

Littlemore Parish Council

MINUTES OF THE MEETING OF LITTLEMORE PARISH COUNCIL HELD ON THURSDAY 21ST MAY 2020 (7pm) BY VIDEO LINK VIA ZOOM AT 7.00PM.

Present: Councillor: Lynda Comber (Chairman)
Councillor's: Michael Evans, Gill Sanders, Sue Stewart, Margaret Wareing, Maggie Willis.

Cllr Gill Sanders arrived at 1945 hrs.

Officers: Richard Wilkins (Clerk to Parish and R.F.O)

Staff: Dr. Judith Godsland (Littlemore Local Editor)

Meeting opened at 1917hrs due to connection issues with Zoom.

FC.74/20 Chairman's Welcome

Cllr Lynda Comber welcomed everyone to meeting and read out the Virtual meeting policy. Cllr Comber introduced the Councillors.

FC.75/20 Apologies for Absence

Tiago Corais	Political Meeting
Lucian Dunlop	Work Commitments
Dorian Hancock	Political Meeting
John Tanner	Political Meeting
Macer Wicker	Family Commitment
Kim Wicker	Family Commitment

RESOLVED: To receive and note the above apologies for non-attendance at the meeting.

FC.76/20 Declarations of Interest

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and the nature of that interest which they may have in any of the items under consideration at this meeting

Members were reminded that declaration can be made at any point during meeting.

FC.77/20 Acceptance of Minutes Previous Meeting

RESOLVED: To agree and sign as a correct record the minutes of the Parish Council meetings below

Tuesday 10 th March 2020	Full Parish Council Meeting
Thursday 19 th March 2020	Extraordinary Full Parish Council Meeting

FC.78/20 Clerks Report

Clerk Richard Wilkins provided verbal report covering;

- Maintenance Team/Editor during COVID-19

During COVID-19 the Maintenance team were kept at home for first two weeks working on a rotational basis to enable safety measures to be met, PPE was purchased, and risk assessment completed. The Clerk thanks them for all the hard work and extra tasks completed during the pandemic since 23rd March 2020.

Judith Godsland was thanked for the outstanding work done on the 30-page online edition of Littlemore Local which contained sections on COVID as well as other regular material.

- Playground and Parks during COVID-19

Councillors were thanked for their patience during the first couple of weeks of the pandemic which led to the closure of both parks due to government advice received. These were back open within a week, unfortunately children and adults still using the equipment and the seesaw in Herschel Crescent Recreational Ground was damaged with the bolts snapped off.

- 2020 Elections

Elections have been postponed until May 2021. All members, Chairman/Vice Chairman of Full Council and committees are extended until May 2021 unless someone stands down in which an election will take place in line with standing orders

- COVID-19 Grant Scheme

The scheme was opened in April 2020 to provide local groups or organisations with additional emergency support, the total funds available are £5,000 with each applicant able to claim up to £500.

To date grants have been awarded to

John Henry Newman Academy – to purchase kindles/tablets that will be used to assist with portal learning and when returned to school will be used as reading aids in classrooms. Awarded £500

CEF Food Bank, Edith Kempson House – to purchase food and sanitary products for the local food bank which has been overwhelmed in people needing food parcels due to COVID-19. Awarded £500, Clerk to purchase items and deliver direct to church.

To date grants have been refused to

Littlemore Village Hall – request of £500 was refused as it was deemed not to be a COVID-19 emergency but should instead apply to normal grant scheme when open.

- Charge/Debit Card Applications

Previously Council had agreed to apply to Unity Trust with yearly fee of £32 per card, but due to a new admin fee of £50 per card and increase in monthly fees per card this application would stop.

Under delegated authority it was agreed to apply for Lloyds Charge Card with no admin fee and yearly cost of £32, full details of this will be on the delegated powers sheet to be sent out.

- Savings Account

Clerk was able to discuss this on phone prior to meeting, the process requires council to agree to closing it within six months. This will be added to agenda for next full parish meeting.

- Asset of Community Value Application

Following the publication of planning application for behind the George Inn, under delegated authority it was agreed to apply for this status to protect the George Inn and land behind pub. If applied it will provide the Parish Council and community six months to find funds and submit a bid to purchase as a community asset.

- Transfer of Funds

Request for £83,000.00 to be transferred from Unity Trust account to Lloyds Business account.

Proposed by: Cllr Lynda Comber

Seconded by: Cllr Gill Sanders

Unanimously Agreed.

FC.79/20 Chairman's Update

Cllr Lynda Comber had no formal report, but wished to place on record the Council's gratitude to the Clerk for all the extra work carried out during COVID-19 without hesitation and to Cllr Sue Stewart for the work completed on the planning application for the George Inn and for assisting on application for Community Value..

FC.80/20 Review and Agree Assets Register

Council reviewed Littlemore Parish Council Asset Register valued at £388,721.71 this included total write offs of £87,130.98.

Proposed by: Cllr Lynda Comber

Seconded by: Cllr Gill Sanders

For: Cllr Comber, Cllr Evans, Cllr Sanders, Cllr Stewart, Cllr Wareing

Against:

Abstain: Cllr Willis

Assets Review value of £388,721.71 agreed by Council.

FC.81/20 Press Statements

Cllr Sue Stewart informed Council it has been agreed that any press statements regarding planning application would be responded to by herself, this to avoid any mixed messages.

FC.82/20 Agenda Items for Next Meeting

No items requested; reminder that motions to be submitted 7 working days before meeting.

FC.84/20 Review Tenders and Agree on New Insurance Cover

TO PASS A RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS IN ACCORDANCE WITH SECTION (12) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 TO DECIDE ON INSURANCE COVER FOR PARISH COUNCIL

Cllr L Comber proposed to pass a resolution to exclude the public and press in accordance with section 1(2) of the public bodies (admission to meetings) act 1960. Seconded by Cllr G Sanders. Resolved: in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded on the grounds of the confidential nature of the business about to be transacted which involves the likely disclosure of exempt information.

The Clerk presented following quotes

Insurer 1:	12 months	£1,768.00	36 months £1,613.40 pa (plus annual tax increase)
Insurer 2:	12 months	£2,119.98	36 months unable to quote
Insurer 3:	12 months	£1,891.42	36 months £1,793.96 pa (plus annual tax increase)

A recommendation was provided to members of Council to accept insurer 3 quotation on a three-year long-term plan.

Following a brief debate, it was proposed for insurer 3, on a 3 year long term plan to provide the insurance cover to Littlemore Parish Council.

Proposed by: Cllr Lynda Comber Seconded by: Cllr Sue Stewart

Unanimously agreed.

FC.83/20 Date of Next meeting

Tuesday 9th June 2020 – Virtual meeting via Zoom.

Meeting closed 1958hrs.

Signed as a true and accurate record

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Littlemore Parish Council
Tuesday 14th July 2020