

EAST SUTTON PARISH COUNCIL

Date:	Wednesday 19 th August 2020 at 8:00p.m.
Venue:	Remote zoom meeting
Present:	Cllrs: Tim Turnill (Chair), Malcolm Ireland and Jonathan Worsfold Clerk – Mrs Janet Burnett

The Chairman asked if anybody was recording

Submission from County and Borough Councillors and Police

1. Apologies previously received from Cllr Elizabeth May which was accepted, Cllr Prendergast and Cllr Chappell-Tay
2. Declaration of Lobbying - none
 - I. Declaration of Changes to the Register of Interests - none
 - II. Declaration of Interest in items on the Agenda - none
 - III. Requests for Dispensation - none
3. Minutes of the meetings held on 22nd July 2020 were agreed
4. No matters Arising
5. Risk Assessment response to Covid 19 was considered

The Parish Council resolved to approve the Covid 19 risk assessment

6. Business Continuity response to Covid 19 was considered

The Parish Council resolved to approve the Covid 19 business continuity response

7. The finger post in the verge at the junction of Brick Kiln Lane and East Sutton Road was discussed
The sign and delivery would cost 182.60.

The Parish Council resolved to accept this quote and agreed that metal letters would be used

Action: The Clerk would contact usual contractor in relation to installing

8. Graveyard – Clerk has contacted MBC parks and asked when the works are going to commence.
9. Website quotes were discussed

The company resolved to accept the quote of Company 3 Hugo Fox

10. Financial Regulations circulated to be carried forward
11. Impact Assessment – to be carried forward
12. Consultations:
NALC consultation - EPC4 – Communities framework & the devolution white paper - deadline 17 August
13. Police Report - Nothing to report
14. Highways and Public transport
Cllr Ireland reported
The overgrown verge outside the Church is being investigated by KCC

Action: Cllr Ireland to follow up

15. Lighting – Clerk updated the meeting
16. KALC
17. Local Development Framework
18. Planning

I. Recommendation made on:

- i. 20/503241/ Rose Cottage Friday Street ME17 3DD FULL
Erection of front porch and single storey side extension.

The Parish Council resolved to approve this application

- ii. 20/503519/FULL Field Cottage Brick Kiln Lane ME17 1HB
Demolition of existing porch and conservatory, and erection of a part single, part two storey front extension and two storey side extensions to both sides

The Parish Council resolved to approve this application

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19. Finance

- I. Correspondence – clerk overpayment of 89.99 to be corrected in August salary
- II. No Income to be noted
- III. Items ratified for payment

J Burnett	198.67	Salary
Tailored Pensions	13.20	Pension
Items approved for payment		
James Ferguson	95.00	Play area inspection
HMRC	39.60	Paye
SVPC	39.00	Room rent
Came and Co	489.31	Insurance
- IV. Bank Balances – circulated
- V. Bank Reconciliation - approved
- VI. Performance against budget – approved
- VII. Insurance
 - i. Policy circulated, Cllrs to check and report back at next meeting
 - ii. Flood risk cover circulated – no action

20. Play Areas

- I. Play area risk assessment and signage was discussed and approved

The Parish Council resolved to open the play area once the signage was in place

Annual report circulated

21. Village Hall Lease

Action: Cllr Turnill to liaise with the Village Hall committee Chairman

22. Correspondence
23. Items for next meeting
24. Date of next Parish Council Meeting 7/10/2020
25. Meeting closed 20.56

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WEBSITE PROVIDER

BACKGROUND

The Parish Council website has been hosted since it's conception by KCC eis. This has been a free website using wordpress.

From the end of September KCC are no longer providing this website for free so a new provider must be found.

From the 30th September website accessibility guidelines have been updated which means that not only going forward, but also all existing documents need to be updated to meet these new requirements. This is a labour-intensive project and a provider which can undertake this is necessary.

Three companies were approached based on recommendations from other Parish Councils.

Company 1

Year one costs			Year two cost		
Setup fee to	£ 600.00	No VAT	Support Charge)	£ 100.00	No VAT
Support Charge to	£ 100.00	No VAT	hosting	£ 79.99	+VAT
hosting	£ 79.99	+VAT	email included	included	
email included	included		SSL Certificate	included	
SSL Certificate (using Lets Encrypt)	included		total	£ 179.99	
.gov domain	£ 90.00	+VAT			
total	£ 869.99				
- VAT	£ 34.00		Year three costs		
			Support Charge	£ 100.00	No VAT

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For Each additional domain			.gov domain	£ 90.00	+VAT
Additional doman (.org.uk - cost is typical)	£ 6.99		hosting	£ 79.99	+VAT
Additional host to main site	£ 4.00		email included	included	
			SSL Certificate	included	
			total	£ 269.99	

Company 2

Pricing

For the design, build and migration of all content I am pleased to quote a total cost of **£649 (+VAT)**. This would give a fully 'ready to go' website that features all modern functionality and meets all current requirements. We are very focused on accessibility regulations from a website development perspective (ensuring our sites are compliant with WCAG 2.1 AA criteria), but also here to support what is uploaded to the website. GDPR compliance as standard.

Our website hosting and support (**£19 per month + VAT**, invoiced annually) includes regular (daily, weekly) backup, disaster recovery, SSL certificate. We provide additional WordPress/website security, plugin and core WordPress updates as they become available.

Our hosting is UK based with a 99.99% up-time. This hosting charge and the website cost mentioned above are the only costs required - there are no hidden costs or fees. Second year website costs are for hosting only (**£19 per month + VAT**).

This would be plus £90.00 for the Gov.co.uk emails

Company 3

Are a specialist provider of free Parish and Town Council websites, providing popular, tried and tested and easy to update websites to hundreds of Councils throughout the UK that work in pc, mobile or tablet.

Bronze (current free offering)- FREE

Silver - £19.99 per month

Gold - £399 starter cost then £29.99 per month until no longer needed.