



CLEEVE PARISH COUNCIL

Here for you.

Minutes Cleeve Parish Council will be held on Tuesday 12th May 2020 at 7.30pm virtually via ZOOM

80/20 Present

Chair Morley, Vice Chair Lister, Cllr Pitman, Cllr Burn, Cllr Stringer, Cllr Pritchard

Clerk: Alicia Fox

81/20 Apologies – District Councillor Steve Hogg

82/20 Election of Chair and acceptance of office

Cllr Morley was elected as Chair

Proposer Cllr Lister, Seconder Cllr Burn.

83/20 Election of Vice Chair and acceptance of office

Cllr Lister elected as Vice Chair,

Cllr Morley proposed and Cllr Pitman seconded.

84/20 Members of the public

Cllr Burn under members of the public, Community Resilience should be given the £55 remainder in the budget.

85/20 Declaration of interests

- (i) Declarations of interest relating to this agenda.

Cllr Burn- 20/P/0903/FUH- Gruff Cottage

Cllr Pitman/ Cllr Burn- Community resilience

- (ii) To consider applications for dispensations for section 33 (b) to (e).

Cllr Burn requested to be granted a dispensation with regards to Bristol Airport. The full Council discussed the dispensation and agreed to grant it.

86/20 Agreement of Minutes of the Meeting held on 10th March 2020

Minutes were agreed by Chair Cllr Morley.

87/20 Review of Delegation Arrangements

It was agreed by all to retain all powers and responsibilities to ordinary meetings of the Council.

88/20 Review of amended Standing Orders

Resolved: The policy was reviewed and agreed by the Council.

89/20 Review of Financial Regulations

Resolved: The policy was reviewed and agreed by the Council.

90/20 Review of Risk assessment

Resolved: The policy was reviewed and agreed by the Council.

91/20 Review of Social media policy

Resolved: The policy was reviewed and agreed by the Council.

92/20 Review of Health and Safety policy

Resolved: The policy was reviewed and agreed by the Council.

93/20 Review of Equality and Diversity policy

Resolved: The policy was reviewed and agreed by the Council.

94/20 Review of representation on or work with external bodies and arrangements for reporting back

- Village Hall Committee – Cllr Stringer
- Playing Fields Committee – Cllr Morley, Cllr Lister as deputy
- Parish Council Airport Association – Cllr Burn
- Charities – Cllr Pitman
- Community resilience liaison- Cllr Pitman
- CPRE – Cllr Burn
- ALCA – Cllr Lister
- Bristol Airport Environmental working group- Cllr Lister/ Cllr Burn
- Equal Opportunities – Cllr Pritchard
- Airport Consultative Committee- Cllr Burn

Jean Ashman has volunteered to remain the guardian of the defibrillator; however the Clerk also knows how to carry out the checks.

Reporting back at the next available meeting.

95/20 Review of inventory of land and assets including buildings and office equipment

Resolved: The policy was reviewed and agreed by the Council but this is work in progress.

96/20 Review and confirmation of arrangements for insurance cover in respect of all insured

Council agreed to use a new provider- Inspire and sign up to a 3 year contract this has been paid by bank transfer.

97/20 Review of the Council's and/or employees' memberships of other bodies

- ALCA
- NALC
- SLCC
- CPRE
- Open Spaces
- Parish Council Airport Association

98/20 Review of the Council's complaints procedure

Resolved: The policy was reviewed and agreed by the Council.

99/20 Review of the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998.

Resolved: The policy was reviewed and agreed by the Council.

100/20 Review of the Council's policy for dealing with the press/media

Resolved: The policy was reviewed and agreed by the Council.

101/20 Review of the Council's Archive arrangements

Resolved: The policy was reviewed and agreed by the Council.

102/20 Review and update of the Action plan

Resolved: The policy was reviewed and agreed by the Council for this to be updated as and when needed.

103/20 Setting the dates, times and place of ordinary meetings of the full Council for the year ahead

Resolved: 2nd Tuesday of every month except for August and December where there will be no meeting. Place of meeting-virtual meetings using Zoom unless changed by advice of Government.

104/20

Clerk's Report

- I have made all payments which have been agreed via email.
- Lots of work has gone into the preparation of our year end accounts which are now with the internal auditor.
- I have been having weekly email exchanges with Steve from Community Resilience, who I am sure we would all like to thank for their fantastic efforts with the COVID19 virus.
- There have been queries from residents regarding 62 Main Rd, I am awaiting a reply from NSC with regards to the fence.
- The website and Facebook have been updated frequently with useful information.
- I have updated the action plan and made amendments to policies which have been circulated for review.
- The dog bin contractor has been advised once he is allowed out of isolation our contract with him will resume. We have a temporary provider in place.
- Our grass cutting contractor has been advised that The Green Fingert Chef is temporarily helping to maintain Pound Green.
- 1 weeks annual leave requested 25th May 2020.

105/20

District Councillors' Reports

Development adjacent to Al Fresco, 62 Main Rd, Cleeve.

After spotting workers erecting a perimeter fence around the development site next to Al Fresco, I wrote to NSC enforcement team regarding a) the apparent lack of any roadworks guarding and b) raising concerns about the height of the fence and the obstruction it may cause motorists as they enter the A370 from Cleeve Hill Rd. I haven't ventured that way for a few weeks so cannot advise further – but will keep the PC posted as and when I hear more from the enforcement team.

