

**St Leonards & St Ives Parish Council**  
The Parish Office  
Village Hall, Braeside Road,  
St Leonards, Ringwood, Hants, BH24 2PJ  
Clerk to the Council: Mr Jonathan Ross  
Telephone: 01425 482727  
email: [office@stleonardspc.org.uk](mailto:office@stleonardspc.org.uk)  
website: [www.stleonardspc.org.uk](http://www.stleonardspc.org.uk)



24<sup>th</sup> June 2021

## **FULL PARISH COUNCIL**

### **Temporary Cessation of Parish Council Meetings**

Since the beginning of the Covid 19 pandemic the Parish Council has not been permitted to meet face to face for its Full Parish Council meetings. Instead, government legislation allowed the Parish Council to meet virtually and make lawful decisions.

This legislation ended on 6<sup>th</sup> May 2021 and has not been extended by the government. As a result, the Parish Council is not able to meet virtually and make lawful decisions. The Parish Council has decided it does not feel safe returning to face to face meetings at the moment. It has therefore approved the Clerk having emergency delegated powers to make decisions on behalf of the Parish Council. This is part of a phased approach in returning to face-to-face meetings.

This means in the short term there will be no further official Full Parish Council meetings. The situation will be reviewed on a monthly basis.

Parish Councillors will discuss business topics at a Parish Council Discussion Group and make recommendations on those topics to the Clerk. The Clerk will then make the necessary lawful decisions in line with their delegated powers.

JR ROSS

**Jonathan Ross, Parish Clerk**

### **Notes on the Parish Council Discussion Group held on Wednesday 23<sup>rd</sup> June 2021 at 7pm**

The meeting was held virtually on Zoom.

In attendance: Cllr Davies, Cllr JB Parker, Cllr JW Parker, Cllr Bryan, Cllr Dyer, Cllr Goringe, Cllr Mrs Waugh, Cllr Mrs Lucas, Cllr Mrs Goringe, Cllr Mrs Marshall, Cllr Gawler

- 1. Report from Dorset Council Members:** Members discussed Cllr Bryan's report. A copy of the report can be found at Appendix A to these notes.
  - a)** A cycleway is being planned that will link Verwood to Ringwood without the need to cycle on roads. It will utilise pathways through Moors Valley Country Park and the Castleman Trailway.
  - b)** It is planned to fully open all car parks in MVCP on 19<sup>th</sup> July subject to government guidelines on Covid.
  - c)** A climate change report will be taken to Dorset Council Cabinet in July. Town and parish councils will be involved in the planned initiatives contained within the report. Exact details and the timescales for that involvement are to be produced.

## **2. Correspondence to note:**

Members discussed the 'Queens Green Canopy' challenge. The Council is minded supporting the challenge and would prefer to plant multiple trees. It requested that further information is obtained on potential sites for planting trees and the species of trees most suitable for those areas. The Clerk was tasked with gathering further information and to report back.

## **3. To review the minutes of the Annual Meeting of the Full Council which took place on 5<sup>th</sup> May 2021.** Members reviewed the minutes and were minded to approve them.

## **4. Finance:**

1. To review and approve the schedule of payments for May 2021. Members reviewed the schedule of payments and were minded to approve them. A copy is at Appendix B to these notes.

2. To review and approve the bank reconciliation for end of June 2021. Members reviewed the bank reconciliation and were minded to approve it. A copy is at Appendix C to these notes.

## **5. Climate Change** – Members discussed climate change issues.

## **6. Clerk's Report** – Members received an update in relation to:

- a) Asbestos Survey – a survey has been completed. Small areas of asbestos were found in several areas of the building. The report recommends marking all asbestos with suitable stickers and monitoring for damage.
- b) Legionella Survey – a legionella survey will be undertaken when the works to refurbish the tennis club changing rooms is complete.
- c) Youth Club – The Youth Club has indicated it plans to reopen in September subject to government covid guidelines. All necessary management and administration processes and procedures will need to be in place prior to it opening. The Clerk will work with the youth club leader to ensure these are all in place.

## **7. Parish Councillors' Reports**

- a) Speedwatch is now back up and running. In the opinion of its operator's, it does appear to be having a positive effect on drivers observing the speed limit. The SID was recently moved to Boundary Lane.
- b) The issue of Bretts Chemist operating a Covid jab clinic was discussed. Visitors to the chemist are parking on pavements, on the yellow lines and generally anywhere where they can easily walk to the chemist. As a result, drivers approaching the area from Lions Lane and the Horton Road are experiencing significant difficulties with visibility and passing the parked cars. The partial closure of the MVCP car parks has exacerbated the problem – mainly at weekends. There is also a significant concern with the health and safety arrangements regarding access and egress from the chemist. There is only one entrance/exit door and the space in the chemist is extremely small and very cramped. In summary it is felt the chemist itself is not suitable for issuing the Covid jabs as it does not have adequate space to allow for the recommended social distancing practices to be observed. In addition, its location is considered completely unsuitable for parking and access. The Council were minded asking the Chairman to write to the Head of Public Health at Dorset Council to highlight these very serious concerns and request a reassessment of the suitability of this chemist to operate a Covid jab clinic.

## **8. Report from Dorset Council Members**

Cllr Goring presented his report to members.

**9. Amenities:**

- a) The Clerk informed members of two active insurance claims currently in progress against the Council.
- b) The Clerk updated members on the progress of the playpark works. Works are going well and to plan.
- c) A new dog warden for the parish area has been appointed by Dorset Council. The Clerk will be meeting with them soon.

**10. Resumption of Face-to-Face Meetings:** Members discussed the possibility of returning to face-to-face meetings. There is still a great concern over returning to face-to-face meetings. With the current rise of infections linked to the Indian variant it was felt that members did not want to meet in person just yet. The Clerk has been requested to look at what protocols we must have in place that will allow face-to-face meetings to take place safely. It was suggested that September 2021 may be a suitable time to have the first meeting. The situation will be continually monitored, and a decision made nearer the time. Until then, virtual meetings will continue.

**11. Adoption of the new LGA Model Councillor Code of Conduct 2020.** Members discussed the adoption of the new model Code of Conduct and were minded to accept and adopt it.

**12. Improvements to Parish Office:** The Clerk presented a report on proposed safety and security improvements to the Parish Office. At the moment the office arrangement does not afford staff any form of security from visitors or prevent visitors from viewing potentially confidential or sensitive material held in the office. The proposal is to construct a small porch on the external wall outside the main office door. The existing office door would be replaced with a stable door. Visitors would not then have direct access to the office. Instead, they would knock on the new door and the clerk would attend to them by opening the top half of the stable door. Members were minded supporting the proposal with a rough estimate of cost of £5k. The Clerk will obtain three competitive quotes and report back.

**13. Exchange of information:**

- a) The Clerk advised members that a new enquiry helpline and email address have been created for parish and town councils to contact Dorset Council. The Clerk will send these details out to all members.
- b) Next meeting date is 28<sup>th</sup> July 2021 and will be held virtually on Zoom.