cllr Izzard has contacted the original manufacturer of the swing to ask for a quote to provide a replacement. Cllr Izzard will check with the working party as to their current position.

CMPC 05/08

HIGHWAYS: Drainage ditches on Rectory Lane & Road Repairs on Barrow Water Lane. Cllr Turk and Cllr Izzard updated the meeting on progress with their surveying of the whole village. Cllr Turk has nearly finished his bit and will send on to Cllr Izzard for the final input.

It was commented that there are a lot of blocked drains in the village.

The clerk informed the meeting that she had not had a reply from Gary Warren on her email but it had been passed to another department who had responded that works would be carried out soon. It was agreed the **Clerk** would send a reminder to Gary, thanking him for the work that is being done at the moment, and ask if there was an update on the obscured 30MPH sign on the corner of Barrow Lane.

CMPC 05/09

DOG BINS: It was agreed that we would create a poster or sign to put up. **Cllr Sutton** volunteered to create one but it was agreed that **All members** would look online for ideas and share them. It was suggested that we speak to local Vets and ask them to for suggestions.

Cllr Bastable will speak to the Pet food Shop, **Cllr Rochford** will speak to Friars Moor Vets, **Cllr Sutton** will speak to Southhill Vets and Delaware Vets, **Cllr Kimber** will speak to NFU and see if they can provide posters.

CMPC 05/10

ITEMS FOR THE NEXT AGENDA

- I. Dog Bins
- II. Highways
- III. Cemetery Rules
- IV. Play Area
- V. Risk Assessments **The clerk** will get guidance of our obligation regarding risk assessments for projects ie signposts, notice board

CMPC 05/11

DATE OF NEXT MEETING:

- I. Annual Meeting of the Parish Tuesday 18 May 2021 7.30pm
- II. General Parish Council Meeting Tuesday 18 May 2021

The meeting closed at 8.52 pm

DRAFT