

Worldham Parish Council
Minutes of Meeting held on 6th May 2020, 8pm
Via Zoom Conference Call

Present Cllr W Brock (Chair), Cllr T Blake, Cllr K Malin, Cllr R Twining, Cllr C Sole, Cllr R Bagnell
Also present Pamela Hibbins, Clerk to Parish Council, Cllr K Carter
No members of the public

20.01 Election of Chair of the Council for 2020/2021

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (found here) have now been issued and will come into force on 4 April 2020. Regulation 4 (2) carries the current appointment of chairman on until the Annual Meeting in May 2021 although councils may elect a chairman at earlier meeting should they wish to.
Chairman: Cllr W Brock

Proposed: Cllr R Twining. Seconded: Cllr K Malin.

20.02 Election of Vice Chair of the Council for 2020/2021

As above

Vice-Chairman: Cllr R Bagnell

Proposed: Cllr W Blake. Seconded: Cllr C Sole.

20.03 Chairman's Announcements

Chair noted the current community spirit and wanted to thank the organisers of Worldham Community group, in particular Cllr K Malin.

20.04 Apologies for absence - No apologies

20.05 It was RESOLVED to approve the minutes of the Parish Council Meeting held on 4th March 2020.

Proposed: Cllr K Malin. Seconded: Cllr R Twining.

20.06 District Councillor's Report

Cllr Carter was in attendance and reported that EHDC is still working through the corona virus pandemic. Cllr Richard Millard and CEO Gill Kneller have delegated powers. Most officers are currently working from home. Cllr Carter highlighted in particular the work of the waste disposal department and their work in continuing with road side collections. Waste facilities are reopening under restrictive measures.

More than 1,800 businesses have benefitted from coronavirus related business grants of £10,000 or £25,000.

Cllr Blake asked if the Planning Department was currently fully operational, Cllr Carter confirmed officers are still working but he will keep WPC updated. Safe work restarted on the Sport centres (construction of Whitehill & Bordon Leisure Centre and the demolition of the sports centre in Alton) last week under strict safety guidance

Noted that rural crime is currently reported to be on the increase.

20.07 There were no public questions as no members of the public were in attendance.

Meeting reconvened

20.08 Appoint Council leads for the following:

Councillors agreed to lead on the following:

- Village Hall Cllr K Malin
- Parish Plan Cllr R Twining
- Planning All councillors
- Commons, Village Greens & Rights of Way (changed to Playground, as others covered by Planning or Footpaths officer) Cllr B Bagnell

20.09 Appoint councillors as representatives to any outside bodies and agree reporting terms to Council

Councillors agreed on the following parish representatives:

- Footpaths Officer Ben Twining
- Jalsa Salana Representative Cllr T Blake
- Neighbourhood Watch Co-ordinator Kate Denyer
- Speedwatch Co-ordinator Nicky Twining

20.10 Asset Register

The register was reviewed and the Clerk confirmed the village gateways to be added at the value of £5,000. It was **AGREED** for this register to be adopted with the addition of the gateways.

Proposed: Cllr W Blake. Seconded: Cllr B Bagnell.

Action: Clerk

20.11 Insurance Cover

It was agreed that there were no changes to the insurance schedule and therefore the current agreement would continue. Current expiration is August 2020. Noted to stay with brokers who work with numerous charities and Parish Councils.

Proposed: Cllr R Twining. Seconded: Cllr W Brock.

20.12 Review of Council's Procedures

Standing Orders –

3W - Amended to 2 hours

See standing order 4d(viii) for the quorum of a committee or sub-committee meeting amended to See standing order 4g(vii)

4G vii amended to "shall be no less than two"

9B amended to 5 clear days

15 B ii amended to 5 clear days

15 B xiv amended to response to the local planning authority in either an electronic format or a book

Page 19 Paragraph ref vacancies amended to posted on all notice boards, websites and Facebook pages used by the Parish Council and local press (King's World).

Risk register –

2 (d) Failure to recover VAT - Procedures defined in WPC's 'Standing Orders Pertaining to Finance'. - VAT return to be completed annually (end of January) by the Parish Clerk. To amended January to March.

Amounts claimed back reported at Feb/March Parish Council meeting, amended to April/May

4 (a) In the case of the village hall, this is done in conjunction with the Village Hall Committee. PAT testing to be carried out annually.

Financial Regulations –

It was noted that the new Regulations allow the use of Internet banking.

Village Hall remuneration (Admin and cleaner)

Councillors agreed no remuneration was needed this year as Jill and Kish Sharma and Mike Walker waiver the remuneration last year and are happy to do so again.

Proposed: Cllr T Blake. Seconded: Cllr R Twining.

20.13 Grants

Churchyards Councillors resolved that the donations to the churchyards for 2019-20 are:

- East Worldham - £400
- West Worldham - £100
- Hartley Mauditt - £100

The donations are for the upkeep of the burial grounds in the respective churchyards.

