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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 20 July 2022 commencing at 7.45 p.m.**

**Attendance: With Councillor D Hillier in the Chair there were present: D Shepperson, H Lewis, J Whitmore, D Browne, T Hunt, M Hannay, G Moore.**

**C Cllr J Kirk**

**OPEN FORUM: No matters were raised during the Open Forum. C Cllr Kirk advised that he had sent his report to the Clerk by email for circulation.**

**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 e to approve the minutes of the meetings held on 15 June 2022
2. Clerks Report
3. Chairman’s Report
4. Financial Matters

a) 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 to consider quote for CCTV system for Benn’s Lane Play Area

c) To resolve to consider donation to NARS

d) To resolve to consider quote for Playground Signs for Benn’s Lane Play Area

 7. Correspondence

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

**Meeting**

1. **Village Hall Committee** – Request for Grant Supporting Letter and Complaint.
2. **Resident** – Speed Watch
3. **NCC –** Rangers Visit
4. **Citizens Advice –** Thank you letter
5. **E.A.C.H** – Thank you letter
6. To resolve to receive updates of tasks outstanding:
7. Update on sale of maintenance equipment
8. Update on Old School Project
9. 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.
10. **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.**

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

Apologies for absence and reasons given were received from Cllr M Howling a Horton, A Hodgson, M Hannay, S Hardacre, J Cross, D Means, J Dickson.

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

 Cllrs D Browne and D Shepperson declared an interest in Agenda item 9b

1. **RESOLVE TO APPROVE THE MINUTES OF THE MEETING HELD ON 15 JUNE 2022**

**Action: The council resolved to approve the notes of the meetings as a true record of the meeting.**

1. **CLERKS REPORT**

**The Clerk reported that:**

* The defib battery has been fitted and the defib is back in service.
* The new bin for the Memorial field and the dog bin for Moat Road were on order and would be delivered shortly.
* All would need to be checked outstanding electrical works in the pavilion, toilets and Tennis Club had now been completed.
* Electrician had indicated that there was evidence of mice in the loft but would need to be checked before calling pest control.
* the public toilets were being blocked by youngsters putting toilet rolls and stones in the toilets and they were covering the toilet walls and ceiling with wet toilet paper, both baby changing units had now been damaged.
* The Council’s insurers were considering if they were able to provide cover for the Old School. She had sent pictures and provided information for them to consider it.
* She had sent emails to both schools advising the Headteachers of the anti-social behaviour and vandalism in the Memorial Field and the Council’s zero tolerance policy.
* She and Cllr M Howling had attended a site meeting to discuss the proposed TROD in Tower Road and it had been confirmed that prior to the works the verge would be treated and the wild horseradish removed and works to construct the TROD would commence in November 2022.
* A SMART meter had been installed in the pavilion to provide up to date readings.
* The NCC Highways area manager would be contacting her to confirm dates for a site meeting to discuss the Wrong Lane junction.
1. **CHAIRMAN’S REPORT**

The Chairman thanked everyone for attending the meeting in such unusually hot conditions and advised that he had nothing further to report.

**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 D Shepperson advised that he and Cllr G Moore had checked the invoices for payment and bank statements prior to the meeting and all were in order.

**The Clerk advised that the invoices and Bank Statements were available at the meeting if anyone wished to check them.**

b) To resolve to consider and approve installation of CCTV for Benn’s Lane Play Area

**Action: The Council resolved that Cllr J Whitmore in consultation with the Clerk and Chairman obtain quotes for further additions to the CCTV system to provide coverage of the Benn’s Lane Play area and the Memorial Field and to authorise Cllrs J Whitmore, D Browne, G Moore and D Shepperson to liaise with the Clerk and Chairman to proceed approve the quote and payments to complete the installation of the equipment as soon as possible.**

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**c) To resolve to consider a donation to NARS**

**Action: The Council resolved to donate £200.00 to NARS as a token of their valuable work.**

**d) To resolve to consider to approve quote for Playground Signs for Benn’s Lane.**

**Action: The Clerk and Cllr Whitmore advised that they were awaiting a response from a nearby parish village hall committee to confirm the providers of sign in their parish playgrounds.**

1. **CORRESPONDENCE**

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

**Meeting.**

1. **Village Hall Committee** – Request for Grant Supporting Letter and Complaint.

**Action: The Council resolved to discuss the matter in closed session.**

1. **Resident** – Speed Watch

**Action: The Council resolved to place the matter on the agenda for the next meeting.**

1. **NCC –** Rangers Visit

**Action: The Council resolved to advise the Rangers of a number of items raised by Councillors to include Sutton Road road surface, various pot holes, overgrown hedges/verges and cleaning of highway signs/gates.**

1. **Citizens Advice –** Thank you letter
2. **E.A.C.H** – Thank you letter
3. **TO RESOLVE TO RECEIVE UPDATES OF TASKS OUTSTANDING:**
4. **Update on sale of maintenance equipment.**

 **Action: Agreed to leave the matter in abeyance until the next meeting due to the absence of Cllr D Means who was dealing with the matter.**

1. **Update on Old School Project**

Cllr D advised that the Working Party had held a meeting and it was agreed that Mr A Hannay write again to the Charity Commission in relation to the closing of the Old School Charity to show due diligence in regard to the winding down of the Charity by the Trustees.

Cllr D Browne advised that a second bat survey would be done and steps to re-locate the bats would be taken.

Cllr H Lewis advised that a fence should be erected at the rear of the property to ensure safety.

1. **MEMBERS COMMENTS -TO RECEIVE ANY COMMENTS FROM MEMBERS OF THE COUNCIL AND REQUESTS FOR MATTERS TO BE PLACED ON THE NEXT AGENDA.**

Cllr D Browne asked about the maintenance of the new land which was overgrown.

**It was agreed that he liaise with Cllr M Howling to discuss when to cut it and by whom.**

1. **TO RESOLVE TO GO INTO CLOSED SESSION.**

 **Action: The Council resolve to go into closed session.**

 **This part of the meeting closed at 8.25 p.m.**