

DUNCHURCH PARISH COUNCIL

Clerk: L.Foster
Dunchurch Parish Council
Dunchurch Community Library
School Street
Dunchurch CV22 6PA

Tel:

<u>Minute Number 7th Oct. (19 -20)</u>	Action
<p data-bbox="371 523 1150 587" style="text-align: center;"><u>Minutes of the Monthly Meeting of Dunchurch Parish Council held in Dunchurch Library at 7.30pm on 7th October 2019</u></p> <p data-bbox="244 619 456 649"><u>Those present: -</u></p> <p data-bbox="244 652 1243 714">Parish Councillors: Cllrs: M.Thompson, P.Waller, H.Morshead, F.McCreath, and the Locum Clerk W.Robinson</p> <p data-bbox="244 743 461 773">District Councillor:</p> <p data-bbox="244 805 466 835">County Councillor:</p> <p data-bbox="244 867 635 897">Public: 20 members of the public</p> <p data-bbox="244 966 924 996"><u>Item 1. Election of Chair of Dunchurch Parish Council</u></p> <p data-bbox="244 998 1267 1092">It was proposed by Cllr.Thompson and seconded by Cllr.Waller that Cllr. Thompson be elected as Chair of Dunchurch Parish Council for the remainder of the year 2019 – 2020, there being no further nominations Cllr.Thompson was elected unopposed</p> <p data-bbox="244 1122 606 1152"><u>Item 2. Acceptance of Office</u></p> <p data-bbox="244 1154 1200 1216">Cllr.Thompson signed the Acceptance of Office declaration in the presence of the Locum Clerk.</p> <p data-bbox="244 1246 991 1276"><u>Item 3. Election of Vice Chair for Dunchurch Parish Council</u></p> <p data-bbox="244 1278 1243 1340">As there is no defined role of Vice Chair it was unanimously determined that this item be deferred until a later meeting</p> <p data-bbox="244 1370 632 1400"><u>Item 4. Apologies for Absence</u></p> <p data-bbox="244 1402 513 1496">Parish Cllrs: Cllr.Gunn District Cllr: County Cllr:</p> <p data-bbox="244 1526 963 1556"><u>Item 5. Acceptance of Apologies from Parish Councillors</u></p> <p data-bbox="244 1558 1066 1588">It was unanimously agreed that this apology for absence be accepted.</p> <p data-bbox="244 1618 636 1648"><u>Item 6. Declarations of Interest</u></p> <p data-bbox="244 1650 695 1680">There were no declarations of Interest</p> <p data-bbox="244 1710 496 1740"><u>Item 7. Open Forum</u></p> <p data-bbox="244 1742 1251 1813">The Chair declared that the Open Forum session was now available for parishioner to raise matters with the Parish Council</p> <p data-bbox="244 1843 1267 2132">A member of the public asked why the library was shut on Saturday, and was it because there was no insurance or fire risk assessment in place, and if that is the case why is the meeting being held. In response the Chair noted that the insurance a fire risk assessment was in place and valid. Cllr.Waller indicated that he had physically checked the insurance and fire risk assessment documents. The member of the public asked Cllr.Waller to ensure that the relevant documents are physically in place, and Cllr.Waller showed the documents to the member of the public. The Chair indicated that she will email the fire risk assessment document to interested parties.</p>	

There were no further items raised under Open Forum

Item 8. Co-option of additional Councillor process.

Cllr. Thompson proposed and Cllr. Waller seconded that in order to have a robust Council another Cllr. be co-opted at this meeting - **This motion was unanimously agreed.**

Cllr. Thompson asked for volunteers to consider standing for co-option, and in response three persons volunteered.

Cllr. Thompson then asked each volunteer to give a small presentation to the Parish Council to consider suitability

Each candidate J. Russell, T Price, and K. Knott gave a brief precis of their time in Dunchurch, and the assets that they would bring to Parish Council affairs.

Given that there were three co-option places available on the Parish Council it was proposed by Cllr. Thompson and seconded by Cllr. Waller that all three candidates be co-opted onto the Parish Council - **This motion was unanimously agreed**

Item 8a. Acceptance of Office

J. Russell, T. Price and K. Knott signed the Acceptance of Office declaration in the presence of the Locum Clerk.

Item 9. Approve minutes of Extraordinary meeting on 27th August 2019.

