



Chiddingfold Parish Council

The Banking House
The Green
Chiddingfold
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GU8 4TU

Chairman: Councillor Daniel Hall
Clerk: Lauren Blatherwick CiLCA PSLCC
RFO: Andy Beams
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PARISH COUNCIL MINUTES – 08 OCTOBER 2020

Minutes of the Parish Council Meeting held remotely on Thursday 08 October 2020 at 18:00, as permitted by The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Cllrs Present: Christine Tebbot (CT) – Vice-Chairman
Susie Forrest (SF) Anthony Johnson (AJ)
Peter Little (PL) Ian McKie (IM)
Roger Underwood (RU) Tony Wiener (TW)

In attendance: Lauren Blatherwick (Clerk) **Members of the Public:** 0

1.00 APOLOGIES FOR ABSENCE

Apologies from Cllr Daniel Hall (Chairman) were noted.

2.00 DECLARATIONS OF PERSONAL OR PECUNIARY INTEREST (DPI)

None

PUBLIC PARTICIPATION – No session as no public present and no written submissions

3.00 PREVIOUS MINUTES

3.01 MINUTES OF THE LAST MEETINGS

RESOLVED (unanimous): To approve the minutes of the meetings of the Parish Council on 10 and 25 September 2020 as drafted. The Chairman to sign at the next 'in-person' meeting.

3.02 ACTIONS FROM PREVIOUS MINUTES (where not forming a separate agenda item)

None.

4.00 CLERK'S REPORT & DELEGATED DECISION MAKING

4.01

The Clerk's Report was NOTED.

5.00 PLANNING MATTERS

5.01

NOTED that there were no Planning Applications to be considered.

5.02 PLANNING CONSULTATION – Planning for the Future

CT noted that Jeremy Hunt MP was due to meeting with CPRE and other local MPs due to concerns about protection of the AONB.

RESOLVED (unanimous): To approve the proposed response to the government consultation. ACTION: Clerk to respond to the consultation and copy to NALC

5.03 MINUTES OF THE SEPTEMBER PLANNING COMMITTEE

The minutes of the Planning Committee meeting on 28 September 2020 were NOTED.

6.00 MINUTES OF THE SEPTEMBER FINANCE AND COMPLIANCE COMMITTEE (FCC) MEETING

The minutes of the FCC meeting on 9 September 2020 were NOTED. RU raised that the action to recommend the appointment of an internal auditor had not been brought forward. TW to raise this with the RFO. **ACTION: TW / RFO**

7.00 STAFFING COMMITTEE

SF raised concern about proceeding and with item 3 in particular before a scheduled meeting with SSALC had taken place. RU concurred with SF that advice from SSALC should be available. PL proposed to defer decisions on items 1,2,4 and 5 and to proceed with Item 2, but substituting 'HR Committee' for 'Staffing Working Group' and with Item 6 as was on the Agenda. The Clerk noted that Item 6 was unnecessary as policy review was already within the terms of reference for FCC. PL then proposed to only proceed with Item 3. TW requested he be substituted on the Working Group and CT offered to replace him. The Clerk identified that the Council can chose to delegate correspondence with HR Services Ltd to the Working Group, rather than this being through the Clerk as it would normally be.

RESOLVED:

- 1. To defer a decision on items 1,2,4 and 5 to a future meeting (unanimous)**
- 2. To authorise an expenditure of up to one thousand one hundred and ten pounds (£1110) with HR Services Partnership Limited – being an initial commitment for 2x 5 hour blocks @£71/hr plus 5 additional hours (if required) priced individually @£80/hr – to provide consultative support to the Staffing Working Group in progressing the Council's preferred staffing option. The Staffing Working Group is delegated authority to correspond directly with HR Partnership Ltd after their formal instruction by the Council (majority decision, 6:1 in favour)**
- 3. Cllr TW is replaced by Cllr CT on the Staffing Working Group (unanimous)**
ACTION: Clerk and Staffing Working Group.

8.00 USE OF THE GREEN – CHRISTMAS TREE

RESOLVED (unanimous): To approve the application for the installation of a community Christmas Tree on the Green (Tree of Faith, Hope and Love) between 28.11.20 and 09.01.21. ACTION: Clerk

9.00 CHIDDINGFOLD BONFIRE SOCIETY

9.01 DONATION

PROPOSED SF (Secoded IM): To make a donation to the Bonfire Association Voucher scheme. PROPOSED CT: To donate £50

RESOLVED (Majority 5:1 and 1 abstention): To donate £50 to the Bonfire Association for the voucher scheme. ACTION: Clerk / RFO

PL raised the principle of the Parish Council making grants and donations from public funds. The Clerk informed council that such payments were lawful, but the decision to do so was the Council's. PL suggested the FCC consider the matter and report back.

9.02 LITTER PICK – BONFIRE HELPING HANDS

WBC litter pickers are not available due to Covid, though collection of rubbish could still be arranged. CT cautioned that price should be balanced against longevity and suggested establishing which model WBC use.

RESOLVED (unanimous): To purchase up to 12 litter pickers for community use. Exact number to be decided once costs available. ACTION: Clerk to circulate costs.

10.00 APPROVAL TO FUND PDF SOFTWARE PURCHASE

RESOLVED (unanimous): To approve the purchase of a licence for PDF Studio Pro, at approximately £79, for installation on the Clerk's computer. ACTION: Clerk

11.00 ASSET INSPECTION / RISK ASSESSMENT REVIEW

RESOLVED (unanimous): To authorise Councillor McKie to undertake the inspection of land and assets as part of the Council's risk assessment processes. ACTION: Clerk / IM

12.00 DATE OF THE NEXT MEETING

NOTED the date of the next Parish Council meeting will be November 2020 at 6pm.