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TERRINGTON ST CLEMENT PARISH COUNCIL

**Minutes of the Terrington St Clement Full Council Meeting held in the Pavilion, Churchgate Way Terrington St Clement on Wednesday 19 May 2021 commencing at 7.00 p.m.**

**Attendance: With Councillor D Hillier in the Chair there were present:**

**G Moore, A Hodgson, H Lewis, A Horton, J Cross, D Meanes, D Browne, J Dixon and M Hannay, T Hunt, M**

**Howling**

**B Cllr S Squires**

 **0 Members of the Public.**

NO PUBLIC FORUM WAS HELD.

CONTROLLED ENTRY TO BUILDING

FACE COVERINGS WERE ISSUED, COVID-19 DECLARATIONS COMPLETED PRIOR TO ENTRY.

COVID-19 PROCEDURES IN PLACE AND ADHERED TO.

**AGENDA**

1. To receive apologies and reasons given.
2. Declarations of Interest for the agenda items and written requests for Dispensations for DPI’s and

grants of requests as appropriate

1. To resolve to approve the minutes of the meetings held on 28 October 2020
2. To receive the Clerks Report on Matters Outstanding.
3. Chairman’s Report
4. Financial Matters
5. To resolve to approve the Invoices for payment and Bank Reconciliation as per the Financial

 Report as recommended by the Finance Committee

b) To resolve and approve installation of a fence to enclose the Toddlers Play Area.

c) To resolve to approve the installation of self closing gates at the Churchgate Way and Benn’s Lane

 entrance.

d) To resolve to approve the installation of a running track around the perimeter of the Memorial Field.

e) To resolve to approve repairs to the Millennium Wood car park and the installation of a car park

 boundary fence.

f) To resolve to consider and approve a contribution to traffic calming measures in Market Lane on the boundary with Walpole Cross Keys.

g) To ratify the approval of the resolution to approve the Annual Precept for 2021-2022

h) To resolve to approve the purchase of 4 x litter bins and 1 x dog bin

1. To resolve to receive and approve a request from Tigers FC to install a container to dispose of lining materials.
2. Correspondence
3. **To receive general correspondence as per the Distribution List e-mailed to all Cllrs prior to the**

**meeting.**

1. To approve the date of the Annual Assembly 2021
2. To resolve to discuss and approve any actions required to enhance the new land for use as a community asset.
3. Members Comments -To receive any comments from members of the council and requests for matters to be placed on the next agenda. No resolutions may be passed under this item.
4. **To resolve to go into closed session if required in accordance with the Public Bodies (admissions to meetings) Act 1960. Should this resolution be passed the public and press will be required to leave the meeting at this stage.**
5. To resolve to discuss outstanding legal matters and Staff Matters

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1. **TO RECEIVE** **APOLOGIES FOR ABSENCE**

Apologies for absence and reasons given were received from Cllrs D Shepperson.

1. **TO RECEIVE DECLARATIONS INTEREST AND DPIs**

 Cllr Hodgson declared an interest in Item 6 on the agenda

1. **TO RESOLVE TO APPROVE THE MINUTES OF THE MEETING HELD ON 28 OCTOBER 2020**

**Action: The council resolved to approve the notes of the Ordinary Meeting held on 28 October 2020 as a true record of the meeting with the following amendment:**

1. **TO RECEIVE THE CLERKS REPORT**

 The Clerk advised that:

* The Tennis Club Lease had now been agreed and was in the process of being signed and registered.
* The new litter bins had been erected in Marshland Street and this had now hopefully resolved the issues regarding the emptying of the bins.
* The concrete plinths had been installed for the new litter bins, picnic table and planters and the path to the Memorial Garden had been completed.
* A new TROD had been constructed in Chapel Road.
* The Churchyard had closed on 01 April 2021 and the Notice of Closure had been received. The BCKLWN would now deal with the handover of responsibilities and the cost would be applied to the Parish Precept.
* She had confirmed that the Salting’s had not been registered.
1. **CHAIRMAN’S REPORT**

**The Chairman advised that:**

* **He was pleased that everyone was there and the Parish Council and the village had done well to get through the pandemic and lockdowns.**

**6. FINANCE MATTERS.**

**a) To resolve to approve the Invoices for payment and Bank Reconciliation as per the Financial Report**

**recommended by the Finance Committee.**

Cllr Moore advised that he had and Cllr Hodgson had checked the invoices for payment prior to the meeting and all were in order.

