

# Ordinary Meeting of the Parish Council

## 7.30pm Monday 8th March 2021

**Held via Video Conferencing  
(Due to Coronavirus Restrictions)**

### **Draft Minutes**

**Ver 080321**

**PRESENT:-** Councillor B Chandler (Chair)  
Councillors R Pugh (Vice Chair), N Cole & G Noble,  
Clerk – D Jeans  
No member of the public joined the video conference.

#### **1. Apologies and Approval of Absences**

1.1 All Councillors were present.

#### **2. Declarations of Interest**

2.1 It was agreed this would be agenda-specific.

#### **3. Minutes of Previous Meeting (11<sup>th</sup> January 2021)**

3.1 The minutes of the last meeting had been circulated. Councillor Cole proposed that the minutes be adopted, seconded by Councillor Noble, and this was agreed by Councillors present.

#### **4. Matters arising**

4.1 There were no matters arising.

#### **5. Contributions from the Public (Maximum 30 minutes)**

5.1 No members of the public attended the meeting.

#### **6. Village Crime and Disorder Issues**

6.1 Councillor Noble reported that fly tipping was still occurring in Castle Lane on an infrequent but regular basis. The Clerk outlined the Borough Council fly tipping policy and response, and that the Police would respond to reports.

6.2 Councillors discussed the installation of closed circuit TV covering the recreation ground and Councillor Chandler agreed to make enquiries with a Borough Councillor.

## **7. Coronavirus Crisis Update**

- 7.1 Councillors felt that the Coleshill Surgery had performed extremely efficiently in delivering the coronavirus vaccination programme.

## **8. Financial Report**

- 8.1 The Clerk had circulated the Council's accounts to 4<sup>th</sup> March 2021. The Clerk had also circulated an update of the 2020/21 budget position. Savings had been made on the horticultural services budget (£1,600) and because of coronavirus, there would possibly be a £500 saving on the community bus service. There were also probable savings on the S137 budget (£500) at year end. The Clerk's salary costs were likely to be £1,300 more than budgeted due to additional work required during the year. The net overspend would be less, due to repayment of NWAC work.
- 8.2 The Clerk advised that Councillors had previously agreed that the current horticultural services contract should be extended subject to the quotation provided. He outlined the cost of a one-year and two-year contract, highlighting the % savings that would be achieved. Whilst the rise was above the level of inflation, Councillor Chandler proposed acceptance of a two-year contract, seconded by Councillor Noble and agreed by Councillors present.
- 8.3 The Clerk reminded Councillors they needed to make a decision on the grounds maintenance contract where NWBC was offering both a one-year and two-year deal. The Clerk had raised the % increase with other clerks within the WALC group and none reported terminating their arrangement with NWBC. Following discussion, Councillor Chandler proposed acceptance of the two year deal, seconded by Councillor Cole and agreed by Councillors present.
- 8.4 Councillor Chandler proposed adoption of the financial reports, seconded by Councillor Cole and agreed by Councillors present.
- 8.5 The Clerk had provided the Chair with recent invoices prior to the meeting and the payment schedule for the period to 12<sup>th</sup> January to 7<sup>th</sup> March 2021 which the Chair signed.
- 8.6 A request for a donation from the Council to the Marie Curie Organisation had been received and circulated to Councillors. Following discussion, it was agreed that the Council would continue to support local charities rather than national organisations. The Clerk was asked to notify the Charity.
- 8.7 Councillor Noble queried the funding for the youth club to be established in Nether Whitacre. The Clerk advised that the Council had agreed to match the funding being provided by Nether Whitacre Parish Council (SPC 26/10/20 - 19:2:1) and he would make further enquiries on the club's progress with the Nether Whitacre Clerk.

## **9. Planning Matters**

- 9.1 There had been no Shustoke items since the last meeting.

## **10. Horticultural Services & Handyperson Activities**

- 10.1 The Clerk advised that the appointed handyperson was unable to assist with the repair of the telephone kiosk. Councillor Cole suggested a local joiner who might quote for the work and the Clerk agreed to make contact. Councillor Chandler understood that the Community First Responders group would be able to repaint the kiosk door in the requisite colour.

## **11. Recreation Ground Play Equipment**

- 11.1 Councillor Chandler updated the Council on progress to date. She was working with various organisations to secure grant funding but felt that there needed to be a broader range of equipment available which would serve both children and adults. The plan to clear the triangle by the gate was still in progress but additional funding was still being sought. Councillors agreed to approach the Village Hall Management Committee for a donation.
- 11.2 Councillor Chandler hoped to have a firm proposal available at the next meeting.

## **12. Road Safety Issues**

- 12.1 The Clerk advised that a speed survey had been agreed but had been delayed due to the abnormal traffic patterns resulting from coronavirus lockdowns.

## **13. Local Government Restructuring and Changes to the Role of Parish Councils**

- 13.1 Councillor Chandler reported that restructuring had dropped down the agenda and the consultation group was now a Communities Futures Group.

## **14. Reports from County and Borough Councillors**

- 14.1 No County nor Borough Councillors were present.

## **15. Report from Village Hall Management Committee**

- 15.1 Councillor Cole reported that, due to coronavirus restrictions, the hall remained closed for public use and two grants had been received from the Borough Council to cover lost income. The roof had been repaired, successfully, and the toilets renovated. A broadband connection had been installed and the heating system was now controllable remotely.
- 15.2 Councillor Chandler raised the issue of Council meetings continuing to be held on a Monday night. She felt that it was appropriate to retain the traditional night. Following discussion, Councillors agreed to retain Monday but agreed that meetings might start at 8pm where necessary.

## **16. Reports from Parish Councillors**

- 16.1 Councillor Chandler proposed a photographic competition for Villagers once lockdown had been lifted, with suitable photographs appearing on the website gallery. Following discussion, it was agreed that the theme should be 'Shustoke Life'. Councillor Pugh proposed a prize of £25, seconded by Councillor Cole and agreed by Councillors present.

## **17. Co-option of Parish Councillors**

17.1 Despite notices in Connecting Four and on the local Facebook group page, no volunteers had emerged. Councillor Chandler proposed further discussion at the next Council meeting.

## **18. Correspondence**

18.1 The Clerk reported receipt of a complaint of a dangerous broken fence post along an unauthorised foot path at the west end of the Reservoir. The Clerk had reported the matter to Severn Trent and action had been taken within a few hours. The longer term resolution was to close off the unauthorised footpath.

18.2 Friends of the Earth had written to the Clerk in respect of the Council's consideration of a generic 20 point plan for local councils which had been circulated to Councillors. Councillor Chandler proposed that the Council should take note of the proposals and keep them in mind when relevant Council decisions were being taken. Councillor Noble suggested the Council consider how additional tress might be planted and this was to be a discussion at a future meeting. Councillor Pugh felt that the Hall Management Committee might be able to make beneficial changes to the hedge surrounding the hall.

18.3 The local 'Census 2021' Engagement Manager had sent a number of helpful documents to Councillors which had been circulated. Councillors had been asked to propose how the Parish Council might assist in maximising completion of the Census by Shustoke residents. Councillors felt that the ongoing closure of the village hall and other lockdown restrictions precluded any proactive response.

**There being no further business, the meeting closed at 9.26pm**

## **SCHEDULE OF DATES OF MEETINGS**

Annual Meeting of the Parish	7.30pm Monday 12 <sup>th</sup> April – Video Conference
Annual Meeting of the Council	7.30pm Tuesday 11 <sup>th</sup> May – Meeting/Video Conference
Ordinary Meeting of the Council	8.30pm Tuesday 11 <sup>th</sup> May – Meeting/Video Conference