After discussion it was apparent that there was no consensus on the accuracy of the minutes of that meeting, and the matter was deferred until such time as they can be properly debated.

Item 10. Approve bank mandate changes.

It was proposed by Cllr. Thompson, and seconded by Cllr. Waller that Cllr. Russell, and Cllr. Price be added to the bank mandate for the signing of cheques - **This motion was unanimously agreed**

Item 11. Approve temporary Responsible Financial Officer (RFO).

It was proposed by Cllr. Thompson and seconded by Cllr. Waller that Mr. W. Robinson be asked to carry out the function of the RFO for a short period - **This motion was unanimously agreed**

Item 12. Approve DM Payroll Services for August and September payroll.

It was proposed by Cllr. Thompson and seconded by Cllr. Morshead that DM Payroll services be retained for that period - **This motion was unanimously agreed**

Item 13. Approve WALC training for Cllr. Waller.

It was unanimously agreed that all training requirements be approved

Item 14. Approve use of professional data recovery service.

It was proposed by Cllr. Thompson and seconded by Cllr. Waller that quotes from data recovery services be sought - **This motion was unanimously agreed.**

Item 15. Approve use of professional data recovery service.

The Chair, Cllr. Thompson gave a short presentation to the Council and those present about how the Council is functioning, and how she sees it going forward over the year.

Item 16. Approve Sec.137 donation to Rugby Aviation Group

It was proposed by Cllr. Thompson and seconded by Cllr. Russell that this payment be made - **This motion was unanimously agreed**

Item 17. Approve Payments listed on the agenda

It was proposed by Cllr. Thompson and seconded by Cllr. Russell that all listed payments be made, this motion was opposed by Cllr. Morshead who asked that his objection be noted, and the vote was as follows;

Those in favour: 5

Those against: 2

The motion was therefore carried

Item 18 Exclusion of Public and Press

Before the exclusion motion was heard Cllr.Knott asked how the parishioners are to be involved in the affairs of the council and the Chair replied that she wants to have regular parish assemblies four times per year, after a brief consultation with those present it was agreed that the first assembly will take place on the second Monday of November ideally in the social club.

It was proposed by Cllr.Thompson and seconded by Cllr.Morshead that under the legislation laid down in the Public Bodies (Admissions to Meetings) Act 1960, Resolved that by virtue of the provisions of Section 1 (2) of the Public Bodies (Admissions to meetings) Act 1960 that during discussions of the following business (Agenda Items 18, 19, 20.1, 20.2) that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted - **This motion was agreed unanimously**
The public left the building.

CCTV

After discussion it was determined that the Clerk will write to the company involved demanding that the requisite action be taken to repair or reinstate the cameras currently now functioning, and asking for some recompense for the period that it has been unserviceable.

Croner

The Chair gave a precis of what has happened and proposed that the service agreement be approved with a view that in January 2020 the agreement is reviewed by the Parish Council. The motion was put to the vote and resolved as follows:-
Those in favour: 6
Those against: 1
The motion was therefore carried

Croner report LS517

After discussion it was proposed by Cllr. Thompson and seconded by Cllr.Waller, that the report be approved. The motion was put to the vote and resolved as follows:-
Those in favour: 4
Those against: 2
Abstention: 1
The motion was therefore carried

Actions from Croner report LS517

After discussion it was proposed by Cllr.Morshead and seconded by Cllr.McCreath that the actions resulting from the report be held in abeyance – **This motion was unanimously agreed.**

Ongoing Issues

The Chair will arrange for the Clerk to put the bus shelter as an agenda item for the next meeting.
The Parish Council will ensure that the FRO is paid up to date including holiday pay entitlements.

There being no further business the Chair Cllr. Thompson closed the meeting at 10.35pm.

The next meeting of Dunchurch Parish Council will be the Monthly Meeting of the Council and take place on Monday 4th November 2019 in Dunchurch Library commencing at 7.30 pm,

Signed..... Date.. 04/11/19
M.Thompson
Chair
Dunchurch Parish Council