



HALLOW PARISH COUNCIL

hallowparishcouncil@gmail.com

☎ 07973 395 961

Minutes of the Annual Meeting of Hallow Parish Council held on Monday July 13th 2020 on the virtual platform known as 'Zoom'.

PRESENT: H. Kemshall (Chair) M. Silvester (Vice Chairman) L. Marson; J. Rose;

In Attendance: Anne Stark (Clerk & RFO)

1. Apologies: There were none.

The Chair reminded all present that at the last Meeting it had been agreed that:

Hallow Parish Council amends the Standing Orders 2017 to enable virtual meetings as required from the date of this meeting until further notice in accordance with Regulation (6) of *The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020*

This arrangement will continue for as long as Government Regulations require.

2. Declarations of Interest

Cllr Kemshall declared an interest as in a later item (9 (i) Parish Matters) relating to the Thorngrove Consultation. It was proposed by Cllr Rose and Seconded by Cllr Marson that Cllr Kemshall be allowed to remain in the virtual 'room' of the meeting for this item and speak. Three Councillors voted for this proposal. Cllr Kemshall abstained.

3. Public Question Time

There were no members of the public present

4. Minutes of the last Meeting

It was agreed that in future, Minutes would be added to the Background Folder pertinent to each Meeting. It was also agreed that Minutes for June 1st 9th Annual Meeting) June 8th and today's Meeting (July 13th) would be taken at the September Meeting. Physical signatures will be added at such time as it is possible to meet in person after the Covid-19 crisis has ended.

5. Neighbourhood Development Plan

- a) Councillors were urged to promote responses to the Regulation 14 Consultation. Kirkwells would receive the bundle of response forms on August 9th (the day after the consultation ends) The resume of the responses would then be published. Cllr Keshall asked Councillors to be prepared for the fact that changes may need to be made to the N.D.P.
- b) Cllr Kemshall explained the reasoning behind retaining Stansgate Planning for the purposes of obtaining planning advice when required with a suggested budget of £5,000.00. Details of how and when such advice may be needed. A short discussion followed during which it was proposed by Cllr Kemshall and Seconded by Cllr Silvester that the Stansgate terms and Conditions be signed. Cllr Kemshall would begin work on a Policy for the use of the service and the Clerk was asked to investigate where the £5,000 can be drawn from when/if require.

6. Planning Applications

1. Fairfields – Moseley Road – Councillors agreed to support this without comment
2. Moseley Saw Mills – It was proposed by Cllr Kemshall and Seconded by Cllr Rose that Hallow Parish Council should record its objection to this application on the grounds that it has not materially changed since the Refusal to grant was made by MHDC on August 2019. It was agreed by majority. Cllr Marson abstained.



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7. Governance and Financial Matters

- a) The figures relating to the previous 3 months had been circulated on a spreadsheet prior to the meeting. It was agreed that this format was acceptable and readable.
- b) Since it was not possible for Councillors to see the Bank Statements it was agreed that the subject of this Bank Reconciliation would be taken at the September meeting.
- c) C) It was proposed by Cllr Kemshall and Seconded by Cllr Silvester that Hallow Parish Council adopt the ACAS version of Return to Work protocols going forward. This was agreed unanimously.

8. Parish Matters

- a) It was proposed by Cllr Kemshall and Seconded by Cllr Marson that the play area remains closed at least for the time being. Government guidelines are such that Hallow Parish Council is not able to provide the level of attention the area would need should it re-open. This was agreed unanimously.
- b) A free inspection of the Play Area has been organised using the company – Playforce has been carried out. Their report highlighted the need to repair the of surface and the dent in the metal tunnel. It was agreed that a company known to HPC be approached to carry out this repair. Clerk to contact Active Gardens Ltd. Notices to the effect that the area would remain closed to be produced and circulated. The Clerk is already in search of a company to carry out Annual Inspections and is waiting for Holt PC to communicate their preferred supplier.
- c) The Clerk explained what had transpired during the time that Comer Park Security had been in attendance on Saturday and Sunday evenings (10 p.m. to 1 a.m.) over the last four weeks. The operatives reported several incidents but have said that they feel that the message is getting through to those who had been using Holly Bank for illicit purposes during the summer. The company has suggested random visits by their night patrol car on a random basis going forward. It was Proposed by Cllr Kemshall an Seconded by Cllr Silvester that HPC employs Comer Park Secure at a cost of £10.00 per visit. Clerk to expedite.
- d) It was agreed that HPC would respond to the Community Risk Management Plan recently circulated by the Fire Service.
- e) New sign next to the paly area. This is 20 years out of date. It directs readers to Ronkswood Hospital which closed in 2001. The Clerk was directed at the last meeting to source a new sign. The Company is not yet operating due to Covid-19 lay-offs.
- f) Scout Lease – the Clerk is aware that the Heads of Terms document is almost complete and undertook to have this ready for signing by Friday 17th July
- g) Parish Hall Lease – Cllr Kemshall described some of the issues which would be involved for HPC if the Lease was to be transferred. It would be necessary to have a planned approach should this come to fruition. It was agreed that during the next month there would be a Briefing Meeting on Zoom so that all views could be aired and ideas could be exchanged. It was Proposed by Cllr Kemshall and Seconded by Cllr Rose that the Clerk be tasked to write to Hallow Churchwarden Brian Boswell to formally express HPC's interest in looking into taking on the Parish Hall Lease in December.
- h) Worcestershire Wildlife survey – update is in progress and the report will be brought to the next Meeting.
- i) The response made by HPC to the Environment Agency was briefly discussed and it was agreed that the contents of the letter may now be made public since the Consultation period has now expired.



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9. Correspondence

1. Financial assistance for the Parish Hall Committee for the emptying of the recycling bin on the Parish Hall Car Park has been requested. It was Proposed by Cllr Kemshall and Seconded by Cllr Silvester that HPC agrees to pay 50% of the cost of emptying this bin for the next 5 months. This was agreed unanimously. Clerk to ascertain the amount and make the payment.
2. Thank you Letter has been received from Hallow School in relation to the donation made to the school re Covid-19 precautions which was paid in June.

10. Delegation to Clerk

It was Proposed by Cllr Kemshall and Seconded by Cllr Silvester that the Clerk is authorised to act on behalf of the HPC in cases of urgency or emergency between July 14th and the next scheduled Meeting (September 8th) This was agreed unanimously.

Any such action will be reported to the next meeting of the Council. The Chair of the Council shall be informed as soon as practicable of any action taken by the Clerk during this period.

11. Schedule for the remainder of 2020/2021 fiscal year

September 8th ; October 13th ; November 10th ; December 8th January 12th ; February 9th ; March 4th 2021.

Venue – HALLOW C of E PRIMARY SCHOOL – unless otherwise dictated by the Covid-19 Crisis preventing the meetings in person in which case they will be held on a virtual platform.

This Meeting closed at 20.59hrs.

Chairman _____