**20LHPC12b Little Horkesley Parish Council**

**MINUTES**

of meeting held via Microsoft Teams on Monday 21st December 2020

Present: Maria Oats (Chair)

 Chris Exley (Vice Chair)

 Hannah Taylor

 Chris Jacobs

 Susie Goldring

 Jo Petersen (Clerk)

# Apologies

There were apologies from:

Cllr Nigel Chapman (CBC Rural North)

Hannah Taylor declared a non-pecuniary interest in item 6 (Footpaths & Hedges)

**1. Minutes**

The minutes of the meeting held on 16th November were agreed as an accurate record.

**2. Broadband**

1. Susie Goldring confirmed that she attended the Gigaclear virtual presentation but that there was little new information. Little Horkesley will be part of the Bures rollout possibly by the 4th quarter of 2021. The Parish Council will continue to monitor.

**3. Playground**

1. The Clerk confirmed that she had met with the contractor responsible for removing the play equipment and that the lump of concrete has now been removed.
2. Chris Jacobs confirmed that she has spoken with Margaret Bentley and it was agreed that the dedication plaque from the old bench would be put onto the fence behind the new bench, or onto one of the new benches as acknowledgment of the donation that was given years ago.

**4. War Memorial**

1. The War Memorial Trust advice on removal of Remembrance Day wreaths was circulated. Chris Jacobs has written a brief policy which was agreed on by all councillors. This will be placed on the website.
2. It was noted that about five posts around the war memorial have rotted and that some of the metal chain is missing. Humphrey Taylor last repaired them about eight years ago and the corner posts keep being knocked by traffic. It was also noted that the metal railings would benefit from being repainted.

The Clerk will approach local company, Get It Done for a quote, and will also see if there are grants available from either the War Memorial Trust of the Royal British Legion.

**5. Bus Shelter**

1. The Clerk proposed a quote for replacement cork for the village noticeboard of £31.20 from SPD UK. This was approved by all Councillors and so the clerk will go ahead and place the order.
2. It was agreed that the noticeboard will be repainted by the clerk in a similar blue to the current paint.

**6. Footpaths & Hedges**

1. It was noted that the “No Dumping or Fly tipping, CCTV in operation” sign at the bottom of Fishponds Hill appears to be working as there have been no more incidents of fly tipping.
2. The Clerk received a phone call from local farmer, David Copsey, and as he was unable to attend the meeting due to the Covid 19 restrictions the clerk agreed to raise his concerns on his behalf regarding the hedge trimming on Water Lane.

The Parish Council have already commented on his concerns and refer him back to the email of 16th November 2020. Owners of private garden hedges and owners of field hedges are not responsible for the height or width of vehicles using the lanes in the parish. It should be noted that the parish of Little Horkesley has “lanes” and not “A” roads.

**7. Website / Social Media**

1. The Chair confirmed that she is happy with the Facebook page, but as not all councillors had viewed it yet, the publication date will be reviewed in January 2021. The clerk will circulate screenshots of the page to those who do not have access to Facebook.
2. The Chair has a few minor amendments to the draft Social Media Policy. It will be reviewed again in January.
3. Discussion of the Accessibility Statement deferred until January.

**8. Affordable Homes**

1. Chris Exley has discussed with Hastoe HA the possibility of a ‘Call for Sites’ to see if other landowners are willing to sell the small area of land required for the proposed affordable housing. It is proposed to allocate a time within the next LHPC meeting (or separately before) to have a discussion with Hastoe HA and RCCE as to how this would work, cost, etc.

**9. Action Plan**

1. The Action plan will be reviewed in January along with comments from Chris Exley.

**10. Clerk’s Annual Review**

1. The clerk’s review will be held on Tuesday 22nd December and will be conducted by Maria Oats and Chris Exley

**11. Finance**

1. All councillors agreed the third draft of the 2021 / 2022 Budget
2. It was agreed that £250 will be taken from Parish Council reserves.
3. Internet Banking has been used successfully by all three signatories and was agreed as preferable to cheques for payments. It was agreed that the Clerk’s salary will be paid by standing order in the future.
4. The clerk has not yet arranged closure of the Cheltenham & Gloucester bank account.

***Invoice Approval***

 Danny Page (Grass Cutting) 1067 £360.00

 Danny Page (Grass Cutting) 1189 £72.00

**12. Correspondence**

* CPRE Voices & Fieldwork

**13. Items for the Next Agenda**

* Update on quote for repair to war memorial
* Update on noticeboard
* Review of Facebook page
* Review of Social Media Policy
* Discussion of Accessibility statement
* Update on Affordable Housing
* Review of Action Plan

**…………………………………………………………………………….. (Maria Oats - Chair)**

# ……………………………………………………………………………… (Date)

**Date of the next Parish Council Meeting Monday 18th January 2021 (location TBC)**