

The scheduled physical meeting in the Parish Hall could not be held due to the Coronavirus epidemic where government restrictions included people having to stay at home for the safety of themselves, the protection of the NHS and to save lives.

Chaired by: Councillor P Brown		Clerked by: Sue Squire			
Present: Councillors P Brown S Good I Old P Risdon Miss D Sturla D Webber		Agenda: - Apologies Declarations of Interest To approve a Business Continuity Plan Finance Urgent items to discuss Date of next teleconference			
		Action:			
80.	Apologies. None, all Councillors present.				
81.	Declarations of Interest. None announced.				
82.	To approve a Business Continuity Plan. The document had been circulated to Councillors to read ahead of the meeting. Proposed by Councillor Brown to approve and adopt, subject to the Clerk being in consultation with all Councillors and subject to all being consulted prior to any action being taken. Seconded by Councillor Risdon. Unanimously agreed.	Clerk to update with a mobile number on the contacts page			
83.	Finance. 83.1 Balances. Lloyds Bank The balances had been circulated to Councillors ahead of the meeting together with budgetary figures to the end of February 2020. 83.2 The following payments were approved and authorised. Proposed by Councillor Risdon, seconded by Councillor Webber and unanimously agreed. Mrs S Squire Redacted under the DPA. Details had been circulated to Councillors <table border="0"> <tr> <td>HMRC</td> <td>PAYE</td> <td>£48.20</td> </tr> </table> South West Ambulance Service NHS Foundation Trust Proforma Invoice No. 717 received for payment in respect of the defibrillator support package (£1,800 for the defibrillator, £360 reclaimable VAT) £2,160.00 It was hoped that the Locality Grant submitted to County Councillor Yabsley would be successful to cover the £1,800.00. 83.3 Information Commissioners Office. It was noted that the data protection has been renewed, the payment received and a revised Certificate received.	HMRC	PAYE	£48.20	Clerk Ch.No. 595 Ch.No. 596 Ch.No. 597
HMRC	PAYE	£48.20			

84.	Urgent items to discuss. 84.1 Transfer of land between the Parish Hall and the highway. A letter had been received from the Parish Council's Solicitors, Crosse Wyatt who has confirmed they are making contact with Stephens Scown, Solicitors for the third party involved. Crosse Wyatt have enquired if there is any paperwork in respect of the land the Parish Council is to acquire and if there is any additional information. When Crosse Wyatt know what is involved in the acquisition, they will be able to give an indication of the firm's fees. Councillor Brown to email the Clerk with the documents he has and when forwarding, the Clerk to advise that the other information is what they gave her when she called at their office and a request to be made that they ask for further details from Stephens Scown. 84.2 Defibrillator at the Parish Hall. Item 83.2 refers in respect of payment for the machine. It was confirmed that local electrician, Mr R Boyles, will install the electric. Councillor Miss Sturla will enquire if Mrs Hurst-Bannister will receive delivery of the defibrillator. 84.3 Annual Parish Magazine. Councillor Brown advised that this was on hold at the present time due to the coronavirus outbreak. Mr B Percival who is once again preparing the magazine to go to print, would appreciate a contribution towards ink. Councillor Good was willing to be the local coordinator for the Neighbourhood Watch scheme. 84.4 Highways Issues. Councillor Brown advised that a Highway Drainage Report dated 4/3/20 had been submitted to DCC Highways via the Clerk. He will forward another Report for April to the Clerk for forwarding to Highways / County Councillor Yabsley. The drains outside the Parish Hall are working but water is coming up in the middle of the road due to the mains which is a SWW issue of which they are aware. Councillors Brown and Miss Sturla had completed their Chapter 8 training. 84.5 Worlympics 2020. Proposed by Councillor Miss Sturla that this event should be postponed in line with the 2020 Olympics in Japan. Seconded by Councillor Good. Unanimously agreed. 84.6 Wall at the War Memorial. The wall requires repair. Councillor Brown had obtained two quotations and would also ask another local contractor. The Clerk to enquire from the Parish Council's insurers if this would be considered as impact damage and thereby able to make a claim under the Policy, and if so, the excess applicable. In the light of the above, Councillors would then make a decision about the work proceeding.	PB Clerk DS SG PB PB Clerk
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	84.7 Community Resilience Group to assist residents in the Parish during the coronavirus epidemic. Councillor Good reported that 34 volunteers were prepared to offer telephone support to people, do shopping and collect prescriptions. He pointed out that a number of the volunteers were themselves vulnerable. Councillor Good was concerned that a lot of people do not realize how difficult online shopping is and to be able to get a delivery slot. He is trying to get people who require help with shopping to think and buy ahead for more resilience built into their pantries. The same comments apply to prescriptions. He is aiming for more to be collected on the same day to reduce the number of contacts outside the community. Councillor Risdon offered to speak to the local Camp Site to ascertain if they would be willing to take deliveries, as some deliveries are proving to be expensive. It was known that fruiterers and butchers share deliveries and their options are available. It was suggested that anything brought into the house from an outside source should be washed in bleach diluted with water. 84.8 Planning Application received on the day of the teleconference. Application 71312 – Retrospective application for conversion of barns to form two units of holiday accommodation (amended scheme to that approved by planning permission 60930 & listed building consent 60983) at Stowford House, East Worlington. It was resolved to reply ‘no objections’.	PR Clerk
85.	Date of next teleconference: Tuesday 26 May 2020 at 7.30pm. At this stage it is not known if this meeting, the Annual Parish Council Meeting, can proceed in a physical form in the Parish Hall. The teleconference ended at 8.25pm.	
Summary of Decisions: ➤ Approval and adoption of Business Continuity Plan ➤ Payments ➤ Postponement of the 2020 Worlympics ➤ Planning		
These Minutes are agreed by those present as being a true record.		
Signed: Chair of East Worlington Parish Council.		Date: