

ALVINGTON PARISH COUNCIL
Minutes of the meeting held remotely on Wednesday 1st April 2020, 7.30pm
(Format: Skype online meeting)

PRESENT: Cllr Alan Haslam (Chairman)
Cllr Richard Heys (Vice-Chair)
Cllr. Gail Thompson
Cllr. Lisa Chidley
Cllr. Chris Miles

ATTENDING: Meg Humphries (Clerk)
DCllr Chris McFarling

No/ Ref	Item/Notes	Action
1. 001 20/21	To receive apologies for absence None; all councillors present.	
2. 002 20/21	To note declarations of interest relating to the agenda. None.	
3. 003 20/21	To approve the accuracy of the minutes of the Full Council Meeting on 04.03.20. Approved; to be signed by Cllr Haslam via post.	
4. 004 20/21	Public Forum No items on this occasion.	
5. 005 20/21	<p>To receive/note any reports from county and district councillors for the parish District Councillor Chris McFarling:</p> <ul style="list-style-type: none"> • Cllr McFarling stated how naturally many things had closed down or slowed down, and that all staff and officers at FoDDC had been seconded to support the pandemic effort and the resilience of the district. • The district is using the community help hub (which the GCC website hosts) for all volunteers to register, and that information is then cascaded down to parish/town councils and local volunteers. Inevitably there are some kinks to iron out but it offers an overarching system which is useful. • As might be expected, some communities have stepped up and coordinated themselves very well, and some less so. Where successful, the volunteers are working to shield vulnerable residents. • One particularly challenge is that a lot of people in the communities don't have access to the internet. The percentage of people who can't get out are a minority. • Churchyards/play areas are closed across the district, but there are various challenges to this such as St Briavels churchyard's PROW through the middle of it. • Cllr McFarling reiterated the importance of reducing trips out, keeping clean, and being sensible. • Cllr McFarling outlined his experience with video conferencing tool Zoom and gave it his recommendation. <p>Members thanked Cllr McFarling and confirmed that Alvington churchyard has been closed, as have the play areas, and that a group of volunteers was meeting local needs at this time.</p>	

<p>6. 006 20/21</p>	<p>a) To note the updated documents for P1413/19/FUL Alvington Playing Fields Court Lane Alvington: Erection of a sports pavilion with associated parking, landscaping and works. Noted. New plans now meet the approval of Sports England. Ongoing; permission pending.</p> <p>b) To note any update on P0001/20/DISCON Land Off Clanna Road Alvington, Gloucestershire: Discharge of Condition 10 (details of pedestrian crossing) of planning appeal APP/P1615/W/16/3153161 (P1494/15/OUT) Brian Watkins (Highways) sent some further information, and Cllr Haslam has had some further discussions with Globe Inn owners, who have confirmed that they have no problem with a path being installed up the side of their site, which would then create a continuous footpath to the crossing location favoured by the community and parish council. Brian Watkins gave some costs as follows: Footpath c. £4,000, crossing installation c. £40,000, supervision fees up to £8,000, so total would be approaching £50,000. There was a discussion of funding scenarios and options. Cllr McFarling confirmed that planning committee meetings had stopped for the time being but suggested that Clive Reynolds' input would be useful, to be sought via Hannah where appropriate. It was agreed to move forward with exploring a shared funding concept with Planning, and it was agreed that Cllr Haslam would draft a letter to Planning for sending once approved by a quorum of councillors.</p> <p>c) To receive any progress reports on local planning matters None at this time.</p>	
<p>7. 007 20/21</p>	<p>Village</p> <p>a) Coronavirus: to note the current arrangements in the parish Cllr Thompson, who is the council's lead for the volunteer effort, stated that there had not been many requests yet – a few requests for milk and bread, but quite a low volume, indicating that residents were likely supporting each other at a very local level. The issue of safeguarding and general guidelines for volunteers had been raised, and Cllr Thompson invited Cllr McFarling's input on this matter. Cllr McFarling noted that there had been many queries on insurance, DBS etc, and at this time the general acknowledgement was that this crisis is unprecedented, the need is urgent, and insurance companies are unlikely to insure volunteers anyway. Therefore, there is a need to rely on an understanding that volunteers are doing their best and that 99.999% of them mean well, so in these circumstances it is necessary to move the risk bar down a little in the interests of protecting vulnerable people. If volunteers are registered on the community hub, this gives a degree of accountability at least in terms of contact details etc. Cllr McFarling also mentioned that there is a Coronavirus helpline for people living with dementia and their carers, and various other dedicated helplines. It was agreed that Cllr McFarling would send the prescription collection protocol to Cllr Thompson in case useful. Cllr McFarling also made the meeting aware of The Cooperative's arrangement whereby the kiosk staff can ring the person at home to pay by card when a volunteer is doing their shopping. Cllr McFarling also commented how every Tuesday morning there is an online meeting for volunteer coordinators, and he could send details to Cllr Thompson.</p>	<p>CMcF</p>

