**20LHPC11b Little Horkesley Parish Council**

**MINUTES**

of meeting held via Microsoft Teams on Monday 16th November 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)

No pecuniary or non-pecuniary interests were declared.

**1. Minutes**

The minutes of the meeting held on 19th October were agreed as an accurate record.

**2. Coronavirus**

1. The meeting of the Parish Council was successfully conducted virtually using Microsoft teams. It was agreed that this was an effective alternative to meeting in person while the coronavirus lockdown restrictions are in place.
2. All members agreed that the current support system for residents of the parish, that was implemented during the previous lockdown, is working well and there is no need to make adjustments.

Residents of the village know that the Parish Council is available to provide support if needed and should have contact details for Councillors and the clerk.

Updates will continue to be posted on the website and the bus shelter.

**3. Playground**

1. The clerk confirmed that she is in correspondence with the contractor regarding the concrete that needs to be removed from the play area. He has visited the site and could not locate the concrete highlighted by the ROSPA report. The clerk is waiting to arrange a time to meet at the playground to discuss.
2. Chris Jacobs will speak with Margaret Bentley as a courtesy about removal of the existing bench in the play area before a replacement is arranged.

**4. Bus Shelter**

1. The clerk is in the process of obtaining a price for the replacement cork for the notice board.

**5. Footpaths & Hedges**

1. Hannah Taylor suggested delaying the letter to landowners about footpaths until the crops have been planted in the spring.
2. Hannah Taylor has put an NFU Countryside Code poster at the entrance to the village Green Space to remind residents to pick up after their dogs. Hannah has provided the clerk with a further two posters to be placed in the village. Hannah has also contacted CBC to request dog fouling signs and is awaiting a response.
3. The clerk is still a awaiting a response from the Local Highways Panel re the “Children Playing” signs. She will contact Cllr Anne Brown to find out if she has news of any progress.
4. It was noted that the fallen signpost at the junction of Vinesse Road and London Road has been reported to CBC (ref 2662644).

**6. Website / Social Media**

1. Not all Councillors have viewed the Little Horkesley Parish Council Facebook page. They will try to view it before the next meeting so that it can be reviewed before being made public.

**7. Affordable Homes**

1. Chris Exley reported that he has spoken with Hastoe regarding the land acquisition situation. It was agreed that Hastoe will speak with the RCCE with a view to issuing a public “Call for Sites” for interested landowners to put forward land for potential development. It was suggested that the development was not required to be in the centre of the village but could be adjacent to the next cluster of houses in Water Lane.

Chris is hopeful of a response before Christmas in order that a new strategy can be drawn up before the new year.

**8. Action Plan**

1. The Action Plan for 2020 – 2022 was reviewed and it was agreed that comments and suggestions will be sent to the clerk.

It was agreed that Footpaths, Hedges and Dog Fouling should be added under an “Environmental” subject heading

**9. Clerk’s Annual Review**

1. Assuming that the current lockdown restrictions have been lifted, Maria Oats and Chris Exley will agree a date to hold the review in person before the end of the year.

**10. Finance**

1. The second draft of the budget was reviewed. Maria Oats noted that the lease for the playing field expired in July 2020. The clerk will contact CBC to renew the lease. The budget for the lease was increased.
2. Maria Oats and the clerk confirmed that payments using internet banking have been successful. Hannah Taylor will authorise the next payment made by the clerk to familiarise herself with the system. The clerk will be on hand to assist with any queries.
3. The clerk has not yet visited a branch of TSB to arrange closure of the Cheltenham & Gloucester account. She will attempt to have this done before the next meeting.

***Invoice Approval***

There were no invoices to approve

**12. Correspondence**

There was no correspondence to discuss

**13. Items for the Next Agenda**

* Policy statements for the management of the war memorial
* Accessibility Statement for website
* Website & Social Media Policy
* Affordable Homes
* Action Plan
* Broadband update from Susie Goldring
* Facebook update
* Colour of paint for the notice board.

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

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

**Date of the next Parish Council Meeting Monday 21st December 2020 (location TBC)**