

## **MINUTES OF MEETING HELD ON 27<sup>th</sup> October 2020**

(Due to Covid 19 restrictions this was a remote meeting via Zoom)

### **Present**

Councillor K. Bailey	Councillor S. Jones
Councillor P. Brown	Councillor S. Kimberley
Councillor K. Cook	Councillor E. Knight
Councillor L. Gettings	Councillor C. Nixon
Councillor G. Haigh	

Councillors Rawson and Taylor were unable to join the meeting due to technical problems.

Jill Bellhouse and David Barker attended the meeting with regard to Item 17.0 Co-option of 2 New Councillors.

### **10.0 Apologies for Absence**

10.1 There were no apologies for absence.

### **11.0 Declaration of Interest**

11.1 There were no declarations of interest.

### **12.0 Chair's Remarks**

12.1 Councillor Jones welcomed everyone to the first Zoom Meeting, and hoped that all were well and coping during the pandemic. Councillor Jones also welcomed Jill Bellhouse and David Barker, advising that they would be able to take part fully in the Meeting following Item 17.0

### **14.0 Minutes of Meeting held on 3<sup>rd</sup> March 2020**

14.1 The Minutes were agreed as a true and accurate record.

14.2 There were no Matters Arising.

### **15.0 Minutes of Meeting held on 25<sup>th</sup> June 2020**

15.1 The Minutes were agreed as a true and accurate record.

15.2 There were no Matters Arising.

### **16.0 Minutes of Extraordinary Meeting held on 8<sup>th</sup> September 2020**

16.1 The Minutes were agreed as a true and accurate record.

16.2 There were no Matters Arising.

## **17.0 Correspondence**

17.1 Details of Correspondence had been sent out by the Clerk on a monthly basis to keep Councillors updated throughout the Covid 19 pandemic.

17.2 Councillor Jones asked if there were any queries regarding the October Correspondence. There were non.

## **18.0 Co-option of 2 New Councillors**

18.1 It was stated that all Councillors had received copies of the applications from Jill Bellhouse and David Barker.

18.2 Councillor Jones proposed that the two applications be accepted, and Jill and David should be co-opted onto the Parish Council. Councillor Bailey seconded the proposal, and all were in agreement.

18.3 Councillor Jones also thanked David Barker for his help during the application for a 5G mast in the village. He stated that it was appreciated by all, and he was sure that they would require his help in the future.

## **19.0 Organisation of Events during Covid 19/Additional Christmas Lights**

19.1 Councillor Gettings gave an update regarding Remembrance Sunday, stating that the Lord Lieutenant, or his Deputy, would lay a wreath at the Cenotaph, along with Councillor Jones on behalf of the Parish Council, and Councillor Bob Gettings, on behalf of the Ward Councillors. Councillor Gettings was adamant that the Parish Council should not be seen to be organising an event, or encouraging crowds to gather.

19.2 Councillor Brown reported that the new lights had arrived, and Councillor Hutchison was to undertake the cabling work. Russell Doherty would be pruning the trees on Town Street on Saturday 31<sup>st</sup> October, and he and Andy Cousens would be putting the lights up in the trees. The lights would potentially be switched around the usual date, Friday 13<sup>th</sup> November.

## **20.0 Website Accessibility/WCAG 2.1AA**

20.1 Councillor Jones gave a brief resume on the requirement for all Councils to have a website that meets the new WCAG 2.1AA accessibility standards. He stated that as ours was quite an old website, it wasn't compatible with the new regulations, and may need a rebuild. Councillor Jones advised that costs varied between £500 and £4000.

20.2 The Clerk advised that she had been making extensive enquiries with the SLCC, other clerks and councils, including Morley and Drighlington. A number of quotes had been obtained, and two more from local website companies had been requested.

20.3 Councillor Jones proposed that, once received, the quotes from the local companies be considered, and a decision made. This was agreed upon.

## **21.0 Branch End**

21.1 Councillor Jones stated that he had spoken with Brian Holt of Green Oval regarding the overall size of the advertising sign, and a compromise had been reached reducing the size of the sign. All Councillors agreed to proceed in this matter.

## 21.0 Planter Sub-Group

21.1 Councillor Brown stated that the Autumn planting of the troughs and tubs was underway.

21.2 The Clerk confirmed that LCC were no longer maintaining and planting the large flowerbed on the Green. Due to Covid restrictions and staff shortages, they were only planting roundabouts and memorials. Councillor Brown was concerned that the maintenance of this large flowerbed was too much for the Parish Council to take on board. It was decided to put a post on our Facebook page requesting help from resident volunteers.

## 22.0 5G Mast Update

22.1 The Clerk advised that she had contacted Victoria Hinchcliff Walker at Planning Services, but had not, to date, received a reply. She stated that a group of people had been observed at the land off Mill Lane, but it was uncertain if this was related to the 5G mast. As this area was adopted by the Parish Council some years ago, the Clerk will make enquiries as to the position if WHP were to select it as a potential site for the mast. The Parish Council would put forward possible locations, but at the moment it was a matter of waiting until another planning application was submitted.

## 23.0 Planning

23.1 Councillor Cook had sent out a list of planning applications and decisions for October prior to the Meeting.

## 24.0 Finance

(The Clerk had sent out the following Finance Report prior to the Meeting.)

24.1 The balance on the Parish Council's **Current Account** currently stands at: £15,128.89

24.2 Cheques sent out this month are as follow:

B.Haigh/Garden Services	80.00
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24.3 Payments made via Bankline:

HMRC/September PAYE	95.00
Brosnans/Payroll	72.00
P. May/September Salary	380.17
PKF Littlejohn/External Audit	240.00
Festive Lights/Christmas Lights	3397.65
Billingley Christmas Trees Limited	390.00
P.May/Transfer to Petty Cash	100.00
Bankline Fee	0.80
P.May/October Salary	<u>380.37</u>
	5055.99

**TOTAL 5135.99**

24.4 The balance on the Parish Council's **Reserve Account** currently stands at : £24,427.74

24.5 The Clerk confirmed that the AGAR 2019/20 had been approved by the External Auditor, PKF Littlejohn. The certified AGAR (Sections 1,2 & 3), and Notice of Conclusion of Audit had been published on the website, and in the notice board according to statutory requirement.

## **25.0 Date of Next Meeting**

25.1 As meetings could only be held remotely, via Zoom, Councillor Kimberley suggested having meetings every 2 months, instead of monthly. This was agreed upon, with the proviso that an Extraordinary Meeting could be called if necessary.

25.2 The next Council Meeting to be held on Tuesday 5<sup>th</sup> January 2021, at 7.00pm

