

# Foulden Parish Council

## MINUTES

### Parish Council Meeting held via zoom

(remote meetings are permitted until May 2021 under THE LOCAL AUTHORITIES AND POLICE AND CRIME PANELS (CORONAVIRUS) (FLEXIBILITY OF LOCAL AUTHORITY AND POLICE AND CRIME PANEL MEETINGS) (ENGLAND AND WALES) REGULATIONS 2020)

**6<sup>th</sup> July 2020 at 7:00 pm**

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Present: Councillors Stephen Parker (chair); Jayne Winterbone (vice-chair); Stephen (Billy) Pye; Neil West; Richard Cooper; Marianne Christian and Rosemary Pye  
Claire Prentice (Parish Clerk)

In attendance: 4 Parishioners

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**1. Chair's opening remarks**

Welcomed everyone to the council's 2<sup>nd</sup> zoom meeting. He asked that anyone wishing to speak raise their hand and that the public are welcome to speak in agenda item 4.

**2. To receive apologies and approve absences**

None received.

**3. To receive declarations of interest from members in any items to be discussed.**

None declared

**4. Public Participation. (max. 15 minutes)**

None

**5. To receive reports from**

**a) Cllr Fabien Eagle**

None received

**b) Cllr Mike Nairn**

None received

**c) Parish Clerk**

Published separately

**d) RFO**

Published separately

- Insurance adjustment to be made, in line with proportioned figure received.

**e) Village Hall Manager**

Published separately

- Cllr Parker to get trees removed from Village Hall.
- Cllr Parker to pass on pest control details to village hall manager
- Chairman and clerk to authorise payment for pest control as emergency in line with the councils adopted financial regulations.

**f) Councillors**

None received

**6. To decide on any points to be taken forward to the next meeting from the reports.**

None

**7. To approve minutes of the meeting of council held on 11<sup>th</sup> May 2020.**

Approved, to be signed at next physical meeting in line with adopted standing orders.

**8. Internal audit to receive and decide on any actions to be taken**

- Cllr Parker will call extraordinary meeting before the end of the month once internal audit is completed.

**9. AGAR to decide and complete (Clerk)**

- See above
- Clerk to write to Wescotec to inquire if there are any outstanding payments.

**10. Village Hall, to discuss and decide on the following: -**

**a. Panto (Cllr R Pye)**

- Cancelled for this year

**b. Reopening of village hall (Cllr R Pye)**

- Will not re-open. To be reviewed at the September meeting

**c. Parish Partnership Grant and village hall car park (Cllr R Pye, Cllr West)**

- Cllr Winterbone to get advice regarding best surface type for the hall and pass information on to Cllr R.Pye to update council at next meeting.

**d. Insurance, subsidence and related issues (Cllr R Pye)**

Covered by village hall report.

**11. Recreation ground, to discuss and decide on the re-opening of the equipment.**

- Will not re-open, to be reviewed at the September meeting
- Cllr S Pye to cordon off the play equipment (similar to what was previously in place)
- Cllr West to create new signage and pass on to Cllr S. Pye
- Clerk to contact ground maintenance contractors to ensure grass is not cut around equipment and copy in Cllr R Pye.
- Clerk to send tweet that the equipment will continue to be off limits.

**12. Decisions between meetings, to discuss and decide on: - (Cllr West)**

**a. what decisions are appropriate to be made outside of meetings**

- Procedure will be:- decision requests go to clerk, clerk will send out and all councillors must respond (even if abstaining), decisions will be shown on a standing agenda item of the following meeting, financial decisions will not exceed £250 and are for previously discussed agenda items only.

**b. how these will be recorded in future meetings**

- See above

**13. Appointment of community champion/s, to discuss and decide: -**

**a. Joining the dots**

- To review at next meeting

**b. Norfolk Parish Councils' Climate Safeguard Project**

- See above

**14. Traffic management near village sign, to discuss and decide on action to be taken (Cllr S Pye, Cllr Christian)**

- Cllr West to contact highways and seek advice regarding marker posts.
- Cllr Parker to chase any contractors from his farm if they are cutting the corner.

**15. Great British Clean, to receive update and discuss (Cllr Christian)**

- Clerk to promote event via website and tweet.

**16. FHS and charity commission, to decide on permission for employee contact**

Approved

**17. Policies and procedures**

- complaints, data protection and equal opportunities approved, to review in 24months
- code of conduct to be addressed after consultancy period finishes in August.

**18. To receive such communications as the person presiding wishes to lay before the Council for information only**

None

**19. Finance: -**

**a. Agree financial statements, bank reconciliation and authorise signing of orders for payment.**

Statements approved

four payments approved, CGM payment not approved

**20. To consider planning applications.**

None received

**Meeting Closed at: 8.18 pm**

**Date of Next Meeting: Monday 14th September 2020**

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**Signed .....**

**Date .....**