

MINUTES OF WESTMILL PARISH COUNCIL MEETING REMOTELY VIA ZOOM ON**20 May 2020 AT 2.30PM**

Councillors: Michael McRae (Chairman) Winston Pickup Bernadette King
 Anne Downes Ray Partridge

Officer attending: Sarah Kubica (Clerk and RFO)

Present: 1 member of the public

APOLOGIES FOR ABSENCE

20.40 Received from Cllr Diane Bowtell

DECLARATIONS OF PECUNIARY INTEREST

20.41 Cllr. McRae declared an interest in matters relating to the Greg Trust in his capacity as a Trustee of the Greg Trust

MINUTES OF MEETING

20.42 The minutes of the WPC meeting held on the 26 February 2020 were approved as a correct record

VULNERABLE PARISHIONERS & COVID-19

20.43 Weekly phone calls from Churchwarden and WPC Chair are well received by the villagers identified as over 70 years of age or vulnerable during lockdown. Cllr Partridge thanked Cllr King for her involvement in setting up the support group/WhatsApp group. Cllr King suggested this group continue beyond lockdown

DONATION TO SUPPORT STRUGGLING FAMILIES

20.44 The donation of £100 to 'Buntingford Relief in Need' charity was recorded as having been unanimously agreed and thanks given to other donors from the village. Receipt of the donation has been provided by email and has supported 25 families so far with food parcels

FINANCE**20.45.1 Finance Report and payments for approval**

The finance report was noted and the cheques before Council were agreed. The list of payments and the finance statement are an appendix to these minutes. The Council also authorised the payments for

- Litter picking for the months of May, June 2020
- Clerks salary for March – June including additional hours for training and meetings
- Village green grass cuts May- September 2020, at 2 cuts per month
- Zurich Municipal parish council insurance renewal
- Zoom meeting fee
- Web hosting and support

20.45.1.1 Laptop security to be reviewed next year when McAfee expires

20.45.1.2 Clerk will confirm whether payment to Information Commissioners Office (ICO) regarding GDPR requirements for handling personal information is required

20.45.2 VAT VAT for 2019/20 financial year has been reclaimed has been received

20.45.3 AUDIT 2019/20 accounts currently with the responsible independent parishioner as internal auditor

PLANNING

20.46.1 Application: 3/20/0600/FUL - The Parish Council has been contacted by an individual requesting further clarification of its response submitted to East Herts Council with regard to this application. The Council agreed unanimously that its representations to East Herts should remain as submitted and any individual queries should be directed to East Herts Planning. The individual will be contacted advising the same

20.46.2 Application: 3/20/0903/FUL - Planning required for barn cladding was queried as planning permission is not usually a requirement for this. A road is marked on the plans which is subject to another planning application and is not approved at this time. It was noted that the applicant is anonymous. WPC will draft a response to EHC Planning by 4 June deadline

20.46.3 Cllr Downes proposed to display all further planning applications on the village notice board and WPC website in the interest of parishioners and for Councillors to visit sites when considered appropriate to fully understand plans. Cllr King seconded, all in favour

HIGHWAYS

20.47.1 Cllr McRae to contact James Vine in Highways regarding the verge growth causing restricted visibility at northern exit onto the A10

20.47.2 Cllr Downes advised that resurfacing is due during summer 2020 on Cherry Green Lane and Coles Park pothole on road previously stated as 'unadopted road by EHC' has now been filled. White lines at junctions to be reviewed by Highways and repainted as necessary

RISK ASSESSMENT REVIEW

20.48 Action dates to be extended by 3 months due to implications of Covid-19 lockdown but Cllr McRae agreed to contact P R Newson regarding an inspection of the large lime tree on Village Green

GREG TRUST REPORT

20.49 Cllr McRae updated the Council on the work of the Greg Trust; the playground and village hall remain closed due to lockdown

URGENT MATTERS

20.50.1 Cllr King asked about a Parish plan, Clerk to research

20.50.2 GDPR notice, this meeting was recorded on Zoom and will be deleted as soon as Minutes are produced

PUBLIC PARTICIPATION

20.51 No comments

DATE OF NEXT MEETING

20.52 The next WPC meeting will be on 9 September in the village hall at 7.30pm

MEETING CLOSE

20.53 The meeting closed at 3.55pm. Cllr McRae thanked everyone for their contribution