

Sandhurst Parish Council

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD REMOTELY ON 7 SEPTEMBER 2020

Chair Cllr. D.Wilkins (DW).

Present Cllr M. Williams (MW). Cllr K.Wood (KW).

In Attendance P.Langley (PL) - Clerk

The Chair advised that this Meeting was now to be held remotely and that details had been posted on the Website and circulated on the Village Hall Notice Board.

- 01.09.20 Apologies - Received from Cllr Davies, Cllr Elliott.**
- 02.09.20 New Clerk**
DW welcomed PL as the new Clerk to the parish and wished him well in the post.
- 03.09.20 Requests for Dispensation or Other Declarations of Members Interests**
MW Registered an interest in Brawn Farm Enforcement.
- 04.09.20 Minutes of Previous Meeting dated 6 July.**
These having been circulated were approved and would be signed at the next meeting in October subject to Covid 19 restrictions.
- 05.09.20 Matters Arising**
Nil
- 06.09.20 County Councillor Report**
Nothing to Report
- 07.09.20 Borough Councillor Report**
None
- 08. 09.20 Finance Report**
PL had forwarded Bank Reconciliation to Members, this was agreed.
- 09.09.20 Accounts for Payment**
The following Cheques were agreed for payment.
719 - £354.60p. 720 - £561.10p. 721 - £180.57p.
- 10.09.20 Internal Audit Report**
Internal Audit Report for the year ended 31 March 2020 had been undertaken by Helen Jones on 24 June. Sent to Members to review.
- 11.09.20 Risk Assessment**
The risk assessment had been sent to Members to review.
- 12..09.20 Defibrillator**
A report received from Peter Smith that the defibrillator was in working order and the battery replacement was every five years which would need to be replaced in May 2021 at the latest.
- 13.09.20 Asset Register**
Members were advised that the Asset Register would require to be updated. Copy sent.
- 14.09.20 Pension Enrolment**
PL would contact the Pensions Regulator.

- 15.09.20** **Planning**
Enforcement Notice alleged change of use to active livery yard at Pennells Farm Sandhurst Lane. Noted by Members.
- Amendment 19/0006063/FUL Installation of 2 no rooflights into the roof Shippen Great Coverden Base Lane. Noted by Members.**
- 16.09.20** **Standing Items**
Village Green.
Recreation Ground. MW advised about a barrier with Craig willing to erect.
- 17.09.20** **Drainage Ditches**
An email from a Parishioner about an unnamed road that flooded due to overgrown vegetation.
MW had responded to the email on two occasions without success of gaining a better location.
PL pointed out that ditches or watercourses are the responsibility of landowners (Riparian ownership). Further details from Gloucestershire CC were available on the website.
- 18.09.20** **Footpath Report**
John Robinson (Footpath Officer provided a report for the Meeting which had been circulated to Members. (Report attached).
DW spoke about the letter to John King. PL advised that no reply had been received. DW advised to continue with the process. Members in agreement.
- 19.09.20** **Correspondence**
Details Circulated to Members
- 20.09.20** **Winter Update 2020**
Trevor Humphries was the Snow Warden and also provided the Snow Plough with his Tractor.
- 21.09.20** **Website Accessibility Compliance**
This had been forwarded to Matthew Phillips to be checked.
- 22.09.20** **Parishioners Questions**
An e-mail received from a Parishioner regarding the allotments and the work that had been undertaken to clear the site.
This was discussed by Members with several questions having been asked about the way forward, a letter would be sent outlining the Parish response.
- 23.09.20** **Any Other Business for Information or For Future Discussion**
DW - Possibility of a Map with House Names on for delivery drivers. Could be placed on the Village Hall Notice Board or circulated on Facebook.
MW- A donation from the Parish to support St Lawrence Church.
MW - Pruning on Village Green by Craig.
- 24.09.20** **Date and Time of Next Meeting**
Monday 5 October 2020 at 7.30pm.
The meeting would be subject to the current Covid 19 guidelines.
- DW Closed the Meeting at 8,50pm.**

Chair Signature Date