Bristol Airport

I have written to Richard Kent for the latest on Bristol Airport plans to appeal. As you know, they have until August to advise. It might seem very unlikely right now given the state of the aviation industry, but rest assured I will keep close to developments and advise accordingly.

Surgeries

Due to the current situation, I've been unable to get out and about as normal and so I have held a couple of online surgeries via Zoom. The first featured a local GP, heads of local schools, local vicar and lead of Wrington community resilience team. If you have any ideas about how we may do this for Cleeve, please let me know - I'd be happy to arrange something.

Covid-19 and P&R

The impact of Coronavirus has been universally felt – and has brought all face to face meetings at the council to an end. All committee meetings have ceased, with the exception of the Executive and P&R committee who continue to meet on a much-reduced virtual basis. Please let me know if there are any applications that I should be aware of, as it isn't confirmed yet if I will be a member of the reduced cohort, and I do want to help in any local planning matters.

Business Support Grant

North Somerset Council is urging local businesses across the region to get in touch to receive the Business Grant Fund, a Government grant scheme available to businesses and individuals who have been affected by coronavirus. There are still many organisations in North Somerset that have not taken advantage of this grant. The grants are up to £25,000. The **grant is not a loan and does not need to be paid back.** For more information, or to apply for support, contact Steve Hogg, or: 01934 426266

Free Access to Online Newspapers & Magazines

Libraries in North Somerset are offering temporary free access to thousands of newspapers and magazines. The new service aims to keep local residents connected while they stay at home during the Covid-19 crisis. By logging into Press Reader, readers can read or download daily and weekly newspapers and magazines, including The Telegraph, Independent, The Guardian, Daily Mail, Daily Mirror, Bristol Post, Country Life, the Beano and much more. The collection of around 7,000 titles includes international and foreign language newspapers, and up to 90-days of back issues. Newspapers and magazines can be read in either the original or screen-friendly format. You can also download, print, get automated audio narration, and automated translation into other languages. Press Reader will be available on a temporary basis until October this year.

Anyone who's not already a library member can join online by signing up at www.librarieswest.org.uk/join . Library members can also choose from a wide range of thousands of free eBooks, and download free audio books to listen to on their phones, PCs or tablets.

More information on Press Reader and other eResources can be found at www.n-somerset.gov.uk/onlinelibrary **Requires decisions**

106/20 Planning Applications:

For discussion:

- a) 20/P/0903/FUH- Gruff Cottage – Cllr Pritchard to draft comments and circulate for agreement.

107/20 Finance schedule

07//04/2020	BACS	Alicia Fox Salary	£541.91
07/04/2020	BACS	HMRC	£18.40
07/04/2020	BACS	Caroline Crane	£73.68
07/04/2020	BACS	Alicia Fox exp	£57.00
20/04/2020	BACS	PCAA subscription	£75.00
04/05/2020	BACS	Came & Company	£440.92
07/05/2020	BACS	Alicia Fox salary	£541.91
07/05/2020	BACS	HMRC	£18.40
07/05/2020	BACS	Caroline Crane	£73.68
13/05/2020	BACS	Alicia Fox exp	£40.64

Cllr Lister proposed the finance schedule, Cllr Burn seconded the payments.

Requires action

108/20 Rewilding of King George V playing field

Clerk to contact NSC/Playing Fields (Alice Jones) to arrange a site visit to discuss rewilding/tree planting for this winter.

109/20 Action to ensure grant budget is enough for the needs and demands of the village

£55 to community resilience for PPE and an additional £100 from the grant budget as it is an urgent request.

Proposer Cllr Stringer and seconded by Cllr Lister.

110/20 Location for free Gigaclear wifi

Clerk to ask for more information with regards to ongoing costs, how long would it be free.

Location options-
Cricket club pavilion
Church meeting room
Village hall
Claverham Meeting House Trust

For Information only

111/20 Community Speed watch update

No update, no checks have been done for 8 weeks.

112/20 Risk Assessments

Goblin Combe- burnt down shelter- clerk to write to Groundworks and ask them to address the burnt-out shelter and ask all debris is removed. Also, now the leaves have fallen the dead branches on the Ash trees need to be reviewed to ensure they do not fall and injure someone walking on the permissive paths or public footpaths.

Stiles on walk cause some people to have to turn back as they cannot get over them. Suggested a map is put together detailing where the stiles. Clerk to ask NSC for a map detailing footpaths which have styles this will go on the website once completed.

113/20 Report on meetings and activities attended

None.

114/20 Any matters arising to go on the next agenda

Invitations to virtual meetings

NSC Virtual briefing – Coronavirus- 14th May 2020

115/20 Future Meetings:

**9th June 2020 Parish Council Meeting
Meeting closed at 8.20pm.**

Signed

Dated

Alicia Fox, Clerk

Members are reminded the council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, age, sexual orientation, marital status and any disability). Crime and disorder, Health and Safety and Human Rights

All mobile phones must be switched off during the meeting

Members of the public may speak on any issue during a 10 minutes period as allocated in the Agenda. After that period the public may not comment at all but they may stay for the duration of the Council meeting if they wish.