

**Minutes of No Man's Heath & District
Parish Council Meeting
held at Bickley Coronation Hall
at 7.00 pm on Thursday 11th November 2021**

PRESENT

Chairman: Cllr David Lithgow Smith
 Cllr Carolyn Day Cllr Tony Day Cllr Keith Done
 Cllr Peter Guildford Cllr Tim Harrop Cllr Trevor Parker
 Cllr Michael Voisey

Clerk - Mrs Ruth Shackleton;

Members of the Public and Parish – one member of the public attended part of the meeting.

1. APOLOGIES

Cllrs Jan Birch, Stephen Roberts, Paul Roberts.

2. DECLARATIONS OF INTEREST

Cllr Lithgow Smith declared a pecuniary interest in item 8 of the minutes.

3. PUBLIC PARTICIPATION

Will Lithgow Smith spoke to the meeting regarding the grant request.

4. MINUTES

RESOLVED:- that the minutes of the Parish Council meeting held Thursday 9th September 2021 be accepted as a true and proper record.

Proposed by Cllr Lithgow Smith and seconded by Cllr Done.

RESOLVED:- that the minutes of the Parish Council extraordinary meeting held on Thursday 21st October 2021 be accepted as a true and proper record.

Proposed by Cllr Parker and seconded by Cllr Guildford.

5. POLICE

The police report was circulated previously.

6. ACCOUNTS AND PAYMENTS

6.1 Payments:-

| Chq No | Payee | Amount |
|---------------|--|---------------|
| 892 | Running Costs | £ 54.57 |
| 893 | DONATION:- Royal British Legion (poppy wreath) | £100.00 |
| 894 | HMRC (Oct - Dec 2021) | £225.00 |

The Clerk was paid by standing order.

Receipts:-

None Received

Bank Account:-

Reconciled balance of the Current Bank Account as at 30 October 2021:-
£1,563.37.

Balance of the Deposit Bank Account as at 30 September 2021:- £ 9,659.14.

The Clerk is to transfer £2,000.00 from the Deposit Bank Account to the Current Bank Account.

RESOLVED:- that the Council donate £100.00 to the Royal British Legion for the poppy wreath and accept the above payments and accounts circulated.

Proposed by Cllr Parker and seconded by Cllr Voisey.

6.2 To review Budget to Date for Financial Year:-

The Council received and noted the Budget to Date figures for the current financial year as at 30th September 2021.

7. **LIAISON WITH CWaC**

The Council considered introducing a formal process for liaison between the Parish Council and CW&C.

Cllrs Lithgow Smith and Guildford agreed to meet with Cllr Birch to discuss communication with the Clerk and CWaC.

Resolved:- The Council agreed to update item 24 (Restrictions of Councillor Activities) of the Standing Orders regarding communication between Councillors and the local authority with the following:-

“When contacting the local authority as a resident Councillors are not to make any reference to their role as a parish councillor.

When contacting the local authority to request information on behalf of the Parish Council then Councillors are to make it clear that it is only a request for information.

When contacting the local authority to request action Councillors are not to make reference to their role as a parish councillor unless they have specifically been authorised by the Parish Council to do so.

When contacting the local authority to request action Councillors are to send the request via the Clerk or copy the Clerk in all correspondence.”

Proposed by Cllr Lithgow Smith and seconded by Cllr Voisey.

8. **GRANT REQUEST**

The Council considered the grant request made by William Lithgow Smith for a volunteering project.

RESOLVED:- that the Council grant a sum of £513.00.

Proposed by Cllr T Day and seconded by Cllr Guildford.

9. **PLANNING**

Planning Register:-

The Council noted the planning register and the observations as circulated.

10. **ONGOING ISSUES**

10.1 Witney Lane:-

CWaC have advised that the Surveys for Witney Lane were carried out in September.

The monitoring team have been having issues with new download software and equipment. The team have worked frantically to clear monitoring requests only to run into processing issues. CWaC have a huge backlog of assessments delayed due to Covid lockdowns affecting monitoring.

10.2 Road Surface of the B5069 from the A41 roundabout to the entrance of the industrial estate at Hampton:-

A letter has been sent to the portfolio holder and to the head of highways at CWaC to request that the repairs to the road surface be carried out.

10.3 Issues Register:-

The Issues Register was circulated to Councillors.

The Issues Register is to be a record of issues ongoing with CWaC to facilitate review of progress at each meeting of the Parish Council and is to include details of each issue showing title, details of the original issue raised, dated updates/progress as they occur and current escalation status.

11. **SUMMER PLAY SCHEME**

The Council agreed in principle to hold a summer play scheme in 2022. The Clerk is to make enquiries with Bickley Hall and the summer camp provider.

12. **POPIES**

The Council has received positive feedback about the lamppost poppies in the parish.

RESOLVED:- that the Council order a further 30 poppies for lampposts for 2022.

Proposed by Cllr Done and seconded by Cllr Guildford.

13. COMMUNITY RESILIENCE PLANS

Cllr Done has met with Cllr S Roberts to discuss progress of the Community Resilience Plan.

14. THE QUEEN'S PLATINUM JUBILEE

The Council considered purchasing and installing planters to commemorate the Queens Platinum Jubilee. Councillors agreed to seek interest from local residents who may be prepared to maintain individual planters if they were to be purchased and supplied by the Council.

15. LOCAL RECOGNITION

The Council discussed ways to recognise pillars of the community. This is to be considered further at the January meeting.

16. CLIMATE CHANGE

The Council considered ways in which the local community can assist in supporting County, National and International action and to update the Neighbourhood Plan to reflect any initiatives.

17. SPEEDWATCH

Cllr Harrop informed the meeting there was no update regarding Speedwatch in the village; he has following up the request made for training.

18. DATES FOR 2022 MEETINGS

The Council considered a suggested rental for the use of Bickley Coronation Hall.

Resolved:- that the Council suggest £30.00 to rent Bickley Coronation Hall to hold meetings.

The Council agreed to change the date of the bi-monthly business meetings to the first Thursday in the month.

Proposed by Cllr Guildford and seconded by Cllr Done.

19. CLERK'S REPORT

19.1 Deadly Nightshade at Littlers Croft:- this has been reported to CWaC who have sprayed the area. Concerns were raised that expert advice ought to be sought in order to permanently remove the Deadly Nightshade.

20. CORRESPONDENCE

A list of correspondence received has been previously circulated.

Signed

Dated

Scheduled Parish Council Meetings

DATES FOR 2022 MEETINGS

Thursday 6th January 2022

Thursday 3rd March 2022

Thursday 5th May 2022

Thursday 7th July 2022

Thursday 1st September 2022

Thursday 3rd November 2022