Proposed: Cllr K Malin. Seconded: Cllr W Brock.

Action: Clerk

20.14 Meeting dates for 2020/20

Meeting dates were agreed up to the Annual Meeting in 2020 (Appendix 1).

Proposed: Cllr W Brock. Seconded: Cllr K Malin.

20.15 Planning Applications:

Cllr T Blake declared an interest in planning application for **SDNP/20/00948/FUL**

SDNP/20/00948/FUL Location: Willow Cottage Rookery Farm Lane Kingsley Bordon GU35 9NN

Proposal: Two dwellings with associated parking following demolition of existing dwelling and identified outbuildings

Advised to look at previous application. No objections but have some reservations and would recommend that a site visit is met in regards to the outbuilding criteria and footprint and if these are included in the footprint of the proposal and also that there is no issue with the access to the property

NO OBJECTION Proposed: Cllr W Brock. Seconded: Cllr C Sole

Action: Clerk

20.16 Payment Schedule:

It was **RESOLVED** to approve the following payments:

Proposed: Cllr Brock. Seconded: Cllr Twining

Payment date	Payee	Description	Net	VAT	Total
04/05/20	P Hibbins - Clerk	Salary April 2020	£451.46	£0.00	£451.46
04/05/20	P Hibbins - expenses	Folders and dividers for 2020 (£5.33 and £2.04)	£7.37	£0.00	£7.37
04/05/20	HMRC		£108.20	£0.00	£108.20
04/05/20	SSE Southern Electric	Village Hall	£325.10	£16.25	£341.35
04/05/20	Community Heartbeat	Annual Support - defibrillator (WCBF Acct)	£165.00	£33.00	£198.00
04/05/20	Kingsley Parish Council	Councillor Training (run by HALC- Booked by Kingsley Parish Council)	£102.15	£17.78	£119.93
04/05/20	Kompan	Replacement timbers	£329.40	£65.88	£395.28
04/05/20	HALC	HALC Affiliation fees and NALC Levy	£207.37	£0.00	£207.37
04/05/20	Origin Services	Domain renewal for 2 years	£33.60		£33.60
			£1,729.65	£132.91	£1,862.56

To note the following payments were approved in April via delegation rights during lockdown due to Corona Virus Covid 19

Payment date	Payee	Description	Net	VAT	Total
03/04/20	P Hibbins - Clerk	Salary March 2020	£451.46	£0.00	£451.46
03/04/20	HMRC	March 2020	£108.20	£0.00	£108.20
03/04/20	EWPC	Fire extinguisher inspection	£50.69	£10.13	£60.82
03/04/20	ICO	Annual Data Protection Fee	£40.00	£0.00	£40.00

			£650.35	£10.13	£660.48

20.17 Financial Report: The Clerk advised that the bank balances are as follows:

Bank Balance as 31/03/2020

4th Quarter figures

Current Account: £4,507.90

Instant Access Account: £12,522.40

Worldham Community Benefit Fund: £6,175.61

To note the VAT reclaim from January 2019 – March 2020 was for £1,381.86.

The first instalment of £6,134.00 for this year's precept has been received.

20.18 Any other business

Parking issues were raised for Rectory Court and by the church. To determine if parking at the church is owned by Highways, if they adopted all of church lane. **Action: Clerk**

Electrical inspection of Village Hall to be carried out 5 yearly (next due 2015). Both PAT Testing and electrical inspection needs to be carried out in 2020. **Action: Clerk**

Replacement materials from Kompan have arrived therefore playground contractor to be agreed at next meeting. **Action: Clerk**

The Chair referenced a draft letter from Sir Charles Cockburn Bt to Chief Constable raising issues on policing resources in Alton and Rural. Letter to be circulated and agreed via email if we are to support. **Action: Clerk**

20.19 Date of next meeting; Next meeting is Wednesday 3rd June 2020

20.20 The Chair closed the meeting at 9.50pm.

Signed:

Date:

Appendix 1: Meeting Dates 2020/2021 Worldham Parish Council

The Parish Council meets once a month, usually on the 1st Wednesday of the month.

Wednesday 6 th May 2020	Annual Meeting
Wednesday 3 rd June 2020	Full Council Meeting
Wednesday 1 st July 2020	Full Council Meeting
Wednesday 5 th August 2020	Full Council Meeting
Wednesday 2 nd September 2020	Full Council Meeting
Wednesday 7 th October 2020	Full Council Meeting

Wednesday 4 th November 2020	Full Council Meeting
Wednesday 2 nd December 2020	Full Council Meeting
Wednesday 6 th January 2021	Full Council Meeting
Wednesday 3 rd February 2021	Full Council Meeting
Wednesday 3 rd March 2021	Full Council Meeting
Wednesday 7 th April 2021	Full Council Meeting
TBC May 2021	Annual Parish Meeting
Wednesday 5 th May 2021	Annual Meeting