

PILLERTON HERSEY PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting

7:30 pm, Thursday 6 May 2021 (online)

Present

Cllr. Richard Scott, Chair (RS)
Cllr. William Forsyth (WF)
Cllr. Alec Hitchman, Deputy Chair (AH)

In attendance

Alana Collis, Clerk to the Council (AC)

Absent

None

Apologies

Cllr. Penny-Anne O'Donnell, SDC
Cllr. Isobel Seccombe, WCC

Public

Mr Terry Hitchman

The meeting commenced at 7:34 pm

1. Apologies

None

2. Declarations of Interest

None

3. Dispensations

None

4. Public Forum

No matters were raised.

5. Minutes

It was **RESOLVED** to approve the minutes of the meeting of the ordinary meeting of the parish council held on 25/02/2021 as an accurate record of the meeting.

6. Planning Matters

Planning applications received

- i. [21/01116/TREE](#) – Staddle Stones, Watery Lane, Pillerton Hersey, Warwick, CV35 0QP
The Clerk has made a delegated response of NO REPRESENTATION, following consultation with the council. No changes or additional comments were made during the meeting.
- ii. 21/01022/COUM – Leamington Hobby Centre, Leasowes Farm, Oxhill, Warwick CV35 0RL
Councillors had not had sufficient time to review this application. The Chair asked all Councillors to inform the Clerk if there were any issues. Subject to no issues, the Clerk would make a delegated response.

Planning decisions

- i. [21/00857/TREE](#), Holly Tree Cottage Oxhill Bridle Road Pillerton Hersey CV35 0QB
It was noted that tree works were approved
- ii. [21/00652/TREE](#) – Easterclose Oxhill Bridle Road Pillerton Hersey CV35 0QB
It was noted that tree works were approved

7. Consultations

To consider a response to the following consultations:

- i. NALC response to the Department for Digital, Culture, Media & Sport consultation on rural broadband
Broadband is an issue very relevant to the community of Pillerton Hersey. There are several issues including speed, availability, reliability, and cost. This is an issue that the parish council would like to communicate with residents, and this raised the issue of how best to do that and whether the Hersey Help WhatsApp group could be used. Cllr. Scott would speak to Berni and Tim Newcombe to ask if the council could use this and take on ownership of the group.
It was **RESOLVED** that councillors would send their views to the Clerk to compile answers to the consultation questions to then be submitted.
- ii. Ministry of Housing, Communities & Local Government call for evidence on Local authority remote meetings
Councillors supported the idea of local authorities being able to hold remote meetings. It was **RESOLVED** that councillors would send information to the Clerk to make a response.

8. County, District and Parish Liaison

No update, Cllr. Seccombe and Cllr. O'Donnell had both sent their apologies.

9. Finance

- i. To resolve to file for an exemption from external audit for Annual Governance and Accountability Return (AGAR) 2021
It was **RESOLVED** that the Clerk would file for an exemption certificate.
- ii. To approve accounts for payment
It was **RESOLVED** to approve the schedule of accounts for payment as per the finance report circulated prior to the meeting.
- iii. To receive the finance report
It was **RESOLVED** to accept the finance report and that the Clerk would send Cllr. Hitchman a copy of the bank statements once payments are made.

10. Council documents, policies and procedures

- i. Scheme of Delegation to the Clerk for Pillerton Hersey Parish Council
It was agreed that this item would be covered at the end of the meeting.

It was noted that the scheme of delegation refers to an emergency plan that the parish council does not currently have. It was **RESOLVED** to adopt the emergency plan and to also produce an emergency plan.
- ii. Fixed assets register

Similarly, assets in the village that may be subject to poor maintenance and falling into disrepair should be identified and defined as such. The clerk will update the document and will also enquire with previous former councillors regarding the registration of the village green.
It was **RESOLVED** to adopt the fixed assets register dependent on the amendments being made and review routinely including at the meeting in June 2021.

iii. Risk assessment

It was discussed that it would be useful to separate likelihood and impact into different columns on the risk register. This will then be reviewed at the next meeting.

11. Reports and Questions

Cllr. Forsyth commented that there was still some work to be done with the digger regarding proactive flood prevention. This has not been forgotten and will be completed in the future.

Cllr. Scott raised the matter that the cost of the footpath work quoted by WCC Highways would be £66k. This was something the parish council could not afford but it will be considered if there are opportunities to apply for external funding.

Cllr. Hitchman asked if there had been any response from Severn Trent regarding poor water pressure. The Clerk will follow up on the correspondence regarding poor pressure and infrastructure.

The parish council wants to improve the communication with residents. This is an important matter and will be on the next agenda.

Cllr. Forsyth left the meeting at 20:42. Since the meeting was not quorate, the meeting was suspended.

Cllr. Forsyth rejoined the meeting at 20:48.

Options for communication include an email newsletter and WhatsApp but the matter of data protection needs to be considered. Other options would be Facebook (as an organisation but point people to the website) and a leaflet.

Items for the next meeting agenda include the AGAR, co-option of two new councillors, the emergency plan and communication.

12. Confirmation of future meetings

The next meeting will be held at 7:30 pm on Tuesday 22 June 2021.

The remote meeting legislation will no longer be in effect so the Clerk will investigate the use of the church and produce a risk assessment.

The meeting closed at 21:52.

Signed:

Date:

Chair