



TEMPLE CLOUD WITH CAMELEY PARISH COUNCIL

DRAFT Minutes of the meeting of the Parish Council held at
7.30pm on Tuesday 10th March 2020, Temple Cloud Village Hall
www.templecloud.org.uk | Facebook: Cameley Parish Council

COUNCILLORS PRESENT: Councillors Jonathan Sebright (Chairman), Sara Box (Vice Chairman), Tony Hooper, Alyson Worthington and Philip Warden.
ALSO IN ATTENDANCE: Philip Edwards (Clerk) and one member of the public.

- 19/20_ 164** APOLOGIES FOR ABSENCE
Apologies for absence were received from Ann Morgan and Helen Neary.
- 19/20_ 165** DECLARATION OF INTEREST
There were no declarations of interest or dispensation requests.
- 19/20_ 166** CONFIRMATION OF MINUTES
The minutes of the meeting of the Parish Council Meeting which took place on Tuesday 12th February 2020 were approved as an accurate record and signed by the Chairman.
- 19/20_ 167** PUBLIC PARTICIPATION SESSION
There were no comments from members of the public
- 19/20_ 168** VILLAGE HALL
Details have been collated into spreadsheet. In conclusion the village hall offer similar activities, hire rates are competitive. Some bigger halls are used for weddings. The next stage will be to provide a list of options for consideration to be discussed with the working party.
- 19/20_ 169** NOTICE BOARDS
Cllr Warden will collect photos of examples and add to one drive so it can be shared with all. Options will be brought to the next meeting.
- 19/20_ 170** DEFIBRILLATOR
The defibrillator by the main road is out of service. The cabinet lock cannot be accessed, so it is now deregistered. A new cabinet is needed. There is one active defibrillator by the school. Cllr Worthington will investigate the state of the cabinet, ascertain the correct requirements, get a quote for repair or replacement and explore other locations.
- 19/20_ 171** CLERKS REPORT
- There are two remaining vacancies on the Parish Council, which may be filled by co-option. Expressions of interest / applications are invited!
 - Noted: BANES has reinstalled the litter bin next to the playing field.
 - RESOLVED: to renew the locks on the village hall cleaning cupboard.
 - RESOLVED: To engage Cornish Garden Services for the playing field grass cutting contract.
 - Upcoming hire events at the Village Hall were discussed.
 - Correspondence regarding a BANES risk assessment for youth club was noted and highlighted for consideration by the village hall working party.
- 19/20_ 172** • The auditor's report was noted and received.
- 19/20_ 173** STANDING ORDERS AND POLICIES
RESOLVED: The updated standing orders were reviewed and adopted.
- 19/20_ 174** RESOLVED: The updated financial regulations were reviewed and adopted.

19/20_ 175 RESOLVED: The updated risk assessment and village hall risk assessment were reviewed and adopted. The recommendations for ongoing development of the village hall risk assessment was noted.

19/20_ 176 RESOLVED: To engage professional services for the fire risk assessment.

19/20_ 177 FINANCE

- RESOLVED: To apply for a Parish Council credit card for the Clerk with a £2500 credit limit
- RESOLVED: To apply for a Unity Trust Bank savings account with a deposit of £35000. To apply for a TSB business savings account with a deposit of £50000. For both these savings accounts the RFO will check for suitable safeguards such as dual signatories required for changes and linked only to the Unity current account.
- RESOLVED: The bank reconciliation and budget documents that were emailed have been reviewed.
- RESOLVED: The following payments were approved:

Payee	Purpose	Amount
Philip Edwards	Expenses: Drill Bits, fingerpost repair	7.04
Philip Edwards	Expenses: Tap set, fingerpost and playground repair	19.98
Philip Edwards	Expenses: Drill Bits, fingerpost repair	2.50
Philip Edwards	Expenses: Training mileage	50.40
Philip Edwards	Expenses: Maintenance supplies mileage	21.15
	Subtotal Philip Edwards expenses:	101.07
Aegis	Fire extinguisher service	180.00
ALCA	LCA 1 training	40.00
ALCA	NALC subscription	278.01
B Bowen	Internal audit fee	225.00
Hallmaster	Hallmaster subscription	224.40
A Sage	Austin Sage Grass Cutting	100.00
HMRC	Tax and NI due on salaries	181.25
	Total payments approved, to be authorised online by Cllr Box and Cllr Sebright:	1329.73

- The income was noted:
 - Village Hall Bookings: £683
 - Natwest savings interest £18.34

- To regular payments were noted:

Curo	Garage Hire	52.51
Water2Business	Utilities - Sports Pavilion and Village Hall combined	22.50
EDF Energy	Utilities - Sports Pavilion	16.00
EDF Energy	Utilities - Village Hall	106.00
Vodafone	Mobile phone monthly sim	6.00
Staff / NEST	Staff salaries and pension	1389.26

19/20_ 178 PLANNING APPLICATIONS

A report on planning application 20/00651/CONDLB was received from Cllr Hooper.

A report was given by Cllr Hooper regarding a notice of landowner deposits, which has been posted on the field gate opposite Brandown Close.

19/20_ 179 DATE OF NEXT MEETING

RESOLVED: The next scheduled meeting of the Parish Council will take place at **7.30pm on Tuesday 21st April 2020 at Temple Cloud Village Hall.**

19/20_ 180 EXCLUSION OF PRESS AND PUBLIC

The press and public were excluded due to the confidential nature of the business: staff salaries.

RESOLVED: The staff salaries were reviewed and approved for the 2020/21 financial year.

There being no further business, the Chairman closed the meeting at 9.51pm.

Minutes are available on the Parish Council Website: www.templecloud.org.uk