

DORDON PARISH COUNCIL

Minutes of a Zoom Meeting of Dordon Parish Council
held on Wednesday, 17th June 2020 at 6.30pm

Present: P Morson, D Ridley, S Ridley, D Watts, B Garratt, C Morson and
N Chapman

Also Present: R Young, Clerk to the Council

Ref.	Details	Action
105)	<u>Apologies</u> Apologies for absence were received from B Melia, J Chambers, J Winter and A Wright.	
106)	<u>Declaration of Interest and Prejudicial Interest</u> No Declarations were made.	
107)	<u>Borough and County Councillors Report</u> a) <u>County Councillor's Report</u> ➤ No matters reported. b) <u>Borough Councillor's Report</u> ➤ No matters reported.	
108)	<u>Police Matters</u> ➤ No matters reported.	
109)	<u>Hall Report and Updates</u> ➤ D Watts circulated to Councillors NALC and BHIB New Risk Assessment Guide. ➤ The Clerk reported that WALC had circulated details of a Company who work for Warwickshire County Council who are providing a Legionella Testing Service.	
110)	<u>Minutes of the Previous Parish Council Meeting held on the 18th March 2020</u> It was proposed, seconded and agreed to approve the Minutes of the Meeting held on the 18 th March. Resolved: To approve the Minutes of the Meeting held on the 18th March 2020.	

111)	<p><u>Matters Arising from the Minutes</u></p> <p>a) <u>HSBC Signatories</u></p> <ul style="list-style-type: none"> ➤ The Clerk to check with HSBC regarding the current situation. <p>b) <u>Parish Hall Keys and Access Code</u></p> <ul style="list-style-type: none"> ➤ The Clerk reported the keys and codes were available. <p>c) <u>Dordon Hall Lane</u></p> <ul style="list-style-type: none"> ➤ The Clerk reported that Michael Newham (WCC Highways) had confirmed that the current estimate is that works to Dordon Hall Lane will commence in August 2020. No guarantee could be given due to the Covid-19 situation. <p>d) <u>Hodgetts Estates</u></p> <ul style="list-style-type: none"> ➤ Lindon Morgan (NWBC) reported this matter was due to be reviewed by his manager with regard to the planning contravention. Confirmed he would forward additional information when available. ➤ A Wright had stated he intended to take up this matter with Steve Maxey and J Brown at NWBC. <p>e) <u>Grit Bin – Coppice Drive</u></p> <ul style="list-style-type: none"> ➤ M Newham (WCC Highways) replied he would not look to install a grit bin anywhere on Coppice Drive. <p>f) <u>Oak Tree on Dordon Common</u></p> <ul style="list-style-type: none"> ➤ Andy Watkins (NWBC) confirmed that a TPO is indeed being considered for this tree. Majority of work to place a TPO (Assessment, Land Ownership) had been completed before the lockdown, the balance of the procedure to be completed in the not too distant future. 	
112)	<p><u>Correspondence</u></p> <ul style="list-style-type: none"> ➤ Susan Wilson (NWBC) – Local Plan Modifications. ➤ NWBC Planning and Development Board Meeting – 8th June 2020. ➤ WCC – Temporary Closure of Tamworth Road, Polesworth – 29th June 2020 – 3rd July 2020. ➤ J Brown (NWBC) – Flexible Construction Hours. ➤ NWBC – Chapel Court, Dunns Lane – 1 to 8 Chapel Lane. ➤ N.W. North Safer Neighbourhood Team Newsletter. 	

