

PAYHEMBURY PARISH COUNCIL

Notice of the Parish Council Meeting to be held online on Wednesday 13th May 2020 at 7.30pm

AGENDA

Due to the COVID-19 restrictions physical Parish Council meetings cannot take place for the foreseeable future. The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 allow virtual meetings to be held provided they are open to the public. Payhembury Parish Council have decided to hold their online, virtual meetings using Zoom. Information on how to take part in these meetings is available on the Parish Council website

(http://www.payhemburyparishcouncil.org.uk/Online_meetings_using_Zoom_31320.aspx), the Parish Noticeboard, the Payhembury Parish Facebook page and in the Parish Paper. Meeting IDs and passwords will be advertised on the Parish Noticeboard and, where possible, in the Parish Paper. Alternatively, contact the Parish Clerk for a link to the meeting and the meeting ID and password (payhemburypc@googlemail.com). Please note there are some changes to the information provided in the Parish Paper for this meeting on 13th May – the mechanism for joining the meeting is the same but there will now only be one meeting instead of the 3 short meetings advertised in the Parish Paper.

AGENDA

1. Election of Chairman and Vice-Chairman of the Council for 2020-21
2. Apologies for absence.
3. Declarations of interest - to declare any personal or prejudicial interest in items on the agenda and their nature.
4. Agree minutes of previous meeting.
5. Matters arising from the previous minutes since the meeting on 11th March 2020.
6. Review actions from previous meeting (Appendix C).
7. Receive reports, if available, from 1) District Councillor, 2) County Councillor, 3) Police.
8. Public session – parishioners are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself.
9. Finance / budgeting / precept (statement of current financial position in Appendix A):
 - a. Annual audit reports - deferred to July's meeting.
 - b. To discuss BHIB insurance costs annual vs 3-yearly.
 - c. To discuss allocation of CIL payment from Oct 19 – Mar 20.
 - d. To review and approve the schedule of payments within Appendix A.
10. Planning (list of current & recent planning applications in Appendix B):
 - a. To review planning applications arising since the last meeting (Appendix B).
11. Parish issues: Route maps, Parish Council Assets: to discuss any actions needed.
12. Parish Council Open Projects – to review progress and agree next steps.
 - a. Project 1708 – Payhembury sign (flowers).
 - b. Project 1904 – Tale Bus shelter.
 - c. Project 1905 – DADBRF tree replacement.
 - d. Project 1906 – Playing fields improvements – to discuss response to RoSPA report.
 - e. Project 1907 – Barrow Road speed issue.
 - f. Project 1908 – Provision of allotments.
13. Parish Council Administration:
 - a. To adopt updated Standing Orders.
 - b. To adopt addendum to Standing Orders to cover restrictions due to COVID-19.

Issued by Dawn Chamberlain, Parish Clerk – 6th May 2020

**The next meeting of Payhembury Parish Council will take place on Wednesday 8th July 2020
at 7.30pm (location to be confirmed)**

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Appendix A – statement of current financial position incorporating schedule of payments

Bank Account balances on 6th May 2020

	Date	Payee (reason)	Total (inc VAT)	Balance
Opening balance	4.3.20			16327.82
Receipts	9.3.20	VAT reclaim (Aug 19-Feb 20)	111.28	16439.10
	31.3.20	Bank interest	16.74	16455.84
	1.4.20	Precept (6 months)	3783.80	20239.64
	23.4.20	CIL payment (Oct 19-Mar 20)	6906.56	27146.20
Expenses	29.3.20	Savills - playing field 6 month rent	-153.91	26992.29
	31.3.20	Quarterly bank charge (Jan-Mar 2020)	-18.00	26974.29
	3.4.20	DALC annual membership	-163.73	26810.56
	3.4.20	PlaySafety - RoSPA playing fields inspection	-90.60	26719.96
	3.4.20	Clerk's salary (March)	-298.80	26421.16
	4.5.20	Clerk's salary (April)	-304.80	26116.36
	4.5.20	Clerk - refund for Zoom subscription	-71.94	26044.42
Balance	6.5.20			26044.42
<i>Funds expected</i>	<i>Sep-20</i>	<i>Precept (6 months)</i>	<i>3783.80</i>	<i>29828.22</i>
		<i>VAT reclaim Mar 2020 onwards</i>	<i>82.22</i>	<i>29910.44</i>
<i>Upcoming expenses</i>	<i>May-20</i>	<i>EDDC - dog bin emptying *2</i>	<i>-218.40</i>	<i>29692.04</i>
	<i>May-20</i>	<i>Payhembury Parish Hall - grant for new kitchen</i>	<i>-100.00</i>	<i>29592.04</i>
	<i>May-20</i>	<i>Payhembury Parish Hall - hire for Council meetings</i>	<i>-72.00</i>	<i>29520.04</i>
	<i>May-20</i>	<i>Community Heartbeat - VETS telephone system</i>	<i>-100.00</i>	<i>29420.04</i>
	<i>May-20</i>	<i>BHIB - annual insurance</i>	<i>-376.01</i>	<i>29044.03</i>
	<i>May-20</i>	<i>Smith of Derby - clock service</i>	<i>-295.00</i>	<i>28749.03</i>
	<i>1.6.20</i>	<i>Clerk's salary (May)</i>	<i>-304.80</i>	<i>28444.23</i>
	<i>30.6.20</i>	<i>Quarterly bank charge (Apr-Jun 2020)</i>	<i>-18.00</i>	<i>28426.23</i>
	<i>1.7.20</i>	<i>Clerk's salary (June)</i>	<i>-304.80</i>	<i>28121.43</i>
Funds allocated		Clerk's salary	-2444.40	25677.03
		Administration	-1123.04	24553.99
		S137 payments	-159.17	24394.82
		Running costs	-1404.82	22990.00
Project 1708		Payhembury sign - flowers	-50.00	22940.00
Project 1904		Tale Bus Shelter	-2000.00	20940.00
Project 1906		Playing Fields improvements	-8500.00	12440.00
Project 1907		Barrow Road speed issue	-1700.00	10740.00
Contingency		Contingency (10% for projects)	-1230.00	9510.00
Closing balance		(General Reserves)		9510.00

