

**East Donyland Parish Council**  
Full Parish Council Meeting – 9<sup>th</sup> April 2020  
Telephone Conferencing starting 7.00pm.

**MINUTES**

Present; Cllrs George, Helliwell, Appleyard, Crouchman, Clay & Case & the Clerk E Nelson-Hayes  
The Chairman thanked everyone for attending the telephone conference, hopes everyone is keeping safe. Quick thanks to the Clerk for the change of priorities and keeping up with it.

**001/20 To receive and accept apologies and to note absences:** Cllr Guy & Cllr Myers absent

**002/20 To minute pecuniary & non-pecuniary interests of members relating to items on the agenda:** P George PI 006/20

**003/20 Note minutes to be approved *en bloc* in person at a full council meeting at a later date.**  
Noted

**004/20 To update the council on the new systems of meetings & attendees as advised by our monitoring officer.** The advice is ever changing, but the latest advice received from Andrew Weavers, EALC & NALC, all meetings where possible should be open to the public, whether video or telephone conferencing but only for urgent issues that cannot be decided by devolved powers to the Clerk. Publishing agendas & background papers on the website is deemed sufficient for letting the public know about the meeting. For info regarding elections and co-opting at parish council level this means that during this period if you have a casual vacancy a notice of vacancy can still be published and if no election is called they will be free to co-opt. However, if an election were to be called for a vacancy it would have to be carried until 6 May 2021 when the election would be held. Accordingly, this would prevent any co-option for this vacancy during this period. 2 people have expressed an interest in one vacancy, so this would be carried over to 2021.

**005/20 To receive and note reports from:**

- i) **CBC Ward Councillors;** Cllr Lilley; CBC use Microsoft teams for their meetings. Police are looking to gain more powers to help the public during this time. A link has been sent to the office where people can report people flouting the COVID-19 measure in place. There have been bonfires in the village as well as parties and the households have been spoken to. Funerals – have not been taking place and there is a back log. Recycling is starting again soon, but not the usual timetable. CBC have suffered a loss of staff and are advertising for relief staff for refuse collection, hence a reduction in service. Send the clerk the latest government advice regarding shutting burial grounds. – *Action ML*
- ii) **The Clerk:** Noted; recycling, people can help themselves from the storage unit next to the office, there will be a sign asking them to be polite & stock will be checked weekly and orders put in to CBC as and when.

The Chairman proposed to move 006/20 to the end of the meeting so he would not have to return to the call.

**007/20 Devolve Powers to the Clerk (which includes decisions financial & otherwise), which extends from the decision already made to accommodate a summer recess-should the need arise.** PG proposed & DC 2<sup>nd</sup> that from tomorrow the Clerk will have the same powers previously voted on, within the standing orders, to be able to make decisions during this period of lockdown, this would include the payments list & expenditure for urgent work. All agreed.

**008/20 Brief discussion about any actions relating to COVID-19;**

Need to research & decide how to conduct meetings in the future (Microsoft Teams being an avenue to explore) – *Action RH* so the public can participate-all councillors are available by video conferencing, help PC to get set up – *Action PG*. At some point this month, even though the workload is high, the Clerk will make the council aware that year end needs tying up so work will go into that exclusively. Facebook, possibly during this lockdown time have an online presence it could be beneficial to reassure residents and answer any queries they may have. Need to work out the details. *Action AA & the Clerk*

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**006/20 To note & agree the payments list with a way forward for all contractors.** PG left the call. A short explanation that no one apart from the Clerk is employed by the council, so no one is being 'furloughed' A discussion is to be had with the green maintenance contractor about expectations going forward through the lockdown and a possible continuation of the contract that expires May 1<sup>st</sup>. *-Action RH.* The council could opt to help support the litter picker by paying a percentage as advised by various sectors and are aware that this money cannot be claimed back. RH proposed & DC 2<sup>nd</sup> supporting the litter picker by paying 80% for full months invoice in line with general measures and continuation of contract once the government rules have been relaxed. A letter to explain this will be provided along with a cheque for £89.60 & agree the payments list – all agreed *- Action the Clerk*

**The meeting closed at 7.48pm.**

Agreed as a true record.

Signed: ..... Date: .....

Chairman

DRAFT