

MORTIMER WEST END PARISH COUNCIL

Minutes of the Meeting of the Council

Date : Thursday 26th March 2020 **Time:** 7.30pm

Place: Due to the Coronavirus restrictions the meeting was held by Conference call

Present: **CLlr Nick Thurlow**
 CLlr Andrew Arthur
 CLlr David Lister
 CLlr Jonathon Bray

In Attendance: **Christine McGarvie (Clerk)**

13/2020 : Apologies for absence

CLlr Rhydian Vaughan
CLlr Simon Mahaffey
CLlr Kevin Cross

14/2020 : To receive declarations of interest relating to items on the agenda

None

15/2020: Minutes of the last parish council meeting

It was agreed that the minutes of the meeting held 23rd January 2020 were a true and accurate record. The minutes to be signed by the Chairman at a future date.

16/2020: Matters arising from the minutes not otherwise on the agenda

CLlr Arthur reported that the Village Hall Summer woodland walk will have to be cancelled due to the coronavirus restrictions.

17/2020 : To discuss Parish Council response to the Coronavirus epidemic including agreeing extending the delegation of Council decision making to the Clerk during any period of restricted activity declared by the Government in respect of the Covid019 virus.

It was agreed that the Clerk should continue to publish advice and information provided by Basingstoke and Deane Council and Hampshire County Council on the Parish Council website and facebook page.

It was agreed that at this time there was no need to change the Clerk's delegated powers as the Clerk can already send in planning application responses via email and has emergency powers for spending if this became necessary. Decisions will be made by email or video conference whilst the government's restrictions on meetings are in place and documented in meeting minutes in the normal way.

18/2020: Planning & Development

18.1 New Applications - see Appendix A below

20/00468/HSE Wind Whistles Welshmans Road - Erection of two storey front extension, two dormer windows to front elevation and two storey rear extension. Erection of detached garage, erection of side/rear extension to existing garage and conversion to games room, gym, wet room and store

The Parish Council agreed to reply with no objections via email due to the deadline for comments and Clerk has sent this response to the planning department between meetings.

19/2020 : Highways & Footpaths issues

19.1 To discuss progress on Village gateway and Soke road improvement project

Following a meeting of the working party a number of questions were sent to Hampshire Highways for clarification. A new quote for the Soke Road works was received and the Clerk is currently waiting for a revised price for the village gateway work on Church Road.

It was agreed that the Clerk would ask Hampshire Highways to proceed with the improvements in Soke Road at a cost of £900. Clerk to continue to work with Hampshire Highways to scope and price the project in Church Road before a decision is made on whether to go ahead with this.

Action : Clerk

Cllr Bray to contact Englefield Estate about the trees which are very close to the edge of the carriageway in Soke Road.

Action:JB

There have been a number of concerns raised about the large potholes on Welshman's Road. Clerk has already raised these using Hampshire's online reporting tool and so have a number of other people. Clerk to ask Cllr Rhydian Vaughan whether anything can be done to prioritise this work.

Action : Clerk

19.2 Speedwatch

The group now have their own Speed Indicator Device (SID) which is currently stored at the Clerk's house. A grant of £1000 was received from Cllr Rhydian Vaughan's members bid budget to pay for 50% of the unit. Pamber Parish Council will pay the other half and also insure the unit. Unfortunately, due to Coronavirus the Speedwatch group is not allowed to go out at the moment. However, there may be the opportunity to put the SID up on existing posts used for the SLR. The Speedwatch group are currently looking at how to make the battery compartment secure before doing this and also requesting permission from Hampshire Highways.

It was agreed that the amount of traffic on the roads is not representative at the moment so there is little value in deploying the SID.

20/2020 : Parish Environment

20.1 To discuss use of lengthsman funding

The lengthsman has carried out a litter pick along Church Road, picked up the rubble by the bridge and tidied up the bus shelter. This cost £340 and will be paid from the lengthsman budget.

Clerk to ask the Lengthsman for a quotation for doing a litter pick of the ditches along Welshman's Road.

