



Minutes of the Sarratt Parish Council meeting held remotely on Tuesday 14th
July 2020

Present: Councillor Dobson
Councillor Bloom
Councillor Thorp
Councillor J Gell
Councillor D Rees
Councillor J Rugg
Councillor A Soothill

In attendance: Mrs C Owen, Clerk to the Council

District Councillor David Butler
3 members of the public

Start time 7.30pm

125. APOLOGIES AND ANNOUNCEMENTS

Apologies were received, recorded and accepted from Councillor Diggins and District Councillor M. Butler

126. DECLARATIONS OF INTEREST

Councillor Gell expressed non-pecuniary interest in item 147/20 and took no part in discussions.

Councillor Bloom expressed pecuniary interest in item 147/20 and was recused from discussions.

127. MINUTES

There was an amendment to the title of the minutes. A redaction of *'Annual Statutory meeting'* to *'Parish Council meeting'*.

An addition to item 108/20 to read as *'It was decided that if allotment holders or potential allotment holders are unable to meet the rental fees they will be given a reduced fee of typically 50%.'*

It was proposed by Councillor Rugg and seconded by Councillor Thorp and **RESOLVED** that the minutes of the meeting held on Tuesday 9th June 2020 be signed as a true record.

128. CO – OPTION OF NEW COUNCILLOR

Following the resignation of Councillor Turner, a vacancy existed on the Council. One application had been received and following a presentation from the candidate the Council made a unanimous decision that the position should be offered to Nick Mortimer.

Due to the meeting being held remotely Mr Mortimer signed his Declaration of Office and will return to the Clerk at the earliest opportunity along with all other relevant documentation.

129. TO RECEIVE REPORTS FROM REPRESENTATIVES WHO HAVE ATTENDED MEETINGS ON BEHALF OF THE COUNCIL

Councillor Bloom attended the Environment Forum – report attached to Agenda
Councillor Rugg has met with the HCC Woodland Management team with discussions continuing regarding the SPC 10-year Management Plan – report attached to Agenda
Suggestions were made as to how SPC will deal with the PR side of the plan and inevitable works associated. Cllr Rugg suggested a proactive approach.
Councillor Soothill attended the TRDC sub-committee meeting and the Neighbourhood Plan meeting. Detail will be given under Agenda item 142/20 and 143/20.

130. TO RECEIVE AND NOTE THE CLERKS REPORT AND ACTIONS/MATTERS ARISING SCHEDULE

Clerks Report attached. Additions to report in red.

Actions/matters arising amendment to item 113/20. Should read '*Email sent and confirmation received of correct parish*'.

It was agreed that once resolved items had been presented to Council, they could be removed from the Action List.

Revised schedule attached.

131. ENVIRONMENT – LEAD COUNCILLORS REPORT

Report attached to Agenda.

132. VILLAGE WARDEN UPDATE

It was reported that two interviews took place in June and it was decided that Joe Brownsell (Jr) should be appointed for the position, and two satisfactory references have now been received. He will be reporting to Councillor Bloom on a weekly basis. The Clerk will produce timesheets demonstrating hours worked and work completed as well as a plan for future work with time schedules. These weekly reports will be collated by Councillor Bloom, and a summary brought to Council on a monthly basis to advise on works completed and works planned. The timesheets will be kept by the Clerk as confirmation of hours worked. The Clerk will now put in place a contract of employment and other personnel arrangements with a planned start date of 1st August.

133. TREES

It was decided that a second opinion should be sought from Richard Young/ Lee Tyson (HCC Woodland Management Team) with regard to work required on the oak tree on The Green (tree 666 in Stileman report) and the bracing system that has been recommended. This will be brought back to Council for review.

134. GREENS/FOOTPATHS

Council has received a request from Dawn Pitts for funding for the dredging of Morton's Pond. Clerk will get details of the requirements from Dawn Pitts and arrange estimates for works and report back to Council.

135. POLICY AND RESOURCES – LEAD REPORT

It was reported that Clerk's annual appraisal has now been successfully completed and Clerk is happy to have objectives circulated to Council.

136. TO RECEIVE AND COMMENT ON QUARTERLY ACCOUNT/BUDGET REVIEW

Report attached to Agenda.