	<ul style="list-style-type: none"> ➤ Andrew Chittenden – Dordon Food Bank Risk Assessment. Morson commented the Parish Hall Freezer to be updated. P ➤ Katie Jane Brown (WCC) 2020 Surface Dressing Programme – Warwickshire North – Postponement of works. 																																																																																											
113)	<p><u>Planning</u></p> <ul style="list-style-type: none"> ➤ No details received. 																																																																																											
114)	<p><u>Financial Matters</u></p> <p>a) <u>Cheque Payments</u></p> <table border="1"> <thead> <tr> <th>Date</th> <th>Cheque No</th> <th>Payee</th> <th>Details</th> <th>Payment Authorised</th> <th>Amount £</th> </tr> </thead> <tbody> <tr> <td>20/04/20</td> <td>104639</td> <td>Broomfield Surveyors</td> <td>Freasley Survey</td> <td>Parish Council</td> <td>600.00</td> </tr> <tr> <td>---</td> <td>104640</td> <td>Cancelled</td> <td></td> <td></td> <td>0.00</td> </tr> <tr> <td>28/04/20</td> <td>104641</td> <td>St Leonards Church</td> <td>Donation</td> <td>Parish Council</td> <td>500.00</td> </tr> <tr> <td>28/04/20</td> <td>104642</td> <td>NWBC</td> <td>Trade Refuse</td> <td>Parish Council</td> <td>775.98</td> </tr> <tr> <td>28/04/20</td> <td>104643</td> <td>HMRC</td> <td>PAYE</td> <td>Parish Council</td> <td>84.75</td> </tr> <tr> <td>22/05/20</td> <td>104644</td> <td>M G Healey</td> <td>Ground Maintenance</td> <td>Parish Council</td> <td>105.00</td> </tr> <tr> <td>22/05/20</td> <td>104645</td> <td>HMRC</td> <td>PAYE</td> <td>Parish Council</td> <td>84.75</td> </tr> <tr> <td>05/06/20</td> <td>104646</td> <td>Planning With People</td> <td>N.P.</td> <td>Parish Council</td> <td>2,500.00</td> </tr> <tr> <td>17/06/20</td> <td>S/O</td> <td>R Young</td> <td>Standing Order</td> <td>Parish Council</td> <td>338.91</td> </tr> <tr> <td>17/06/20</td> <td>S/O</td> <td>D Sullivan</td> <td>Standing Order</td> <td>Parish Council</td> <td>520.00</td> </tr> <tr> <td>17/06/20</td> <td>S/O</td> <td>A Robinson</td> <td>Standing Order</td> <td>Parish Council</td> <td>106.73</td> </tr> <tr> <td>24/06/20</td> <td>104647</td> <td>M G Healey</td> <td>Ground Maintenance</td> <td>Parish Council</td> <td>105.00</td> </tr> <tr> <td>24/06/20</td> <td>104648</td> <td>HMRC</td> <td>PAYE</td> <td>Parish Council</td> <td>84.75</td> </tr> <tr> <td colspan="5">TOTAL</td> <td>£5,805.87</td> </tr> </tbody> </table> <p>Resolved: To approve the above cheques.</p> <p>b) <u>Receipts</u></p> <ul style="list-style-type: none"> ➤ None received. <p>c) <u>Parish Hall Heating Boiler</u></p> <p>The quotes obtained as follows:-</p> <ul style="list-style-type: none"> ➤ P Archer: £2,700.00 ➤ Seaton: £4,579.00 ➤ Target: £3,701.15 	Date	Cheque No	Payee	Details	Payment Authorised	Amount £	20/04/20	104639	Broomfield Surveyors	Freasley Survey	Parish Council	600.00	---	104640	Cancelled			0.00	28/04/20	104641	St Leonards Church	Donation	Parish Council	500.00	28/04/20	104642	NWBC	Trade Refuse	Parish Council	775.98	28/04/20	104643	HMRC	PAYE	Parish Council	84.75	22/05/20	104644	M G Healey	Ground Maintenance	Parish Council	105.00	22/05/20	104645	HMRC	PAYE	Parish Council	84.75	05/06/20	104646	Planning With People	N.P.	Parish Council	2,500.00	17/06/20	S/O	R Young	Standing Order	Parish Council	338.91	17/06/20	S/O	D Sullivan	Standing Order	Parish Council	520.00	17/06/20	S/O	A Robinson	Standing Order	Parish Council	106.73	24/06/20	104647	M G Healey	Ground Maintenance	Parish Council	105.00	24/06/20	104648	HMRC	PAYE	Parish Council	84.75	TOTAL					£5,805.87	
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	<p>It was proposed (B Garratt), seconded (C Morson) and agreed to accept the quotation from P Archer.</p> <p>Resolved: To request P Archer to install a new Heating Boiler in the Parish Hall.</p> <p>d) <u>CISWO</u></p> <p>➤ The Clerk to obtain details of the agreement with CISWO including period of agreement and area of land.</p> <p>e) <u>Receipts and Payments – 1st April 2019 – 31st March 2020</u></p> <p>➤ The Clerk gave details of the Receipts and Payments for the year ended 31st March 2020. It was agreed the Accounts and Annual Return for the year 2019/2020 should be sent for Audit.</p> <p>Resolved: To present the Accounts and Annual Return for 2019/2020 for Audit.</p>	<p>Clerk</p> <p>Clerk</p>
115)	<p><u>Any Other Business</u></p> <p>➤ No matters discussed.</p>	
116)	<p><u>Date of Next Zoom Meeting</u></p> <p>➤ Wednesday, 15th July 2020.</p>	

The meeting closed at 8.05pm

P Morson
Chairman