

Teffont Parish Council

Parish Clerk: Madeline Honeybourne

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Minutes of Extraordinary Parish Council Meeting

Held via Zoom

13th April 2021 at 18:00

	<p>Questions or Statements from the Public: None received.</p>
	<p>Report from Wiltshire Councillor Bridget Wayman: Councillor Wayman did not attend the meeting. No apologies were received.</p>
	<p style="text-align: center;">MEETING MINUTES.</p>
	<p>Meeting convened : 18:02</p>
21.04.01	<p>Those present:</p> <p>Parish Councillors: E. Worth (Chair). I. Johnson (Vice Chair). T.Deane. R. Blamey. P. Fisher. J.Aspden (joined the meeting later).</p> <p>Also in attendance: M. Honeybourne (Parish Clerk). 2 members of the Public</p> <p>The public were able to submit written questions prior to the meeting for consideration by Council. None were received.</p>
21.04.01	<p>Resolution to receive apologies for absence.</p> <p>Parish Councillors resolved to accept the following apologies:</p> <ul style="list-style-type: none">• Councillor Cordle (work commitments)• Councillor Fisher (Unwell). <p>Proposed: EW Seconded: RB Carried: Unanimous.</p> <p>RESOLVED: Parish Council voted unanimously to accept Councillors Cordle and Fishers absence from the meeting.</p>

21.04.02	<p>A. Declarations of Interest – any Parish Councillor wishing to declare interests should do so at this point:</p> <ul style="list-style-type: none"> • declarations of disclosable pecuniary and non-pecuniary interests already declared in the Register of Interests – None. • declarations of disclosable pecuniary and non-pecuniary interests not previously declared in the Register of Interests – None. <p>B. <u>Dispensations:</u> None.</p>
21.04.03	<p>Resolution of Minutes: Full Parish Council Meeting minutes of the 9th March 2021. All previous meeting minutes held remotely will be signed on the 11th May 2021</p> <p>Proposed: IJ Seconded: RB carried: Unanimously</p> <p>RESOLUTION: Parish Council resolved unanimously to accept the minutes as a true and accurate record of the meeting.</p>
21.04.04	<p>Clerks Report:</p> <ul style="list-style-type: none"> • The Clerk informed the Councillors that she had delivered 5 Electoral nominee documents to the Returning Officer and they would be notified directly if there were any issues. The Clerk has receipts for the documents delivered. • The Clerk informed the Parish Council that remote meetings will cease to be a legal way for the Parish Council to meet from 7th May 2021. The Clerk will notify the Council if this changes. • The nominations close on the 8th April and will be announced on the 9th April. • The Clerk reminded the Parish Council of VE Day on the 8th May and asked the Council if they had plans to commemorate the day. Due to current Covid restrictions and the difficulty this presents, it was agreed for the Clerk to contact the Parochial Church Committee, The Reverend Tina Fox, The Village Hall Committee and some retired military personnel, for their opinion on the matter. <p>Proposed: EW Seconded: IJ Carried: Unanimously</p>
21.04.05	<p>Chairs Report.</p> <ul style="list-style-type: none"> • The Chair set a date for the Annual Parish Meeting for 18th May 2021. This is within 14 days of the new Parish Council being declared into office. • It was agreed by the Council, the Annual Parish Community meeting date should be deferred until the new Parish Council sits on the 11th May 2021. The meeting must be held before the end of June 2021.
	<p>FINANCE – resolutions required</p>
21.04.06	<p>Financial reports:</p> <ul style="list-style-type: none"> • Prior to the meeting, the Clerk had sent the Financial records for 2020/21 to all Councillors for them to review. • The Clerk did a Powerpoint presentation covering Receipts and expenditure for 20/21. • The Clerk explained the 3 new deposit accounts set for up the next financial year. The presentation included a review of the Capital Invest Plan for the Village and a Budget estimate for the financial year 2021/22. • It was agreed the Clerk would include a pay increase for her salary in the budget. It was agreed that the Clerk should include a quarterly Charity donation in the budget for 2021/22. • The Chair stated we must look carefully at the cost of repairs to posts, benches and bus

21.04.07	<p>shelters and may need to move one of the latter back to financial year 2022/2023 if we cannot obtain grant funding</p> <p>Current Financial Position</p> <ol style="list-style-type: none"> The new spreadsheet has worked well in this financial year and will be replicated for 2021/22. The current reserve fund has depreciated by £2,386.15 from FY 19/20 to meet the cost of the new 20 MPH speed limit through the Village. The Precept for 2021/22 is £8,261.91 <p>The Chair asked the Councillors to verify the accounts for the financial year 2020/21.</p> <p>Proposed: EW Seconded: IJ Carried: Unanimously</p> <p>RESOLUTION: The Parish Councillors voted unanimously that the Financial Records were true and accurate for the Financial year 2020/21.</p>
MATTERS TO BE CONSIDERED and/or RESOLVED	
21.04.08	<p>Community Resilience Plan.</p> <ul style="list-style-type: none"> Mr Evans was invited by the Parish Council to continue his presentation from the previous meeting from 9th March, as the Council felt Mr Evans substantial document required more time to discuss the contents. Flood Warden, Rob Evans, asked for the Resilience Plan and a Flyer to be distributed to the Parish Councillors prior to the meeting. Unfortunately, some Councillors had not had sufficient notification to read the document fully. Mr Evans proceeded with his presentation to the Parish Council on the Teffont Resilience Plan. Councillors Aspden and Johnson raised valid and significant concerns that the document breached GDPR. The Parish Council asked for the immediate removal of all personal data information from the document. Mr Evans stated that the removal of names and contact details would inevitably cause a delay in an emergency. Mr Evans was aware of the possible GDPR breach and agreed to remove the information. Councillor Johnson raised concerns that classifying properties with a risk factor could seriously affect the resale value of properties in the Village. Councillor Johnson was further concerned that properties could become uninsurable. Councillor Johnson raised further concerns that the information relating to some of the properties was inaccurate and outdated. Mr Evans agreed to remove the names of properties from the documents and not to classify them. Mr Evans continued with his presentation and confirmed the document was a template provided by Wiltshire Council for Villages to use. Mr Evans suggested a 5 year plan. Mr Evans stated a Villager in Teffont Evias was prepared to be a flood warden for Evias. Mr Evans has created a flyer which he proposes to be sent to all households, once the plan is agreed. The cost is approximately £200 including VAT. The Parish Council thanked Mr Evans for the outstanding work he has done and asked for a further meeting to give the Councillors time to read the document fully and to allow for suggestions to make it fit for purpose. The Chair proposed the document be edited by Mr Evans, to adhere to GDPR and to remove any risk factor to property values. <p>Proposed: EW Seconded: JA Carried: Unanimously</p>

	<p>RESOLUTION: The Parish Council requested for The Teffont Resilience plan to be amended to remove all GDPR breaches and ambiguity for properties in the Village and to then bring before the new Parish Council</p>
21.04.09	<p>Other Reports:- None</p>
21.04.10	<p>Correspondence received: None</p>
21.04.11	<p>Items for next agenda – to pick up action required from public representations.</p> <ul style="list-style-type: none"> • Declaration of Office for new Parish Council • Declaration to abide by the Code of Conduct, Standing Orders and Financial Regulations. • Elect a Parish Council Chair • Elect a Parish Council Vice Chair • Co Opt a Parish Councillor • Set date for Annual Parish Community meeting
	<p>Date of next meeting:- Tuesday 11th May 2021 at 18:00, Teffont Village Hall.</p>

