MINUTES OF A VIRTUAL MEETING OF

**COLBY & BANNINGHAM PARISH COUNCIL**

**HELD ON WEDNESDAY 19 AUGUST 2020 at 7p.m.**

The meeting held via Zoom under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

**PRESENT:** Mr J van Poortvliet, Chairman

Mr R Anderson-Dungar, Vice-Chairman

Mrs P Ashby

Mr S Clarke

Mr S Elliott

Mrs M Anderson-Dungar, Clerk

The Chairman welcomed Councillors and D Cllr Toye.

**01 APOLOGIES FOR ABSENCE**

All Parish Councillors were present.

**02 DECLARATIONS OF INTEREST AND DISPENSATIONS**

No declarations of interest were made, and no dispensations had been requested.

**03 PUBLIC PARTICIPATION**

The meeting adjourned to receive an updated from D Cllr Toye on District Council issues He confirmed that it was “business as usual” with some staff stilling working from home.

**04 RE-CONVENE THE MEETING**

The meeting re-convened.

**05 MINUTES**

Minutes of the Virtual Parish Council Meeting held on 15 July 2020 were approved for signature at the next meeting held in person.

**06 INFORMATION ON MATTERS ARISING**

There was nothing to report under this item.

**07**  **FINANCE**

1. SCHEDULE OF BILLS FOR PAYMENT

The document previously circulated was unanimously **ADOPTED** A copy would be included with the signed copy of these Minutes.

2. BANK RECONCILIATIONS FOR JULY 2020

The document previously circulated was unanimously **ADOPTED.**

3 RECEIPTS & PAYMENTS 1 APRIL 2020 TO 31 JULY 2020

This had been circulated for information only.

**08 PLANNING APPLICATIONS**

1. APPLICATIONS DETERMINED

There was nothing to report under this item

2. APPLICATIONS FOR CONSIDERATION

There were no applications for consideration.

3. OTHER PLANNING ISSUES

PF/20/0660 Heppinn Barn, North Walsham Road, Banningham

The Clerk advised that the application would go before the Development Committee on 20 August (meeting to be held via Zoom). She would speak on behalf of the Parish Council. A variety of opinion was expressed in relation to the planning process, and the way in which this somewhat unique application had been dealt with by the District Council.

**09 ITEMS FOR DISCUSSION**

A report updating on progress had been circulated and was discussed.

1. PLAYING FIELD UPDATES-

* Car park – Mr Clarke explained the proposals and materials, labour had been offered free of charge by a local resident. Prices would be obtained for further consideration. Thanks were recorded to the working group, and to Dr Studholme, who would look at the tree losses and make recommendations.
* Wildflower planting – Mr Elliott reported on discussions with Greenfingers Garden Club. It was **AGREED**  to produce an update newsletter on all projects, which Mr Elliott agreed to draft, and to deliver the printed copies.
* Water Management/Tree replacements – this had been covered earlier in the discussions.

2. VILLAGE GREEN

* the report was discussed. Mr Anderson-Dungar had updated the plan, and Mr Clarke confirmed that the proposed extra oak tree was to allow for possible loss. Payment to the wholesaler in the sum of £365 (plus VAT) was **AGREED**

. 3. GROUNDS MAINTENANCE TENDER

It was **AGREED** to seek prices for consideration at the October meeting. No allowance had been made for hedge cutting, and in response to correspondence from a resident, the Chairman offered to arrange any necessary work in the autumn to the playing field hedge on the corner of Bridge Road.

4. PARISH PARTNERSHIPS SCHEME

No ideas to date.

5. FUTURE MEETINGS/VILLAGE HALL

The latest information and Government guidance was given to the meeting. It was **AGREED**, subject to guidance at the time, to hold the September parish council meeting in the hall, and to look at a late September date to hold the open meeting on the future of the Village Hall.

**10 ITEMS FOR INFORMATION/FUTURE AGENDA**

Information:

* The Clerk advised that she was working through the website accessibility requirements to meet the 23 September deadline. The recent Norfolk Branch AGM & Training Day of the Society of Local Council Clerks (held via Zoom) had included a very useful session on this topic.

Next Agenda:

* Public events within the parish.

**11 DATE OF NEXT MEETING**

To confirm that the next Parish Council Meeting would be held on **Wednesday 16 September 2020** at **7p.m.** either virtually or in person depending upon Government guidance at the time

## 12 CLOSURE OF THE MEETING

There being no further business, the Chairman closed the meeting at 7.40p.m.