**Minutes of the meeting held on Monday 6th July 2020 at 7.30 pm in Bainton Village Hall**

1. **Present**: Cllr B Froggatt, Chairman **(BF),** Cllr D Walford, Vice Chairman **(DW),** Cllr S Smith (**SS),** Cllr P Metcalf (**PM),** Cllr S Lowes **(SL)**, Cllr S Christie **(SC)**, Cllr J Christie **(JC)**, Cllr A Allen **(AA)**, Mrs E Brooks (Clerk to the Council), 4 Residents.

1. **Apologies for absence** –None
2. **Declarations of interest –** Cllr P Metcalf Agenda item 9

Cllr S Lowes Agenda item 9

Cllr S Smith Agenda item 6vi

Cllr J Christie Agenda item 9

Cllr S Christie Agenda item 9

Cllr D Walford Agenda item 12i & 12ii

1. **Previous Minutes**

The minutes of 16 March 2020 were offered for approval. The minutes were unanimously approved. Proposed by **SS** and Seconded **SL**

1. **Matters Arising –** None
2. **Chairman’s update of Council actions/workload since last meeting -** BF advised that the workload on the PC had increased dramatically since the start of the coronavirus epidemic, but that had been shared between just a few members of the council. He asked DW to speak on items i-iv.
3. **Coronavirus Actions by PC**
4. **Workload to PC Members**
5. **Shopping & assistance to residents**
6. **Additional newsletter information sheets**

Speaking on items i-iv, DW confirmed the PC had been very proactive through the national emergency, issuing additional newsletters, (almost 300 pages printed), setting up a dedicated phone line & email for local coronavirus enquires, & ensuring all vulnerable residents were offered shopping, medication deliveries & moral support. A project with Morrisons was arranged by Malcolm Clarke, with DW to supply fresh vegetables & fruit to vulnerable residents & DW asked that thanks be minuted to Malcolm Clarke. Over 2 dozen residents had been assisted with this scheme & this was ongoing.

1. **Keeping village tidy**

BF advised there has been no grass cutting from ERYC during COVID. Several residents had undertaken work to keep the village looking tidy, working as individuals and the task was not organised by the PC. SS offered a vote of thanks to Mr Gaskin and all members thanked the residents for their work including Mr Smith.

1. **Complaint against PC member**

SS left the room. Members were informed of a written complaint which was received by email on 27th April 2020 from a resident regarding Cllr S Smith. At the time of the complaint Cllr S Smith was not carrying out PC duties and due to the nature and content of the email, advice was taken from our PCSO and the matter was left for the Police to investigate. The complaint has been unpleasant and unfair and beyond the remit of the Parish Council and as such rejected by the PC. Passing to the authorities was the best route of action.

It was noted that CCTV has been installed on Meadow view, which maybe in connection with the 3 years of significant increase in reportable crimes in that area.

JC Thanked the Chair for handling the complaint and sorry he had had to deal with the situation but had handled it well.

1. **Resignation of member**

Resignation was received from Paul Galvin on 12th June 2020. All members would like to minute thanks to Mr Galvin for his time and service as a Councillor.

1. **Vacancy**

Vacancy notice prepared and advertised on the noticeboard. The PC will be able to co-opt after 20th July if a bye-election is not requested.

1. **Communications & PR to the village**
2. **Bainton Beacon newsletter**

DW continues to produce on a temporary basis until a new editor is found. Costs have decreased due to in-house printing, now just under £10 an issue compared to £30-£50. The option of receiving the newsletter by email is now available and will also help to reduce printing costs and distribution. DW thanked SS for his assistance with printing & again urged members to seek a new editorial team, as he had too much work to continue with this role. Permission was granted to purchase a toner cartridge so there is one in stock, (one cartridge printed around 2,500 sheets).

1. **Notice Board relocation**

Previously discussed in March. In poor condition. Hopefully renovate and re-locate to outside the village hall.

1. **First Aid Training**

Cancelled due to COVID. Training would still be welcomed when safe to do so. Clerk to make contact and enquire about prospective dates for 2021.

1. **Bowles Club**

PM no further update due to COVID. Village Hall committee are currently funding the grass cutting and general upkeep is required such as the hedge. JC organised the insurance which was paid for by the Bowles club.

1. **Highway Matters**
2. **Street Light upgrade –** Upgrade to LED has been completed. Currently paying twice for lighting via SLA and Council Tax. SLA is a large portion of our precept money and therefore the issue must again be highlighted. DW and BF will construct a letter to send to Ward Councillors.
3. **Drainage West End** – Now been repaired
4. **Drain – South Lane –** Issue raised in AOB at previous meeting. To be highlighted on next village walk-a-bout.
5. **Highway Boundary Markers – Low Farm Kirkburn -** Chair and Clerk put on hold writing to ERYC due to COVID. Kirkburn PC have not provided any update.
6. **Green lane signage –** Clerk chased ERYC as had no response to our reply email sent 17th March asking them to reconsider our request for ‘unsuitable for motor vehicle’ sign. Request for seasonal closure must also be addressed again.
7. **Playground**

Clerk has printed and laminated signage to be displayed at the playground regarding social distancing as suggested by ERYC. BF offered to display them.

1. **Wood Preservative –** Required for the fence & equipment, non in stock but BF will purchase when available.
2. **Grass cutting** – Paul Galvin has kindly been cutting the grass at the playground but unfortunately is no longer able to continue. SS to contact possible volunteer.
3. **Planning applications**
4. 20/01551/TPO – The Forge, Church Street – PENDING
5. 20/01774/TCA – The Forge, Church Street - PENDING
6. 20/01836/PLF **–** Rosedene, West end **–** Plans were unable to be viewed at the meeting therefore no decisions were made. Site meeting to be planned.
7. Any planning applications arising - None
8. **Finance & Administration**

Bank reconciliations circulated prior to the meeting. Current account £3208.48 Reserve account £3669.91 Action Fund £400.13.

 PAYMENTS - CLERK SALARY £446.97

1. **Any other business from elected members or members of the public**
* **From elected members** - None
* **From members of the public**

Mr Jennison raised an issue around The Bainton Beacon, claiming that a council member had put one through his door. BF advised he had no idea who had done that. Allegations were made and a heated exchange of views with between Mr Jennison & BF. Mr Jennison also made a complaint regarding Cllr S in relation to a civil argument. BF ruled that these were not PC business and refused to let the matter disrupt the meeting as this was not within remit of the PC.

Mrs Beaumont - Village Hall window can be used for Parish Council notices whilst the noticeboard is repaired and re-located. The members thanked him for this.

Mrs Beaumont – South Lane drain issue highlighted at previous meeting, the drain is too small. DW explained that this was not possible to fit a full sump due to the shallow depth of the drain but would be raised on the next walk-a-bout.

1. **Date of next meeting:** 14 September 2020 at 7.00pm, Village Hall, Bainton

**Meeting closed at 8.40 pm**