 **Action: The council resolved to approve the invoices for payment.**

1. **To resolve and approve installation of a fence to enclose the Toddlers Play Area.**

**Action: The Council resolved to accept the quote from Hodgson’s Forge for the provision of a new fence for the Toddlers Area.**

**c) To resolve to approve the installation of self closing gates at the Churchgate Way and Benn’s Lane**

**entrance.**

**Action: The Council resolved to accept the quote from Hodgson’s Forge for the provision of two self-closing gates for the two pedestrian gates in the Memorial Field.**

1. **To resolve to approve the installation of a running track around the perimeter of the Memorial**

**Field.**

**Action: The Council resolved to include the discussion in Item 10 on the agenda.**

**e) To resolve to approve repairs to the Millennium Wood car park and the installation of a car park**

**boundary fence.**

**Action: The Council resolved to accept the quote from Hodgson’s Forge for the provision of a boundary fence for the car park. Quotes to be obtained for the repairs to the car park surface.**

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1. **To resolve to consider and approve a contribution to traffic calming measures in Market Lane on the boundary with Walpole Cross Keys.**

 **Action: The Council resolved to not contribute to the traffic calming measures due to the small area of**

 **land within the parish incorporated in the scheme.**

1. **To ratify the approval of the resolution to approve the Annual Precept for 2021-2022**

**Action: The Council resolved to ratify the resolution to approve the Annual Precept for 2021-2022**

1. **To resolve to approve the purchase of 4 x litter bins and 1 x dog bin**

**Action: The Council resolved to approve the purchase of 5x litter bins, 1 dog bin and a picnic bench.**

1. **TO RESOLVE TO RECEIVE AND APPROVE A REQUEST FROM TIGERS FC TO INSTALL A CONTAINER TO DISPOSE OF LINING MATERIALS.**

**Action: The Council resolved to approve the provision of the container to be situated adjacent to the office pathway as per the submitted plan.**

1. **CORRESPONDENCE**

**To receive general correspondence as per the Distribution List e-mailed to all Cllrs prior to the**

**meeting.**

**No correspondence for action or discussion.**

1. **TO APPROVE THE DATE OF THE ANNUAL ASSEMBLY 2021**

**Action: The Council resolved to hold the Annual Assembly on Wednesday 30 June 2021.**

1. **TO RESOLVE TO DISCUSS AND APPROVE ANY ACTIONS REQUIRED TO ENHANCE THE NEW LAND FOR USE AS A COMMUNITY ASSET**

**The Council resolved that the Pavilion Security Committee discuss the plan submitted by Cllr D Shepperson and also ascertain where the running track would best be situated.**

1. **MEMBERS COMMENTS**

Cllr H Lewis asked

* if a Community Orchard could be accommodated on the Council allotments.
* If the updating of the Benn’s Lane play area could be placed on the agenda for discussion
* What had happened to the Community Room clock

Cllr J Dixon asked for the provision of a Memorial Bench in Memory of George Girdlestone could be placed on the agenda. He advised that the glass and door to telephone box on Hay Green corner had been removed.

Cllr A Hodgson asked if the Memorial Planters could be placed on the TCF planting list.

Cllr A Horton advised that residents were asking if a litter pick could be arranged for the village.

Cllr D Hillier advised that he would ask TCF if they would be agreeable to organise an even for the Queen Elizabeth II Platinum Jubilee in partnership with the Parish Council.

The Clerk advised that:

* there were no vacant allotments at present.
* She would place the items requested on the next Agenda
* She would liaise with the Bowls Club with regard to locating a Memorial Bench if approved.
* A volunteer was with the Council’s permission refurbishing the telephone box.
* She would contact BCKLWN regarding the use of the litter picking kits.
* The Clock was broken and a new one would be purchased.

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1. **To resolve to go into closed session if required in accordance with the Public Bodies (admissions to**

 **meetings) Act 1960. Should this resolution be passed the public and press will be required to leave the**

 **meeting at this stage.**

**13. TO RESOLVE TO DISCUSS OUTSTANDING LEGAL MATTERS AND STAFF MATTERS**

 **Action: The Council resolved to go into closed session to discuss Item 12 on the agenda.**

 **The meeting closed at 8.59 p.m.**