

-STENSON FIELDS PARISH COUNCIL
**MINUTES of the PARISH COUNCIL MEETING held on THURSDAY 19th March 2020 at 7.15pm in
STENSON FIELDS PRIMARY SCHOOL, STENSON FIELDS**

Owing to the extenuating circumstances surrounding the coronavirus this meeting was kept short by mutual agreement between the chairman and vice-chairman on 17th March via email. Hence few members were present although those that were formed a quorum.

Present: Cllrs R Lisewski (Chair), I Baker, G Dhillon Singh and P Richardson.

In attendance: Steve Hawkridge (lengthsman) and J Irons (clerk).

1291/19 APOLOGIES FOR ABSENCE.

Cllr C Fellows (holiday), K Butterworth (unwell), P Bonnell (unwell), K Rogers (prior engagement), DCllr D Shepherd (unwell), DCllr Lakhvinder Singh (prior engagement). CClr N Atkin had previously been excused from attending. Members approved these absences.

1292/19 VARIATION OF ORDER OF BUSINESS: None

1293/19 DECLARATION OF MEMBERS INTERESTS: None

1294/19 PUBLIC SPEAKING

- No residents were in attendance.
- In their absences DCllr Shepherd sent a note; and CClr Atkin sent a report to the clerk prior to the meeting (see below).

CClr Neil Atkin

Regarding Coronavirus please follow guidelines laid out on the DCC website which is updated at 2pm daily.

By way of keeping the PC updated DCC highways have made some changes to their road repair teams increasing the numbers from 12 to 24 working gangs.

Since the beginning of January to the end of February 18,537 potholes have been reported across the County.

DCC have been out working this week on repairs at Stenson Road Railway Bridge and also along Buckford Lane Stenson to Frizams Lane.

If there are any further problems please refer to the DCC website and fill in the pothole & road repairs request form for a reference number.

Other matters for attention it has come to light that Car Quay (Stenson Bubble) has not got all the relevant planning permissions required.

A planning enforcement officer has spoken with them and retrospective planning application to regulate the permissions is now in & not yet validated by SDDC, but will be very shortly. When sorted will be out for public consultation in the normal way.

Planning reference: DMPA/2020/0301.

Once you have reviewed the details please let SDDC know if you have any remaining concerns about anything which the application does not cover and they will follow up.

In the meantime the officers will monitor progress of the application and assess what further steps might be needed from an enforcement point of view once it is determined.

DCllr Dave Shepherd.

DCllr Shepherd stated that future District Council Advice Surgeries had been cancelled; the clerk asked our lengthsman to alter posters of on its notice boards to reflect this which he will kindly arrange.

1295/19 **TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 20th February 2020.**
 These were approved and accepted as a true record after which they were signed by the chairman.

1296/19 **Matters for Decision or Discussion**

The following agenda items were due to be discussed but only 9.1, 9.7 and 9.10 were covered, the rest were held over to the next meeting:

- 9.1 Police Issues/Speed Limits/Road Safety Including uptake of the Speed Watch campaign;
- 9.2 Saxon Gate at Newton Village Development, Stenson Road (incl fire risk assessment at the new community centre);
- 9.3 Environmental issues (Biffa, trees, bulbs etc);
- 9.4 Lengthsmen Scheme;
- 9.5 Suggestions over upgrading/ painting the Ledbury Chase play equipment/ area (if any);
- 9.6 possible notice board relocation;
- 9.7 to sign SDDC's 2019/20 concurrent functions form;
- 9.8 dog & waste bin review;
- 9.9 budget update;
- 9.10 Staff salaries, clerk's appraisal and outcome of discussion with clerk in last meeting.

Resolved:

- 9.1 the Speed Watch campaign/ training due to be held on 25th March is now cancelled.
- 9.7 to sign SDDC's 2019/20 concurrent functions form. **Resolved:** duly signed by both chairman and clerk.
- 9.10 Staff salaries, clerk's appraisal and outcome of meeting with clerk in last meeting. **Resolved:** clerk confirmed that the lengthsmen's wages will be increased in line with the government's National Living Wage from April. Clerk's appraisal was conducted to the satisfaction of all parties. Council **agreed** to provide a 2 hour increase in salary per week from April along with the standard SCP rate increase. The clerk expressed his appreciation.

1297/19 **PLANNING** **Applications:** none however we await details of planning reference DMPA/2020/0301 as mentioned in CClr Atkin's report above.

1298/19 **FINANCE**

(a) Accounts for payment as follows were approved and signed:

Cheque No	Payee	Total £
002310	J Irons – Clerk's salary 4 weeks to 14 th February	658.91
002310	J Irons: clerk's expenses January – February (incl printer inks)	127.54
002311	J Hawkridge - Lengthsman pay 3 weeks to 31 st January	179.31
002312	S Hawkridge - Lengthsman pay 3 weeks to 31 st January	182.02
002313	HMRC –employee's tax & NI 6 th February – 5 th March	103.30
002314	DCC – clerk's pension return to 18 th March	178.96
002315	Biffa – waste collection April to June	374.71
	TOTAL	1804.75

(b) **Income** – bank interest on 31st January £3.22
 bank interest on 28th February £2.46

(c) **Bank balance as at 28th February £ 4944.38 (current account);**
Bank balance as at 31st January £ 5588.13 (reserve account).

(d) Clerk presented a draft letter to be sent to the bank requesting a statement as at (end) 31st March and a reminder for them to allow the clerk access to details of the accounts (in order to prepare the year-end audit). Cllrs Baker and Richardson duly signed it.

1299/19 Agenda items for the next meeting.

- Police Issues/Speed Limits/Road Safety (including Speed-Watch training);
- Saxon Gate at Newton Village Development, Stenson Road;
- Environmental issues (Biffa, trees, bulbs, bins, etc);
- Lengthsmen Scheme;
- Suggestions over upgrading/ painting the Ledbury Chase play equipment (if any);
- possible notice board relocation;
- dog & waste bin review;
- budget update.

1300/19 DATE OF NEXT MEETING

The Annual Parish Meeting will be held on Thursday 16^h April 2020, commencing at **7.00pm** in the Stenson Fields Primary School. If the current coronavirus situation has not dramatically improved then once again it will be kept short or reviewed entirely.

The Chairman thanked attendees for their input and closed the meeting at 7.42pm.

Signed.....C Fellows (Chairman) Date.....