

STRETTON GRANDISON GROUP PARISH COUNCIL

Parish Clerk: Mrs Emma Thomas, Hadleigh, Bishops Frome, Worcester, WR6 5AP. Tel: 01885 490414  
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**Minutes of the Meeting of the Parish Council  
held online via Zoom due to the Coronavirus  
on Monday 11<sup>th</sup> May 2020 at 7.30pm**

**Present:** Cllrs: Helen Heathfield (Chairman); Malcolm Davies, Andy Towers, and Richard Crompton.

**In attendance:** Emma Thomas – Parish Clerk,  
Cllr Jonathan Lester – Ward Councillor

**Public:** 0

1. **To Accept any Apologies for Absence and Note the Reason**  
None

2. **To Record any Declarations of Interest and Consider any Requests for Dispensations**  
None

3. **To remind Councillors to update their Register of Interests held by Herefordshire Council if need be.**  
NOTED. The clerk will email instruction as to how to do this.

4. **To Consider Approval of Minutes of Parish Council meeting held Monday 9<sup>th</sup> March 2020**  
The minutes were APPROVED and will be signed by the Chair at the first available opportunity.

*Cllr Ed Godsall joined the meeting*

5. **Public Participation Session for Local Residents to raise matters relevant to the Parish Council**

- The pile of animal waste by the Telephone Exchange is causing concern.
- Cllr Lester gave a brief report which included the following items –
- Herefordshire Council will be opening up Leominster and Hereford Recycling Centres
  - Council staff and the Voluntary Sector have been wonderful throughout the pandemic.
  - The biggest issue has been the procurement of PPE.
  - The loss of life at this time has been devastating.
  - It is not yet known when schools and nurseries will be able to re-open.

6. **Council Policies; Committees and Powers:**

- a) **To note that due to the Coronavirus Pandemic, there is no requirement for an Annual Meeting of the Parish Council this year. (The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020)**  
NOTED

- b) **To note that therefore Committee Structures; Council Powers; Banking Signatories and Council Policies will all remain in place for a further year until May 2021 without need for review.**  
NOTED

- c) **To note the attendance record of councillors at meetings during 2019-20 – Appendix 1**  
NOTED

7. **Finance:**

- a) **To Consider the End of Year 2019-20 finance report and bank statements. – Appendix 2**  
The clerk REPORTED that finances were as expected at the end of the year. The REPORT was APPROVED as evidence of budget monitoring.

- b) **To Consider and Approve Internal Audit Report – Appendix 3**  
The internal audit report was NOTED and APPROVED

- c) **To Consider and Approve the Annual Return Governance Statement – Appendix 4**  
The Governance Statements were AGREED as in place and showing sound internal control processes.

- d) **To Consider and Approve the Annual Return Accounting Statements – Appendix 5**  
The Accounting statements were APPROVED.

- e) **To Consider eligibility for audit exemption and sign certificate**  
It was AGREED that the Council are eligible for audit exemption and it was AGREED that the certificate would be signed, by the Chair, along with the other audit documents as soon as possible.

- f) **To Review the parish council insurance policy and decide on any amendments required**  
The insurance policy was REVIEWED and it was AGREED that no changes were needed.



g) **To Consider the internal auditor for 2020-21**

It was AGREED to continue using Mr Brough as internal auditor for 2020-21

h) **To Consider continuing to use the "payments and receipts" accounting method for 2020-21**

It was AGREED that the Council would continue using this accounting method for 2020-21

i) **To Note the VAT return for 2019-20**

NOTED

j) **To Receive Update on Poorlands Meadow Trust**

Cllr Malcolm Davies REPORTED that discussions with Santander have paused due to the Pandemic – they will resume as soon as possible.

k) **To Note the following payments made between meetings under Clerks Delegated Authority (Finance Regulations item 5.5)**

- a) Autela Payroll Services - £57.18
- b) The Stables – meeting room hire - £122.40
- c) Groundwork UK – NDP Grant return £1362.89
- d) Clerk April Salary
- e) Clerk April Expenses £43.97

The above payments were NOTED

l) **To Note the following receipts**

- a) Precept 1 - £7000
- b) Fastershire Grant for 6 months subscription to Zoom for online meetings £71.94

The above receipts were NOTED

8. **Highways/Footpaths:**a) **To receive an update on the installation of traffic calming measures through Stretton Grandison**

The clerk REPORTED that she was still awaiting installation costs of the White Gates.

b) **To receive an update on the TRO's at Fromes Hill and Newtown Crossroads.**

The clerk REPORTED that both consultations had been put on hold while awaiting traffic survey figures. These will be undertaken when road traffic returns to a more normal situation.

9. **To receive an update regarding the NDP Regulation 16 consultation**

The clerk REPORTED that the Regulation 16 consultation undertaken by Herefordshire Council had now closed – with a few representations. Herefordshire Council was now waiting for the names of available examiners to undertake the examination. The clerk REPORTED that the Examiner would have to be formally chosen by the Council at an Extra-Ordinary meeting.

10. **To consider any items for the next agenda (no discussion)**

An update on the waste by the Telephone Exchange; An update on the progress of Airband Broadband installation.

11. **To note the date of the next meeting – 13<sup>th</sup> July 2020**

NOTED

The meeting closed at 20.03

Signed: \_\_\_\_\_

Dated: 13.7.20