

**Minutes of a Virtual Meeting of Wroughton Parish Council
held on 21 October 2020**

Present:

Cllr J Rawlins (Chair)	Cllr B Taylor
Cllr J Steinbach	Cllr S Treweek
Cllr D Yamanaka	Cllr H Ward
Cllr G Bigg	Cllr S Lovell
Fiona Burke (Clerk)	Cllr L Vaughn

In attendance: A resident observing.

1. To receive apologies for non-attendance and to approve the reasons where appropriate.
Apologies were received from District Cllr Hogg.
2. To receive declarations of Disclosable Pecuniary Interests (DPI) related to agenda items and to receive any amendments to the Register of Interests.
Cllr Bigg and Cllr Rawlins both declared an interest in agenda item 12c in relation to their involvement with CPRE.
3. To confirm and sign as a true record the minutes of the virtual meeting held via zoom on 16 September, 2020.
The minutes were received and signed as a true record.
4. To adjourn the meeting for Public Participation.
No member of the public wished to speak.
5. Phil Neve to address the Council in relation to his request to be co-opted to the Council.
Phil Neve had circulated an email prior to the meeting detailing why he wished to be co-opted back on to the Council. He left the meeting.
6. To consider the co-option of Phil Neve to the Council.
Cllrs discussed the possible co-option of Phil Neve back on to the Council, representing the SW Ward. A vote was taken, with a vote for the co-option gaining the majority. Phil Neve was re-admitted back in to the meeting and asked to sign the declaration of acceptance of Office.
7. To note items of correspondence received and requiring possible action:
 - a) Email from Rosalind Hime, Democratic and Electoral Services Support Officer, NSC inviting the Parish Council to nominate one of the Councillors to sit on the Standards Sub-Committee.
Resolved: Cllr Ward to be nominated as a representative from the Council on the Standards Sub-Committee, as and when called upon.
8. To receive the Clerk's report. The report is available on request.
The report was received. Cllr Taylor wished to thank the Clerk and Assistant Clerk for their hard work in difficult circumstances.

9.
 - a. District Councillor Report, Cllr Hogg. No report had yet been circulated.
 - b. NE Ward/Redhill, Cllr Lovell. It was agreed that Cllr Lovell would no longer be providing a report for NE Ward/Redhill as he now resides in Wroughton. He will however still need to remain a Councillor representing the NE Ward. There are currently three vacant seats in the NE Ward and one vacant seat remaining in the SW Ward. Cllr Rawlins asked for all Councillors to try and actively look for a representative from the NE Ward who might wish to be co-opted on to the Council. It was agreed to write something about this in the next village journal.
 - c. MVMP Patient Participation Group (PPG), Cllr Bigg. Cllr Bigg had circulated a report prior to the meeting, detailing the problems patients have accessing appointments. She reported that there had been no PPG meeting since the last Council meeting.
 - d. Wroughton Recreational Facilities Working Group, Cllr Rawlins. Cllr Rawlins reported that a three month licence had now been drawn up and signed by both WSSC and the Council, to come to an end on 1 January, 2021. A virtual meeting has been arranged for 27th October with Guy Winterbourne, Stephen Porter, Cllr Steinbach and Cllr Rawlins to discuss the terms of the lease to begin on 1 January.
 - e. Bristol Airport update, Cllr Steinbach. Cllr Steinbach reported that current activity levels at the airport is at 10-15% compared to last year and no night flights have been scheduled for the rest of the winter.
He explained that there were currently too many large issues changing on a frequent basis to report within this meeting but that he would like to recommend convening the Aviation working group for further discussions.
 - f. Neighbourhood Plan Steering Group update, Cllr Bigg. Cllr Bigg reported that a shorter survey than previously has now been drawn up.
 - g. Twinning Association/French Connection, Cllr Jervis. Cllr Rawlins reported that she had attended the 10th anniversary virtual celebration.

10. To receive the Finance Statement. To authorise payments recommended for approval.

Memorial Hall – grant, 3 rd quarter 2020/21	£3,000.00
Wicksteed Leisure Ltd - replacement safety surface underneath the see-saw in Church Walk play area	£2,949.84
North Somerset Council - monthly inspection of play areas, October	£28.80
Aquablast Drain Services Ltd – 2 x plumbing repairs at Broad Street public toilets	£228.00
Society of Local Council Clerks – clerk’s annual subscription (This was previously agreed at the PC meeting on 16 September at a cost of £161.00. However, a recent statutory payrise was not taken into account which takes the subscription to £180.00)	£180.00
Centregreat Ltd – installation of street lights, 2 lanterns & brackets at Chapel Hill	£830.69
Association of Local Council Clerks – clerk’s annual subscription	£40.00
K & E Property Maintenance – dog bin emptying, September	£336.00
Water2Business – water bill for Broad Street toilets, March to September	£162.36
DCK Accounting Solutions Ltd - Annual Accounts 2019/20 year-end close down and preparation of accounts	£864.00
Travis Perkins – clips for installation of replacement dog bin at Lawrence Road	£3.06
Tincknell Country Stores – replacement padlock for the allotments	£24.99
E Kinsey – reimbursement following purchases made:- cable ties for COVID safety signs in the play areas (£5.40) and duplicate office keys for COVID safety measures (£20.00)	£25.40
Parish Orderly – travel around the parish, 17 March to 12 October	£39.82

Regular payments:- cleaning of Broad Street toilets (Debbie Heal), NEST Pension Scheme and salaries for Clerk, Assistant Clerk & Parish Orderly.

Cllr Steinbach proposed approval of the above payments with Cllr Ward seconding the motion, all in favour.

11. To receive the Finance Group notes. The notes were received and noted. Cllr Yamanaka wished to point out that a budget for costs related to the pavilion/WSSC, should lease negotiations fail, would need to be included in the budget meeting.
12. To consider finance recommendations:
 - a) To agree that GB sport and Leisure carry out the annual play inspection and a zip wire maintenance check (dismantling and putting back again) at a total cost of £565.
Resolved: To agree to this cost.
 - b) To agree to Grant £250 to the Bristol and Avon branch of the Campaign for the Protection of rural England (CPRE)
Resolved: To agree to grant £250.
 - c) To agree to purchase a laptop, including software and keyboard at a cost of £630.
Resolved: To agree to this purchase.
 - d) To agree to a donation of £30 be made towards a Remembrance day Wreath.
Resolved: To agree to a £30 donation.

Cllr Treweek proposed approval of the above recommendations with Cllr Ward seconding the motion, all in favour.

13. To acknowledge receipt of the signed 'Temporary Licence of Property at the Pavilion Building at Wrington Recreation Field'. This was acknowledged and noted.
14. To discuss the best way for the Council to consider major highways issues. After some discussion it was agreed that the Clerk would include a Highways section in her monthly Clerk's report and a Highways working group, to meet as and when necessary, will be set up in the Annual Parish Council meeting to take place on 16 December.
15. To receive matters for information and items for possible consideration at the next meeting of the Council.
No matters were received.

There being no other business the meeting was closed at 20.48.

Chair