

STOKE ST. GREGORY PARISH COUNCIL

Minutes of the Parish Council Extraordinary Meeting held on Thursday 19th March 2020 in the Williams Hall

Present – Graham Glead (Chairman), Sara Sollis (Vice Chair), Nick Sloan

In Attendance – Kelly de Silva

237. Apologies for absence – Heather Venn, Ann Finn, David House, Peter House, John Hembrow, Janice Pearce, Sue Buller (District Councillor), Phil Stone (District Councillor) David Fothergill (County Councillor)

238. Declarations of interests and dispensations - None

Public question time – No members of the public were present

239. Business continuity motion to council on the advice of SALC

GG reports that on the advice of SALC the PC should seek to adopt special measures in order to ensure continued operation of the PC should a ban on public meetings be introduced during the Covid 19 pandemic. The following resolves were read;

In light of the Coronavirus (Covid-19) pandemic and government advice, this council resolves that:

(a) Should the council be unable to meet for whatever reason, the Clerk be given delegated authority to progress all ongoing matters and projects and authorise all regular payments and incur expenditure in line with the council's agreed budget.

(b) Any decisions taken under resolution (a) above will be taken, whenever possible, in consultation with the Chairman and Vice Chairman of council and the relevant Committee Chairman (if appropriate). A record of all decisions and expenditure incurred under delegated authority will be kept and reported to members when the council next meets.

(c) The authority to decide the council's response to planning applications be delegated to the Clerk or Assistant Clerk, in consultation with Chairman and Vice Chairman of council. Whenever possible, members of the Council will be informed of applications out for consultation and will be invited to submit comments to the Clerk or Assistant Clerk.

(d) The provisions outlined in resolutions (a-c) above will override any requirements to the contrary in the council's standing orders, financial regulations or terms of reference.

(e) Should the Clerk be unable to perform her duties a nominated member of the Parish Council will assume the role of Proper Officer and RFO in an unpaid capacity.

(f) The Clerk, in consultation with the Chairman and Vice Chairman, may incur expenditure from the project earmarked reserve where such expenditure will help the community's efforts to support those in need of assistance or prevent social isolation.

(g) Should government allow councils to meet virtually (online), the council will take all reasonable steps to facilitate this.

GG proposes that the the above motions are accepted by the PC and that they remain in place for as long as the UK Government's social distancing measures are in effect.

NS and SS were in favour of all seven motions.

As 3 members of the PC were present and agreed to this, it is a quorum of the PC required (a third of its' members) and the motion was passed.

All PC public meetings will be suspended until further notice, this suspension also applies to the APM on 4th May 2020 which will be postponed until further notice.

Planning application visits will be carried out by a single PC representative to report back to the PC for an agreed response from all members. GG will visit any applications received this month.

240. Other items for discussion

Reeves Feast

GG suggests that in these times of uncertainty, there may be an increase in villagers who find themselves in short term financial crisis and hardship.

The Reeves Feast is a local charity specific to SSG. It has a limited amount of funds that may be accessed to assist people in crisis who require financial assistance to help them through.

GG proposes the PC should ringfence £2,000 to allocate to the Reeves Feast with the anticipation that the Reeves Feast may experience an increase in requests for assistance. SS seconds the motion stating that funds should be administered in fixed small increments to assist the most vulnerable in the village.

GG to seek guidance from administrators of the charity funds

Coronavirus and Stoke St Gregory Leaflet

NS reports that the PC leaflet is almost ready for circulating to the village within the coming days.

NS proposes that the Clerk - Kelly de Silva - be the PC's point of contact for anyone who requires any assistance or has any questions, and she can connect them with one of the many volunteers in the village who have kindly offered to help.

If you or anyone you know requires any assistance, please don't hesitate to contact Kelly by e mail – pcssgcv@gmail.com

Telephone – 07701 053903

or leave a message at the shop

If you are already volunteering help, or would be willing to do so please let her know so she may contact you if required.

Meals on Wheels

SS asks if the meals on wheels could possibly take on more with a potential increase in people benefiting from this service.

GG reports that there is currently a waiting list for people seeking to have meals on wheels, adding that the current volunteers are already at capacity.

SS asks whether a recruitment drive may be possible?

GG to contact CJ to establish if this is feasible.

PC Email system

NS recommends PC members should adopt a clearer and sharper way of dealing with emails given email will become a more prevalent mode of communication within the PC.

NS to circulate email best practice guidelines.

There being no further business to discuss the meeting closed at 7.32pm.

During this period of the suspension of public meetings the PC will be working towards the means for the community to ask questions and make comments, possibly by a page on the village website. In the meantime if you have any items to bring to the attention of the PC please email the Clerk ssgparishclerk@hotmail.co.uk and the chairman grahiamgleed@gmail.com

