

Hopesay Parish Council

All members of the Council are hereby summoned to attend

for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

Members of the public and press are welcome to attend the meeting.

Email: clerk@hopesayparishcouncil.org.uk Website: <http://www.hopesayparishcouncil.org.uk/>

A meeting of HOPESAY PARISH COUNCIL which will be a VIRTUAL meeting using ZOOM will be held on **TUESDAY 26th MAY 2020** at 7:30 pm

ZOOM DETAILS for MEMBERS of the PUBLIC

To join the Zoom Council meeting, please email the Chairman Cllr Rob Loynes:

cllr.loynes@hopesayparishcouncil.org.uk

who will contact you prior to the meeting with full details of how to attend.

Signed by Clerk: Mrs Meg Gwilliam

A G E N D A

- 1 **APOLOGIES FOR ABSENCE:**
- 2 **DECLARATIONS OF INTEREST:** to receive a) declarations of disclosable pecuniary interests; b) declarations of personal/other interests; c) to note outcome of any written dispensation requests
- 3 **ADDENDUM TO STANDING ORDERS:** To approve the SALC addendum regarding procedure for virtual meetings
- 4 **MINUTES OF MEETING:** To approve the minutes of the parish council meeting 24th February 2020.
- 5 **PUBLIC PARTICIPATION:** To allow members of the public to address the meeting in relation to the business to be transacted at the meeting (up to 15 minutes session, up to 3 minutes per individual)
- 6 **PLANNING:** New applications: 20/01288/VAR reconsultation proposed res dev west of Broome Farm Barns; 20/01354/LBC 1 Brook Cottage, School Bank, Aston On Clun, repairs to listed building.
Enforcement: 18/06112/ENE, Tadymor Farm Hopesay; ongoing.
- 7 **UNITARY COUNCILLOR REPORT:** To receive a Unitary Councillor report
- 8 **UPDATES ON MATTERS FROM PREVIOUS MINUTES / Clerk's Report:** to receive any updates
- 9 **ARBOR TREE, & ENCLOSURE:** To receive an update on the Enclosure project.
- 10 **ASTON GREEN:** To receive and approve an update on the management plan and consider actions.
- 11 **CORRESPONDENCE:** including. Temp. road closures Basford Bank + possibly Hopesay and Round Oak 1st – 4th June; Clun bridge 18th June – 3rd July; Long Lane 13th – 14th July; Long Lane crossing 27th Sept 1pm – 8pm.

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- 12 **FINANCE**: To receive the year-end bank reconciliation, Budget Monitoring Report, Reserves, and Finance Report including Invoices to pay: staff salary/tax /home working allowance £552.25p, grass cutting £243.60p incl VAT, hedge cutting £69.60p, insurance renewal £338.40p, Zoom subscription £14.39p, postage stamps £16.92p, donation to AoC village hall £80. Retrospective authorisation of Covid 19 community newsletter postage £101.40p & £33.90p, staff salary/tax /home working allowance for March 492.12 and April 522.25, anti virus £20, RBL poppies £30, Vision ICT website accessibility £54, Shelley Signs lectern £648, payroll £53.10p, grass cutting March & April £487.20p.
- 13 **RISK REGISTER rolling review**: To review risks 4, 8, and 11; and other risks as required.
- 14 **COVID 19 SMALL GRANTS APPLICATION**: To formally approve Council's application to Shropshire Council for £500 to assist the Covid 19 community effort
- 15 **TRAINING**: To approve the Chairman's online attendance at Employment Relationships training webinar 9th June 2020 (£15). To approve Councillor online attendance at 'Be a Better Councillor' web training sessions on 10th & 17th July 2020 (£75 per councillor)
- 16 **PARISH TRUST**: To approve re-appointment of trustee nomination
- 17 **HIGH CONSEQUENCE INFECTIOUS DISEASE POLICY**: To formally adopt the revised version of the HCID
- 18 **COUNCIL'S REPORT on RISKS & INTERNAL CONTROLS**: To formally & retrospectively approve Council's acceptance of the report and Council's agreement that its control procedures for risk management are adequate and effective.
- 19 **MEETINGS ATTENDED**: To receive brief reports of meetings attended.
- 20 **REPORTS of PARISHIONERS and PARISH ISSUES**: For information only or routine action by the clerk only. Matters requiring a Council debate / decision will be added to a future agenda.
- 21 **NEXT MEETING**: Monday 22nd June 2020.
- 22 **To EXCLUDE MEMBERS OF THE PRESS AND PUBLIC**: To resolve that by the Public Bodies (Admissions to Meetings) Act 1960 and under Section 100 (A) of the Local Government Act 1992, the public and press be excluded for the remainder of the meeting on the grounds that the business involves the likely disclosure of exempt information as defined in the Acts.
- 23 **STAFF MATTERS**: To formally and retrospectively approve the implementation measures regarding salary scale and national pay award.