

Pitcombe Parish Council

Minutes of a Pitcombe Parish Council Remote Meeting held on Tuesday 14th April 2020 via Zoom.

Present: Chair R. Waller, Councillors L. Donahue, M. Groom, C. Donald, R. Currie

Clerk: Holly Callow

Also Present: Councillor Robin Bastable,

The meeting opened at: 19:32

1. **Apologies:** PCSO Tim Russell, Councillors Anna Groskop and Alan Wells.
2. **Declarations of any Interest:** None declared
3. **To approve the minutes of the Parish Council meeting held on 10th March 2020.**

RESOLVED: It was proposed and unanimously agreed to approve the minutes as presented.

4. **To receive reports from**
 - i County Councillor Anna Groskop had sent her apologies.
 - ii District Councillor Robin Bastable reported that rural areas seemed to be coping well with management of the Covid-19 virus and communities were pulling together to ensure that vulnerable neighbours were looked after.
 - iii PCSO Tim Russell had sent his apologies.

5. **To review Planning Applications, Road Closures, Foot Path Diversions.**

- i Outcomes of applications considered at previous meetings:
 - a) **19/03474/OUT** - Outline application with some matters reserved except access, layout and scale for the erection of 8 No. dwellings with associated car parking at Pitcombe Farm Pitcombe Hill Pitcombe Bruton BA10 0PF – **Application Withdrawn**

Noted.

- b) **20/00240/HOU** - Erection of a detached double garage ancillary to dwellinghouse at Three Keys Cole Road Bruton BA10 0DD - **Application Permitted with Conditions**

Noted.

- ii. New Planning Applications: None to report
- iii. Other planning matters: None to report
- iv. Temporary Road Closures: None to report.
- v. Path Diversions: None to report.

6. **Reports from Portfolio holders not covered elsewhere on the agenda:** None to report.

7. **Finance.**

- i. To review the Budget vs Spend sheet.
Noted.

- ii. To approve the cash book and bank reconciliation for February 2020.

RESOLVED: It was proposed and unanimously agreed to approve the cash book and bank reconciliation as presented.

- iii. To approve payments of:

Holly Callow	Salary March 2020	£198.13
Holly Callow	Expenses March 2020	£6.42
HMRC	Income Tax RE H Callow March 2020	£22.00
Martin Jennings	Verge Cutting	£144.00
Hadspen Village Hall	Council Meetings 2019-20 Hall Hire	£210.00

RESOLVED: It was proposed and unanimously agreed to approve the payments as presented and that Councillors Waller and Groom would sign the cheques.

- iv. To agree to set up online banking with Barclays so payments can be made via bank transfer.

ACTION: It was agreed that Chair Waller would continue to liaise with Barclays.

v. To consider providing financial support to Pitcombe News to help with increased printing costs. Chair Waller informed the council that Pitcombe News printing costs were increasing as they could not continue to use a local school during the pandemic. Costs would increase to £236 per month and the production team had asked whether the council could support the publication by providing a grant to cover 50% of this cost. The council discussed the matter and agreed that they would be happy to support this amount for the next edition. The council felt it would be a good idea to investigate other printers going forward as the sharp increase in costs did not seem sustainable. It was **agreed** that the council would consider another grant at the next council meeting once further quotes had been sought.

RESOLVED: It was proposed and unanimously agreed that Pitcombe Parish Council would support Pitcombe News by providing a grant of £118. The Clerk would request an invoice to be agreed at the next meeting.

8. Council Matters:

i To decide upon any action to be taken regarding the local Neighbourhood Watch scheme. Councillor Currie will update the council once the current pandemic has passed and the police have more time.

ii To decide upon any appropriate action to be taken by the council regarding Covid-19. The council discussed the Parish Whatsapp and email groups and commented on their success in ensuring residents needs are met. Chair Waller thanked all councillors for their support in helping residents. Councillor Donald had been approached by a resident who had asked that the council hold a database of email addresses and send out information regarding the current situation. The council felt that this had already been covered through the Whatsapp and email groups in Hadspen, Cole and Pitcombe. There were also concerns regarding GDPR regulations. The general opinion of councillors was that all bases were being covered and that the parish and local town websites were a good source of general information.

ii a . To decide whether to produce an information leaflet to be distributed around the Parish. A local resident had produced a leaflet to help residents during the Covid-19 pandemic. It contained useful information and contacts including government services and local help and shopping schemes available. A contribution of £21 had been requested from the council to help with production costs.

RESOLVED: It was proposed and unanimously agreed that the Council would contribute £21 towards the leaflet. The Clerk would request an invoice to be agreed at the next meeting.

iii To discuss the refurbishment of the notice board on the triangle in the Parish and decide upon any action be taken. The council had previously accepted a resident's offer to refurbish the notice board, the resident had since asked for some direction regarding the products to be used. It was suggested that product should reflect what was currently there and that the notice board should be rubbed down beforehand. The council agreed that with this guidance they were happy for the resident to make the final decision.

ACTION: Chair Waller would respond to the resident and ask that he re-painted or varnished the notice board using like for like products.

iv To note that the requirement for an annual meeting to be held this year has been lifted due to social distancing restrictions.
Noted.

9. Items for report and for the next agenda

Chair Waller reported that he would add a piece in the Pitcombe News providing information on the remote council meetings and information on how to join.

10. Date of the next Parish Council meeting: 12th May 2020 at 7.30pm

The meeting ended at 20:12.

Signed:

Dated: