

MINUTES

Minutes of the Homersfield Parish Council Meeting held 2 November 2020 at 6.30pm at Wortwell Community Centre due to CoVid restrictions the Homersfield Swan would not permit sufficient social distancing.

Cllr. Debbie Bird (DB)	Chair, Homersfield Parish Council
Cllr. Angela Stokes (AS)	Vice Chair Homersfield Parish Council
Cllr. Jo Westgate (JW)	Councillor, Homersfield Parish Council
Cllr. Lucy Phillips (LW)	Councillor, Homersfield Parish Council
Cllr. Simon Scarfe (SS)	Councillor, Homersfield Parish Council
Guest	Lucy Hammond
Lua Leggett (LL)	Locum Clerk

No Members of the general public attended.

Councillor SS joined meeting at 7.00pm

Co-opted Councillor LH left meeting at 7.35pm – prior commitment

Item	Description
	Welcome by Chairman:
1	To consider apologies
1.1	No apologies
2	Approve the minutes of the last council Meeting
2.1	The draft minutes of the meeting held 7 September 2020 previously distributed to Councillors, were unanimously agreed and signed by the Chair, having been proposed by JW and seconded by LF.
3	To record any declarations of interest from members in any item to be discussed: none
4	Matters arising: none
5	Resignation of Councillor Bird from both Chair and as Councillor accepted. Council expressed their gratitude to Mrs B for all of her hard work over the years and appreciation of her efforts. Council expressed hope that she now enjoy her retirement.
5.1	Lucy Hammond was appointed unanimously to be co-opted on to the Council with immediate effect.
6	Appointment of Chair: Councillor JW proposed, Councillor SS seconded the appointment of Councillor Stokes to Chair position, unanimously agreed and Councillor Stokes took the position of Chair for the remainder of the meeting.
7	Resignation of Clerk Mrs A Pullen accepted by post, position to become vacant from 31 December 2020 and Clerk to receive sick pay until that time.
7.1	Council discussed replacement and Locum Leggett agreed to stay in post until a suitable replacement was found. Advert for new clerk to be posted on Notice Board, Community News and SALC website to take effect from 1 January 2021 or as soon as possible thereafter. Clerk to compile a Job Application pack. Send advert to Councillor Hammond for publication in the Community News <div style="text-align: right;">Clerk to action</div>
7.2	Locum to allocate a salary based on new NALC payscale and field all applicants ahead of interviews. Applications to close on 15 December and interviews to take place immediately after <div style="text-align: right;">Clerk to action</div>
8	Report previously circulated held with these minutes

9	SS reported that the there continue to be MRCT Lorries parked in the laybye outside the village. Locum to contact the company and ascertain their internal policy before seeking guidance from highways as to the legality of this action. Clerk to action
10	PLAYING FIELD – Request received from Trustees of the Playing Field for the Parish Council to take on responsibility for this field and the equipment thereon. Suggestion is that they are keen for this piece of land to remain a village amenity. Funds are extremely limited via Precept and if the Council were to agree to this then precept funds would have to be raised to pay for the initial repairs due to H&S issues, ongoing maintenance for grass and any remaining equipment and for insurance and other matters. Councillor Fisher will advise the clerk when the ownership and Registration of this land has been completed, by the CIO. The matter has been deferred to a future meeting once this is established. Consideration needs to be made for budgeting for 2021 Clerk to action
11	Homersfield Wood The Arboriculture report has been received and two matters have been brought to the attention of the Parish Council.
11.1	A copy of this full report will be held with the Minutes. Chairman will provide summary report to Council of works completed to date. Chair to action
11.2	There are some reserves which can be used for the purpose of ongoing works but it is likely further funds will need to be allocated from Precept to the 2021/22 budget Clerk to action
12	Future of the Council and Structure In a well meaning attempt to manage costs the Council has declined to increase Precept for many years and this has left the Council with little by way or reserves and funding under heavy pressure. Commitments and Responsibilities cannot be met going forwards without a substantial increase to budget from Precept. Whilst this on the face of it would be a large percentage increase, the reality is it is likely to have very little impact on the proportion of Council Tax that would come to the Parish Council for local work. It would be unlikely to be more than £20 per annum per electoral household. This increase would assist the council considerably to meet the financial demands going forwards. Clerk and Council to work on figures for January Precept meeting. Clerk to action
13	Financials - RFO report
13.1	Barclays Current Account £7335 Barclays Reserve Account £2746
13.2	Payments are now outstanding to both the Clerk and the Locum due to cheque book not being replaced by Barclays and a query regarding signatories. Ex Councillor Bird had spent some time with Barclays rectifying this and a new mandate form has been handed to the Locum for completion and delivery to Barclays. Clerk and Chair to complete and submit application
13.3	Payments outstanding: 2/11/20 A Pullen Salary/Sick Leave >£100 Nov and December confidential 25/11/20 Locum Salary £144.11 Nov and December 25/11/20 HMRC PAYE £49.20 ALL these payments are outstanding or will fall due prior to next meeting. Clerk to monitor
14	No correspondence Date and Time of next meeting: January 11 at 6.30pm at Wortwell Community Centre unless otherwise agreed.

16	Meeting closed at 8.25pm
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