

# Hammerwich Parish Council Minutes

## 18 March 2020

**In attendance:** Councillors Wasdell, Greenway, Taylor, Place, Ennis, Grundy and King.

**Also in attendance:**

1 Member of the Public

Ellen Bird – Parish Clerk

**1. Apologies for Absence**

Councillor Thurlow, Ho and Smith submitted apologies – these were accepted. Councillor D Smith, Staffordshire County Council (SCC) and Councillor Silvester-Hall (LDC) also submitted apologies.

**Noted**

**2. Declarations of Interest**

Councillor Grundy declared her husband sometimes worked with LDC officers who the Council used for contracts.

**Noted**

**3. Approval of Parish Council Minutes held on 19 February 2020**

The minutes were approved.

**Councillors resolved to approve the minutes of the meeting held on 19 February 2020.**

**4. Matters Arising**

There were none.

**5. Chairman's Announcements**

The Chairman reported that as a result of the worsening Coronavirus Crisis other non-essential agenda items would be deferred.

The National Association of Local Council's and Staffordshire Parish Council's Association had issued advice regarding the measures that needed to be put in place for Parish council's during this period.

The Clerk had drawn up some emergency plans to delegate powers whilst the Council was unable to meet. These were approved and attached to the minutes.

In addition, it was agreed that if the Chair/Vice Chair became ill, they would be replaced by Councillors in order of length of service.

The Neighbourhood Plan work would continue where it can and the Chair asked Councillors to be vigilant in their monitoring of Planning Applications during the period.

**Resolved to approve the emergency business continuity plan document (subject to the above additions).**

## **6. County/District/Police Reports**

There were no official reports.

Councillor Smith had provided information regarding a scheme to help combat loneliness during the time people were social distancing and self isolating.

**Noted**

## **7. Neighbourhood Plan (NHP)**

Deferred

## **8. Speedwatch**

Deferred

## **9. Parks and Open Spaces**

### Oakfield Park

Councillor Greenway reported that further work was required in the park and that she would work with the Chair and LDC Officers to resolve this.

## **10. Highways and Footpaths**

### Church Lane

It was noted that the Clerk had contacted all those detailed in the previous minutes regarding the ASB near the Church. She had kept the resident informed about this.

**Noted**

## 11. Planning Applications

### Deferred

## 12. Correspondence Report

The clerk reported that the WI had informed her that a local resident was obstructing Western Power from cutting down the trees next to the WI Car park.

The resident had claimed he had the Parish Council's support on this matter. This was not the case.

**Noted that the Parish Council supported any work that needed to be carried out on the trees in the WI Car Park**

## 13. Accounts for Payment

The statements for the Business Current Account and Savings Account as at 2020 were £5and £ respectively.

The Parish Council are asked to approve the following payments at their meeting on 18 March 2020:

	Cost	Invoice No	Cheque Number
Clerk's wages (March)	£508.14	12	(£400) and (£108.14) 101141 and 101142
WCAVA (Payroll Feb)	£8.20		101143
Staffordshire Parish Council Association (Annual Fee)	£515	-	101144
Clerk's Expenses March	£tbc		101145
Clerks Wages (April) (postdated to 15 April)	£508.14	1	(£400) and (£108.14) 101146 and 101147
Clerk's Wages May (postdated to 15 May)	£508.14	2	(£400) and (£108.14) 101148 and 101149

The Parish Council are asked to note the following income:

Source	Amount	Reference
No Items		-

**14. Budget Report**

**Deferred.**

**15. Public Participation**

**Deferred.**

**16. Items for discussion at future meetings**

- No items

Meeting closed at 7.45pm