Action: Clerk

21/2020: Communication with residents

The draft Spring newsletter was approved and it was agreed that the newsletter should still be sent out but that a paragraph should be added about the coronavirus based on the information provided by Basingstoke and Deane Borough Council.

Clerk to update the newsletter and send to all for approval. The newsletter will then be put on the website, noticeboards and sent to the Parish Council mailing list.

22/2020: Finance

22.1 To approve payments, bank reconciliation and receipts

See Appendix B below for finance report. All payments for March were agreed, Clerk to action.

Cllr Cross is now on the bank mandate and John Robertson has been removed.

It was agreed that the Clerk could request that the website provider put a website accessibility statement on the Parish Council website at a cost of £45 plus VAT.

Action:Clerk

The meeting with the internal auditor is still going ahead on 20th April.

23/2020: Date of next meeting

It was agreed that the Annual Parish Assembly which had been scheduled for 29th April should be postponed until further guidance is received from the government about when these meetings can be held and how they can be held safely in light of the current coronavirus restrictions.

The next Parish Council meeting will be held on 28th May and will be via video-conference if the current restrictions are still in force.

Signed: Date:.....
(Chairman)

Appendix A March 2020 Planning Applications for Consideration

1	20/00468/HSE Wind Whistles Welshmans Road - Erection of two storey front extension, two dormer windows to front elevation and two storey rear extension. Erection of detached garage, erection of side/rear extension to existing garage and conversion to games room, gym, wet room and store	Replied with No Objections
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Planning Application Decisions made

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Planning Applications Awaiting Decisions

1	19/01319/FUL - Yewtree Cottage, Chapel Road - Erection of 1 no. dwelling house on previously developed land and erection of replacement dwelling on site of existing dwelling Case officer has said that current plans are unacceptable and they are waiting for amended plans. ON HOLD	Deadline for decision 9 th July
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Appendix B

Statement no 21 (3/1/2019)

Statement no 23 (3/3/2020)

	£11,673.82	£12,141.17
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Payments since last meeting date :

Cheque No	Payee	Details	TOTAL COST
EP	MWE Village Hall	Hall rental	56.25
SO	Mrs C McGarvie	January Salary	238.20
SO	Mrs C McGarvie	February salary	238.20
TOTAL			£532.65

New Items for payment

Cheque No	Payee	Details	TOTAL COST
SO	Mrs C McGarvie	Mach Salary	238.20
EP	Vision ICT	website hosting & support	150.00
EP	Pamber Parish Council	50% of SID	969.55
EP	Mrs C McGarvie	Ink, postage, homeworking allowance	76.59
TOTAL			£1,434.34

Receipts since last meeting date :

Receipt Date	Payer	Details	TOTAL AMOUNT
05/02/2020	HCC	Members grant	1000
			£1,000.00

Payments not yet presented

Cheque No	Payee	Details	TOTAL COST
TOTAL			£0.00

Receipts after statement date :

Receipt Date	Payer	Details	TOTAL AMOUNT
TOTAL			£0.00

Appendix C

Bank Reconciliation 20th March

Authority name Mortimer West End Parish Council

Prepared by Christine McGarvie Clerk and RFO
Date 20th March
Approved by Nick Thurlow Chair of council
Date 20th March

Balance per bank statements as at 3rd March 2020	£	£	
Treasurers Account (23)		12141.17	
Savings Account (81)		16601.58	
			28742.75
Less any un-presented cheques at 3rd March 2020			
Add any uncleared cheques/cash/payments			0
			0
Net Bank balances as at 20th March 2020			£28,742.75
CASH BOOK			
Opening balance cashbook 1st April 2019		9802.19	
Add: Receipts in the year		10308.09	
Less: Payments in the year		7,969.11	
Closing balance as per cash book as at 20th March 2020		£12,141.17	
Opening balance savings account		16593.95	
Add: Receipts in the year		£7.63	
Less: Payments in the year		0	
Closing balance as per cash book as at 20th March 2020		£16,601.58	
Overall closing balance		£28,742.75	
	difference		£0.00