

EAST HARPTREE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD VIA THE ZOOM PLATFORM ON TUESDAY 20th October STARTING AT 7.30pm.
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20.10.20	Present: Cllrs Andrew Jones (Chairman), Richard Coombs, John Vinson (left the meeting at 8'clock) Pam Carver, Wendy Gregory, Cllr David Wood and Vickie Isaac (Clerk)
Item 1	<u>Apologies for absence.</u> Cllr Gillingham
Item 2	Public Forum Report from Cllr David Wood: <ol style="list-style-type: none"> I. Pinkers Farm: The narrowing of the road as well as parking around Pinkers Farm continues to be an issue between the developers, local residents and B&NES. There was some discussion between EHPC and Cllr Wood regarding the potential use of white or yellow lines around the area and this will be considered at a future date if necessary. II. Pavement parking ban: There is currently in process a Government consultation on whether to ban pavement parking and is due to end in November and Cllr Wood will keep the PC updated on the outcome. III. Bristol Traffic Clean air consultation: To meet legal duties and government direction a further consultation is taking place with the hope of achieving clean air in the city & implementing a charging zone. If you would like more information, and or to take part in the consultation survey, please find it here: www.bristol.gov.uk/caz2020
Item 3	<u>Declarations of Interest:</u> None
Item 4	<u>Confirmation of the Minutes of previous meetings:</u> <ol style="list-style-type: none"> I. Cllr Gillingham had previously noted a minor inaccuracy and it was agreed by Council that this would be corrected. The amendment was made and the minutes of the Parish Council held on 15th September 2020 were agreed and signed as a true copy by the Chair. II. The confidential minutes of the Parish Council held on 18th August 2020 were agreed and signed as a true copy by the Chair.
Item 5	<u>Formal Motions requiring a decision:</u> <ol style="list-style-type: none"> I. Virtual Footpath: Council agreed to to the virtual footpath proposal put forward by BANES Highways on the email sent 30/09/2020 with the provision to accept a reduced number of 4 or less pedestrian signs if possible II. Chew Valley Neighbourhood Plan: Council agreed to abandon the aspiration in the CVNP to use the additional 10% shares of CIL receipts on 'joint projects' for the benefit of the wider Neighbourhood. The Clerk will advise the Clerks to the other Parishes of the CVNP and Jon Mitchell (CVNP Steering Group) of the acceptance of this resolution forthwith. Once all seven Parishes have confirmed agreement, each Parish will then be free to spend all of its CIL receipts within or for the benefit of its own Parish.

Signed:..... Date:

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	<p>III. Interim accounts & bank reconciliation deferred to next meeting.</p>	
<p>Item 6</p>	<p>I. Planning Application: Reference: 20/03382/VAR – In accordance with the Business Continuity Motion agreed at the Council meeting 17.03.20, the decision was taken to respond to the above planning application prior to this evenings meeting. Please see B&NES website or notice board for submission.</p> <p>II. Planning application: Reference Number: 20/03615/FUL Mr & Mrs Simon & Ivana Sewart - Eastwood Manor Mews - Unregistered Property Eastwood East Harptree, Bristol B&NES – Erection of 2no. single storey extensions and conversion of existing detached double garage to create annexed accommodation with associated work – Council agreed to fully support this application.</p> <p>III. Remembrance Day: A member of the public had written to the Council, asking if it had given any consideration to the holding of any form of event at the Grey Hollow Memorial on Wednesday 11th November. Councillors agreed that they supported the marking of Remembrance Day and it was reported that there were plans for the laying of wreaths at Grey Hollow, as has happened previously. It was also noted that the school would not be attending this year, due to Covid 19 and the ‘rule of six’. It was the view of the Council that this year, because of the prevalence of the virus and Government regulations, the event should be scaled down and should focus on the laying of the wreaths and the observance of two minutes silence. The Parish Council could not support any plans for an event on a bigger scale. It was hoped that any individual members of the public who decided to attend at Grey Hollow, would observe the rule of six and social distancing. The Council agreed that it would pay for the wreath being laid on behalf of the Parish.</p> <p>IV. Clerk resignation: Due to unforeseen circumstances, the clerk has had to step back from the role. A vote of thanks was raised by all councillors to Vickie Isaac, for her commitment during her tenure as clerk and for her offer to continue to help councillors pending the appointment of a new clerk.</p> <p>V. Wiping EHPC laptop: Functionality of laptop needs to be reviewed before a new clerk is in post.</p> <p>VI. Set up of new payroll: Payroll now fully set and being run, in the absence of a clerk, by Cllr Gillingham. This will be handed over to the new clerk in due course.</p> <p>VII. HMRC management: It has been confirmed by HRMC that there is credit on the account and that monies held will be used to settle further PAYE liability going forward.</p> <p>VIII. Bank transfer update: Council noted that transfer to online and a fit for purpose bank account was essential. After research and much consideration, Triodos (an ethical and sustainable bank) has been chosen and transfer from NatWest will take place as soon as practicable. Consideration will also be given to whether the council can take advantage of a “switch offer” letter recently received from Natwest in the interim.</p> <p>IX. New website administrator & secure Email transfer to new website: In the absence of a clerk – Cllr Coombs will take on the role of website administrator</p>	<p>WG WG</p>

Signed:..... Date:

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	<p>and will hand over to the new clerk in due course. The email parish.clerk@eastharptreeparish.org will be used on all EHPC business going forward.</p> <p>X. Clock - report and on going maintenance: The Council considered the report that outlined the need for repairs to the clock tower and agreed to ask Nathan Coffin to carry out the repairs before Paul Watkin redecorated. They went on to consider the whether annual maintenance by Nathan Coffin was also necessary. The Council concluded that as Paul Waldren regularly checked the clock, that this additional service was not necessary at this time.</p> <p>XI. East Harptree’s charities meeting – 30.11.20 @ 8pm</p>	
Item 7	<p>Financial:</p> <p>I. HMRC Tax payment: None due</p> <p>II. Clerk’s exps: Salary and Zoom exps - £684.47 Chairs exps: Krystal hosting & domain renewal - £134.32</p>	
Item 8	<p>Matters of Report.</p> <p>Midsomer Norton Dial a ride would like to be considered for a grant of £75 for the financial year 21/22. This will be considered when budget for that year is discussed.</p> <p>External Auditor requires further detail before signing off accounts. Andrew Jones to respond to this.</p> <p>Cllr Carver has brought to the Council’s attention that the NJC has agreed to a pay deal, which will apply to clerks pay retrospectively from April 2020.</p> <p>It was agreed that Cllr Carver would temporarily be the “proper officer” in order to summons Cllrs to a meeting in the absence of the clerk.</p>	
Item 9	<p><u>Next meeting: tbc</u></p>	

Parish Clerk

25.10.20

<mailto:parish.clerk@eastharptreeparish.org>

Signed:..... Date: