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**Minutes of the meeting of the Parish Council
held online via Zoom – due to the Coronavirus Pandemic
on Thursday 4th February 2021 at 7.30pm**

Present: Councillors Julia Boyle (Chair), Sven Bosley, Julie E Baker, Tim Newsholme and Rachel Lovering.

In attendance: Emma Thomas – Parish Clerk
Ward Cllr Tony Johnson.
Jeanette Cohen-Brand – Engagement Officer – Census 2021

Public: 0

1. **To Accept any Apologies for Absence and Note the Reason**
Apologies were received and accepted from Cllr. Charlie Ferrier – prior engagement and Cllr. Joe Hayes - work
2. **To Record any Declarations of Interest and Consider any Requests for Dispensations**
None
3. **To Consider Approval of Minutes of Parish Council meetings held on 3rd December 2020**
The minutes were APPROVED and duly signed by the Chair.
4. **To welcome Jeanette Cohen-Brand – Engagement Manager for Census 2021 and to receive information on the Census data collection**
Jeanette Cohen-Brand was welcomed to the meeting and gave the following information regarding the Census 2021.
 - Census day is 21st March 2021 – data will be collected online.
 - Support will be available for those who cannot complete it online – Paper copies can also be ordered.
 - There are new questions this year concerning Veterans.
 - All households will receive a postcard with details on from the 22nd Feb and a census pack from early March.
 - Support centres can be found in Bishops Frome and the Kindle Centre – Hereford
 - No-one will be asked to pay for support.

Jeanette Cohen-Brand left the meeting

5. **Public Participation Session for Local Residents to raise matters relevant to the Parish Council.**
None
6. **To Receive a brief Report from Ward Councillor Tony Johnson**
Cllr Johnson's report included the following items:
 - The Hereford bypass and Southern Link Road works have been cancelled. This may well put new housing pressure on the market towns.
 - Herefordshire Council staff will continue to work from home moving forwards – which may cause issues for response times to queries.

Ward Cllr Tony Johnson left the meeting

7. **Planning**
 - a) **To receive an update on the Central Government Planning Reforms White Paper.**
None received. It was AGREED to take this off as an agenda item.
8. **Finance:**
 - a) **To Consider February finance report – incl budget monitoring and bank reconciliation – Appendix 1**
The clerk REPORTED that finances remained healthy but underspent for the period. The report was APPROVED as evidence of bank reconciliation and budget monitoring.
 - b) **To consider payments of outstanding accounts:**
 - 877 – Clerk's February Salary
 - 878 – Clerk's February expenses £16.98
 - 879 – Lengthsman December maintenance £204
 - 880 – Mr James Boyce – ProW Officer – Footpath repairs as agreed £50.22
 - 881 – Autela Payroll Services £48.24

882 – Herefordshire Council – HGV Signs £230.78

The above invoices were APPROVED for payment.

c) To note the payments made between meetings under Clerk's Delegated Authority.

876 – Clerks January Salary

The above payment was NOTED.

d) To note the direct Debit payment for Burial Ground Waste Collection Services £77.94
NOTED

e) To receive an update on obtaining online banking access for the NatWest Account and adding bank signatories to this account.

The clerk REPORTED that the signatories had now been added. She will now fill in the forms for online access.

9. Highways/Footpaths:

a) To consider any footpaths or highways issues for reporting to Balfour Beatty

The following items were RAISED:

- Flooded ditches and blocked culverts around the parishes continue to cause flooding issues. Cllr Rachel Lovering AGREED to investigate costs for a contractor to clear them.

b) To consider any work for the lengthsman

None

c) To note the submission of the Expression of Interest form for the lengthsman contract 2021-22.
NOTED

d) To note that the lengthsman position will be put out for tender for consideration at the March meeting.
NOTED

e) To consider an update on purchasing a SID for the parishes and consider the quotations received.

The clerk REPORTED that she had spoken to Hampton Bishop. It was REPORTED that the data was not very easy to download from the machines; the replacement parts for this model were harder to obtain following Brexit; although the data can be downloaded it serves little purpose once done. It was however NOTED that the SID's are causing traffic to slow down and are being used all the time with no decrease in effectiveness or efficiency. The clerk AGREED to forward a report written by Stretton Grandison as to potential SID options for consideration at the March meeting.

10. To consider the defibrillators

It was REPORTED that the lease on the Bosbury machine will end in May and the service agreement for the Catley machine will also end in May. It was RESOLVED that a service contract with Community HeartBeat should be taken out for all three machines at a cost of £135 per annum per machine.

11. Information Section and Correspondence:

a) To Review Outstanding Actions and updates

- The clerk is waiting to hear with regards the Safer Roads Grant.

b) Correspondence:

- Cllr Patrick Whitehead has resigned a Cllr as of the 31st December 2020. The Council expressed their thanks for all the hard work and dedication Cllr Whitehead had put into his role as Cllr of Bosbury.

- An email has been received from the Parish Hall Committee – it was NOTED that Cllr Liz Cooke already sits on this committee and can feedback any updates.

12. To Raise Items for Next Scheduled Parish Council Meeting (no discussion)

None

13. To note the date of the next Parish Council meeting – 4th March 2021 – Online via Zoom

NOTED

The meeting closed at 20.25

Signed: _____



Dated: _____

4/3/21