

COLESHILL PARISH COUNCIL

MINUTES

Of the Parish Council meeting held on Monday 20th April 2020 at 7.30 pm, via Video due to Coronavirus outbreak

7. Report from Planning, BCC & CDC updates:

i) Ref. No: PL/20/0783/CONDA Application for approval of details reserved by condition 2 on planning permission PL/19/2602/FA (Construction of a hard surfaced tennis court with surround fencing) Oak Tree Cottage Tower Road Coleshill - Council had seen copies of 2 objections to this application that felt the conditions were not being met. JB expressed an opinion that the owners had not contravened any conditions. JW advised that some work had been done but that levels were an issue. JB suggested that she contact Planning again and ask for another inspection. AT advised that after looking at the drawings there appeared to be some differences and that the recent drawing submitted extends the boundary and the levelling of the area is much larger. It was **agreed** to defer a letter to planning regarding the matter allowing JB to contact them separately.

Ref. No: PL/20/1000/FA Installation of security cameras and lights, an oak open porch and Driveway Gate (Retrospective) Hertfordshire Lodge Coleshill Lane Coleshill **NO OBJECTION**

Ref. No: PL/20/1001/HB | Listed Building Consent for: Installation of security cameras and lights, an oak open porch and Driveway Gate (Retrospective) Hertfordshire Lodge Coleshill Lane Coleshill **NO OBJECTION**

ii) BCC & CDC updates- TB advised the meeting that due to the Coronavirus outbreak resulting in the cancellation of elections Coleshill would be covered by 8 Councillors from 1.4.20. He explained how the County was working hard during this current crisis to support communities and business. TB informed the meeting that a Crisis Fund had been set up to support local parishes if they need help with funding for support, transport etc. Applications should be sent through County Councillors. It was **agreed** that LJ would find out what other parishes were doing so that a decision could be made as to whether an application should be made that would extend the help the volunteer group offering.

TPx thanked TB on behalf of CPC for the grant for the Hill Meadow multi-play which had been refurbished. Other works are still to be carried out at site.

JW advised he was now part of the Standards & General purposes committee as well as Planning. JB advised she was sitting on the Planning Committee.

iii) Road Safety Fund application- TPx advised the meeting that work was still to start on the application.

iv) Website compliance – AT informed the meeting that he was working with Derek Higgins on compliance for the website. Derek believed he could make some small changes to the website without incurring cost so would report back to AT once that was done. It was **noted** that although access to the Village Hall is through the website it does sit on a different platform.

v) L01-20 Legal Briefing Note and paper on holding effective remote meetings - Noted

vi) L02-20 Employment Law Changes 2020- Noted.

8. Report from Open Spaces:

i) Monthly Play inspection return – The April routine play inspections had been completed. LW reported that since the multi-play had been repaired there were some terracotta bricks showing along the now smaller perimeter retaining boards that were a trip hazard. Andrew Davis **agreed** to remove them on the Councils behalf. LW also advised that the mirror opposite the Cricket Club entrance was still an issue. JH advised that Jack Haubner would do a permanent fix.

ii) Swings & goalpost repainting & bench refurbishment quote for Hill Meadow – The quote submitted by the Handyman Service was **approved**. LJ advised that work would, weather

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permitting, start 6th May.

iii) **TCV project delay** – Noted

iv) **Trees over power lines removal on Common quote** – the quote from Gabris was **approved** via. Email previously and the work had now taken place. A second quote had been submitted for removal of sycamore trees on the Common and Barrack Hill that had grown through power lines. Due to the size of the trees and cost further quotes would be required and also David Stowe's involvement. It was agreed to put on hold until the end of the summer as this was preventative work for the future. It was also important to involve the Common Management Committee.

v) **Highways and road repairs communication** – NC advised that he planned to walk a 1 mile radius of the village to identify and photograph all the pot-holes that require repair. He advised that Coleshill Lane and Fagnall Lane are particularly bad and not safe for cyclists to use. JH asked that the 3 County Councillors present put pressure on County to get something done about these rural roads.

9. Finance:

i) **Cashbook, Bank balances and reconciliation as at 28.03.20**– the previously circulated documents were **approved**.

ii) **Finance review** – The RFO had prepared a report that confirmed the VAT return had been submitted for 2019-20, the Council insurance renewal is due and once received will be forwarded to Councillors. The external audit timescales had also been extended due to Covid-19.

iii) **Internal Audit report 2019-20** – The report had been circulated prior to the meeting and once again had been given a clean audit thanks to LJ. The report summarises:

Overall, the Council has sound arrangements in place to satisfy itself that its systems of internal financial control are both adequate and effective. There are approval and authorisation controls and there is a clear audit and management trail for financial transactions.

The Council **agreed** unanimously to **approve** the Internal Audit report for 2019-20.

iv) **End of Year 2019-20 Budget vs Actual review** – the previously circulated documents were discussed. The required overspends were reviewed but overall Council had underspent against budget.

v) **Fixed Asset register annual check** – JH **agreed** to complete the Annual check

vi) **Risk Assessment amendments for Covid-19 outbreak** – The RFO had reviewed the Council's risk assessment and made a number of amendments to take account of the current Covid-19 crisis. All amendments were **approved** plus one other small correction.

10. Items for payment:

The payments CB19-97 through to CB19-98 for March Final totalling £2206.13 (Inc. VAT) and CB20-01 through to CB20-04 for April totalling £1428.69 (Inc. VAT) were approved.

COLESHILL PARISH COUNCIL					
PAYMENT OF ACCOUNTS FOR MARCH 2020 - FINAL					

CB No.	NAME	ITEM	TOTAL	VAT	NET
CB19-97	Kiwi Building Services	Hill Meadow multi-play refurb	1980.00	330.00	1650.00
CB19-98	Amersham Business Svces	newsletter & flyer printing	226.13	37.69	188.44
	TOTAL		2206.13	367.69	1838.44

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PAYMENT OF ACCOUNTS FOR APRIL 2020

CB No.	NAME	ITEM	TOTAL	VAT	NET
CB20-01	L Jackson	March wages	426.26	0.00	426.26
CB20-02	L Jackson	phone top-up,1&1fee	21.99	2.00	19.99
CB20-03	BALC	annual subscription	90.35	0.00	90.35
CB20-04	Sona Gabris	Common tree-work	890.00	0.00	890.00
	TOTAL		1428.60	2.00	1426.60

11. Councillors reports for areas of responsibility:

12. Next Meeting date: Monday 18th May 2020 7.30 pm. Virtual meeting via. Zoom.

20:27pm.Meeting Closed.

Signed Date