Appendix B – Planning Applications awaiting decision (or recently decided)

App number	Property	Details	EDDC Decision
19/2766/TRE	3 Warren Close	T3, Oak: diseased and in need of removal (no objections)	Approved with conditions (04/03/20)
20/0217/FUL	Stomorage Cottage, Colestocks	Conversion of garage to use as a holiday let or as ancillary accommodation.	Approved with conditions (02/04/20)
19/1152/COU	Milton Yard, Payhembury	Use of land for the siting of a residential mobile home to be used as an agricultural worker's dwelling for a temporary period of three years in	Awaiting decision

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		association with a proposed goat rearing enterprise and use of adjacent land as garden and for parking (site visit – Parish Council support application)	
20/0199/FUL	Cheriton Farm	Proposed conversion of redundant farm buildings to four residential dwellings; demolition of attached and adjacent buildings; and associated works. (objections submitted)	Awaiting decision
20/0303/FUL	Little Barn, Colestocks	Conversion and extension of barn to create a dwelling, construction of outbuilding and provision of drainage infrastructure. Site visit arranged.	Awaiting decision
20/0418/FUL	Blue Anchor, Payhembury	Conversion of existing outbuilding and raising of roof to provide ancillary accommodation and replacement of septic tank with sewerage treatment plant.	Awaiting decision
20/0550/MOUT	Slade Barton, Payhembury	Outline planning application with all matters reserved for redevelopment of the existing farmyard and business units to provide: up to 9 dwellings, 480 sq metres B1(a) and B2 floor space and farm office, meeting room, workshop and garage; village car park and parking for existing dwellings; and associated infrastructure.	Awaiting decision
20/0689/FUL	Spring Willow, Payhembury	Construction of wooden garage/workshop.	Awaiting decision

Appendix C – Actions to be reviewed from minutes of meeting on 13th March 2020

Actions to be reviewed under agenda item 5

- 5c. Poor broadband issues in some parts of the Parish – only 2 reports received by the Clerk in response to the Parish Paper article. **Clerk to follow up with the individuals concerned.**
- 10a. Blocked drains at Haskins Cross have been reported. They are being cleared by Paul Thomas who lives nearby and he is obtaining a long high pressure drain hose to help which he has kindly offered for others in the parish to use if needed. This should be responsibility of DCC Highways. **Clerk to follow up.**

Actions complete – no review necessary

- 5b. Clerk to make changes to the Parish Council website to publish each Councillor’s response to planning applications. This work was put on hold pending the adoption of the Parish Council ‘Scheme of Delegation – planning matters’ policy. **Clerk to update website to publish Parish Council’s collective response.**
- 7b. Coronavirus (COVID-19) **Clerk to sort posters and arrange distribution.**
- 9e. Planning application 19/1119/FUL The Parish Council have been informed that an appeal has gone to the Secretary of State. **Clerk to submit a further comment to say that the applicants continue to have the full support of the Parish Council.**
- 11b. Project 1902 – Safety mirror on A373: Cllr Cox to check on costs. No costs identified; project closed
- 12a. Parish meeting / Sustainability Fair: **Cllrs to be available to talk to parishioners. Clerk to produce a display of recent achievements and future plans.** Postponed until the autumn due to restrictions.

Actions covered elsewhere on agenda

- 11a. Project 1708 – Payhembury sign (flowers): Cllr Eaton to sort invoice for work and materials. Project to be closed once invoice is paid; on-going maintenance will be covered from the ‘Assets Maintenance’ budget.
- 11c. Project 1904 – Tale Bus shelter: the residents of Tale have a carpenter who will build the shelter, with the Parish Council paying for materials. Waiting for information on costs. **Clerk to chase.**
- 11e. Project 1906 – Playing fields improvements: **Clerk to start planning application to level playing field. Clerk to clarify details regarding lease extension.**
- 11g. Project 1908 – Investigate provision of allotments: ... potential allotments at the end of Church Lane... **Clerk to check if planning permission is required for this. ... Cllr Eaton to follow up with the residents of Church Lane. ... ‘Vege-Link’ ... Clerk to advertise in the Parish Paper to gauge level of interest.**