It was decided that funds in the SPC current account should be depleted before a proposal is bought back to Council in regard to using reserves if deemed appropriate.

137. MAINTENANCE SCHEDULE AND UPDATED ASSET REGISTER

Schedule attached to Agenda.

Schedule was presented to Council and demonstrates Environmental works completed on a monthly basis with associated costings versus budget funds for each cost centre. This will be updated and circulated to Council monthly. This is a live document so updates will be made periodically.

Councillor Soothill will liaise with Clerk in producing an updated asset register with depreciation values to bring back to council for approval.

138. FUTURE GRANTS

Councillor thorp proposed a change to the existing grant application process. It was suggested that an addition of criteria stating that an applicant's commitment to the environment and general sustainability should be demonstrated on application. The Council supported this and Councillor Thorp will liaise with Clerk on the proactive advertising of this new criteria.

139. APPROVAL OF CHEQUES/PAYMENTS

It was proposed by Councillor Mortimer and seconded by Councillor Soothill and **RESOLVED** that the cheques and payments to the value of £5629.13 be approved.

140. TO APPROVE UPDATED POLICIES AND STANDING ORDERS

It was proposed by Councillor Soothill and seconded by Councillor Rugg and **RESOLVED** that the updated Policies and Standing Orders be approved and adopted.

141. HIGHWAYS- LEAD COUNCILLORS REPORT

Report attached to Agenda.

It was agreed that Councillor Diggins will be advised to continue investigation of 'Quiet Lanes' status and what this means and involves, and to bring a proposal back to Council for discussion at the next meeting. Clerk will inform Councillor Diggins of this.

Councillor Rugg suggested that more roads within the Parish could be incorporated into this scheme. Councillor Rugg will write to Councillor Diggins suggesting this.

Councillor Gell will bring an updated report regarding the five Fingerposts recommended for replacement this year to the next meeting including accurate costings.

142. PLANNING – LEAD COUNCILLORS REPORT

Report attached to Agenda.

143. NEIGHBOURHOOD PLAN UPDATE

Meetings are still being held remotely.

It was agreed Councillor Soothill will bring to Council the draft policies associated with the Neighbourhood Plan prior to the public consultations which are scheduled for September.

144. TO COMMENT ON PLANNING APPLICATIONS

Report attached

145. TO NOTE PLANNING DECISIONS

Noted. Councillor Soothill will send Councillor Gell the district decisions in regard to the refusal of planning application for Westcott 20/0838/FUL.

146. ENFORCEMENTS

Noted

147. APPLICATION FOR TEMPORARY WAYLEAVE

It was proposed by Councillor Soothill and seconded by Councillor Mortimer and **RESOLVED** that the Blooms request for a 6-month temporary wayleave to facilitate access to the pig shed by the builders doing the conversion be approved and granted.

The access hours have been restricted to 8am - 6pm on weekdays only, excluding bank holidays

Signage will be put up at the access point to reinforce the access is only during these times from 15th July to 15th January, and to inform other local residents and passers-by that this is a temporary wayleave only

Should the building work be completed before 15 January the wayleave will be terminated earlier.

The wooden posts will be reinstated on termination of the wayleave.

An agreement will be sent out by the Clerk to the Blooms and the Bloom's neighbour who provided a statement at the meeting formally notified of the decision.

148. UPDATE ON THE DONATION BY A LOCAL RESIDENT TO SPC

The resident has been in discussions with Councillor Dobson and has requested that new playground equipment for the KGV playground would be most suitable for the donation. Councillor Rugg will make arrange for accurate quotations and available options and these will then be presented to the resident for approval.

149. COVID – 19 UPDATE

Councillor Dobson reported that volunteering has started to reduce and so have food bank delivery requests.

150. CORRESPONDENCE

No correspondence

151. PUBLIC QUESTION TIME

No public questions

152. COUNCILLORS QUESTIONS AND COMMENTS/AOB

Councillor Gell suggested that if there were any future bench donations that the location of KGV should be considered.

Councillor Mortimer reported fly tipping on Bottom Lane. He will report to TRDC. It was also reported by Councillor Mortimer that another volunteer has been recruited for Rural Watch taking its members to 13.

Councillor Dobson informed Council that she will be absent from next month's meeting. Councillor Bloom will Chair.