

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
website: www.stleonardspc.org.uk



4th August 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 6th 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 28th July 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 Goringe, Cllr Mrs Neale

1. Correspondence to note:

1. The Clerk briefed members on the Clinical Commissioning Group (CCG) programme manager's response to the Chairman's letter of concern regarding St Leonards pharmacy. The concerns raised were that people accessing the pharmacy for Covid jabs were parking along Lions Lane on yellow lines creating a road hazard. An additional concern was the lack of space in the pharmacy which prevented adequate social distancing for residents collecting prescriptions. The CCG have spoken to the pharmacy and agreed that additional marshalling staff would be on duty to assist with managing the parking and social distancing in the pharmacy.

2. The Parish Council has received a letter of thanks from Greyfriars Community Centre for their grant from the Parish Council which assists with the management of their minibus.

2. Finance:

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

3. **Climate Change** – Members discussed the creation of a Parish Council Climate Change policy. Cllr Bryan explained that Dorset Council will be sending out information to Parish and Town Councils later in the year which will assist them in creating their own policy. His guidance was to wait for this paperwork.

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

1. **Internal Audit:** It is proposed to change our current internal auditor. The Clerk circulated a prepared report for members consideration.

Members were minded to recommend appointing Fair Account as the Internal Auditor for 2021/2022.

2. **Queens Green Canopy.** The Clerk briefed members on the Queens Green Canopy project and areas where trees could be planted was discussed. It was felt that either a single tree or pair of trees would be the preferred option. Clerk is to prepare further information on the type of tree that could be planted and a proposed location. It was felt that any large planting of trees could be carried out separately as part of a climate change initiative.

3. **Speed Indicator Device:** The SID was moved on Friday 16th July to Ashley Cottages. Whilst in position in Boundary Lane the battery had at some point fully discharged and the unit stopped working. The solar charging panel is not receiving sufficient sunlight due to the height of the tree canopy in that area. The battery was removed and successfully charged. It is proposed that a second battery is purchased. This can then be swapped if this situation occurs again in the future. The cost of the battery is £55 + VAT.

Members were minded to approve the purchase of a spare battery for the SID at a cost of £55 + VAT.

4. The Clerk has received an email from DAPTC requesting completion of a Town and Parish Council Members Allowances Review Survey. The email and details of the survey have been circulated to members.

Members were minded to approve the Clerk completing the questionnaire on behalf of the Council.

5. Parish Councillors' Reports

Nothing to report

6. Report from Dorset Council Members

Cllr Goring and Cllr Bryan presented their reports to members. They are at Appendix C to these notes.

7. Amenities:

1. The Clerk informed members that in February he had written to Cornerways Medical Centre requesting information on the future of the St Leonards surgery. During lockdown it had been closed for patient/doctor appointments and there is a concern that it would remain permanently closed and all appointments arranged through the Poulner surgery. Despite several emails and two complaints the Clerk has still not received a response to the question. The Clerk will continue to pursue the Clinical Commissioning Group for a response.

2. The Clerk explained that the playpark project is complete, and it was opened by the Chairman on Sat 24th July 2021. Works were completed on time and to within the estimated budget.

8. **Resumption of Face-to-Face Meetings:** Members discussed the possibility of returning to face-to-face meetings. There is still a great concern over the safety of meetings and for the foreseeable future face to face meetings will remain on hold. The Clerk suggested a possible approach could be to hold a 'hybrid' meeting where some members attended virtually whilst others attended in person. The legality of this type of meeting is not known. The Clerk will write to DC's legal director and request guidance.

9. **Improvements to Parish Office:** The Clerk explained that following further discussion the previous solution to improve the security of the parish office has been simplified. It is now proposed to just install a stable door with a rain canopy over and replace the existing office window with a larger window. The works estimate received is in the region of £2,250+VAT. The Clerk explained that it has been extremely difficult getting contractors to visit and prepare quotes. Very long lead in times for materials and the huge workloads contractors are experiencing at the moment means obtaining three quotes has not been possible. It was accepted that the initial estimate offers value for money and members were minded to recommend accepting it.

10. **Planning – Cessation of Neighbour Letters by Dorset Council.** Dorset Council ceased sending neighbour letters for planning applications on 1st July 2021. The Parish Council Planning Committee felt that this decision will have a serious impact on the ability of residents to find out and respond to planning applications being submitted by their neighbours. The committee therefore requested it was discussed by full council. Currently the PC advertises the latest planning applications on its website and on its 6 notice boards. Members discussed additional methods by which the PC could keep residents informed of the latest planning applications. It was recommended that the Clerk post the agenda for the planning committee on social media on a routine basis. The Clerk will also promote recent planning applications via local advertiser/community magazines.

11. Exchange of information:

1. The Clerk informed members that the DAPTC AGM is to be held at 10am on Sat 13th November 2021 virtually. If any members would wish to attend and represent the PC, could they let the Clerk know.

2. Next meeting date is 25th August 2021 and will be held virtually on Zoom.