	<p>Cllr McFarling highlighted potential GDPR issues of holding data of volunteers and requests, but again these were unprecedented times. He emphasised that once this time is behind us all data would need to be deleted.</p> <p>b) To note updates on village/parish improvement matters None at this time.</p> <p>c) To note the need to postpone the marking of 75 years since the end of WW2 (May 2020). Noted.</p> <p>d) To receive any reports on other village matters The initially pencilled-in date for a fun day in June is extremely likely to be postponed, so a date in September will be earmarked, but the meeting acknowledged that it may not happen at all this year due to restrictions.</p>	
8.008 20/21	<p>Sports Field</p> <p>a) To receive an update on the pavilion project See item 6a.</p> <p>b) To receive any updates on Sports Field mowing arrangements for 2020 Discussions between Nate and Nick are believed to be ongoing.</p> <p>c) To receive any reports on other Sports Field matters Play equipment now closed off with signage, and use of field as exercise space only. Evaluation of Pocket Parks – a gap in data is evidence of increase of use of Garlands Road, and Cllr Chidley offered to prompt families in her neighbourhood.</p>	
9.009 19/20	<p>Churchyard</p> <p>a) To receive an update on the drafting of a churchyard risk management plan The Clerk stated that the adoption of the plan is awaiting comments from Phillip Blatchly due to his expertise, but he has not been in touch and is likely to be busier than usual this year. It was agreed to finalise and adopt the plan, with the option of any recommendations from Mr Blatchly being incorporated at a later date if needed.</p> <p>b) To receive any reports on other churchyard matters A churchyard closure sign has been posted, in line with Coronavirus government guidelines.</p>	
10.010 20/21	<p>Highways</p> <p>a) To receive any updates on Highways matters Key potholes have been filled; no major new ones noted, but a slip risk is presented by debris from broken up potholes making its way onto the pavements. It was agreed that the Clerk will write to Brian Watkins about this issue.</p>	MH
11.011 20/21	<p>NDP</p> <p>a) To receive an update on the progress of Alvington NDP Consultation has finished, awaiting finalised report from examiner, then will go to referendum organised by FoDDC.</p>	
12.012 20/21	<p>12. Finance</p> <p>a) To approve payment of invoices and expenses from the past month Approved; to be signed via post by Cllrs Thompson and Miles. It was agreed that during the Coronavirus restrictions future payments would be made electronically and that the Clerk would carry out the steps to make this possible.</p> <p>b) To note the receipt of any income since the last meeting Noted.</p>	MH

	<p>c) Audit 19/20: to receive an update on preparations and approve GAPTC audit service to supply 19/20 internal audit (in light of no quotations having been received) It was agreed to proceed with the option of using the GAPTC service.</p>	MH
13. 013 20/21	<p>To note correspondence for information Noted.</p>	
14. 014 20/21	<p>Council</p> <p>a) To receive the Clerk’s Report. Noted.</p> <p>b) To receive councillors’ reports and items for future agenda. Cllr Heys: Woolaston Primary School is in the process of finding a new headteacher and the aim is for full permanent leadership in the school from September.</p> <p>c) To note the date of the next Full Council meeting: Wednesday 6th May 2020 – this will also be the Annual Council Meeting. These meetings are likely to be carried out remotely. Noted – Annual Council Meeting likely to be cancelled.</p>	

Meeting closed: 9.02 pm

Signed:.....Chairman.

Date:.....