

FORTON PARISH COUNCIL

Minutes of Meeting Held Wednesday 22nd July 2020 at 7:00 p.m. via Zoom

1. **PRESENT:** Cllrs E De Quincey (Chair), D Toon (Vice Chair), P Hammond, S Spencer, D Carver (RFO); Borough Cllr M Smith; C Little (Clerk)
2. **APOLOGIES FOR ABSENCE:** Cllrs S Tomkinson, L Bayton; Borough Cllr P Farrington: Apologies accepted. County Cllr M Winnington did not attend.
3. **DECLARATION OF COUNCILLOR'S PERSONAL INTERESTS:** None.

4. **MINUTES OF MEETING HELD ON WEDNESDAY 20TH MAY 2020 AND MATTERS ARISING NOT ON THIS AGENDA:** Minutes were agreed and signed by the Chairman.

The Clerk confirmed that she had arranged for Severn Trent to investigate the sewage on the road in Sutton. The inspector advised that they had no pipework in the area and that the sewage was caused by a septic tank. The Clerk contacted Environmental Health and Cllr Toon agreed to meet with them ensure they saw the extent of the problem. Cllr Toon advised that a heavy storm the night before the meeting cleared the blockage so that in the event there was nothing to see. He also advised that ongoing surface water and blocked drains were causing erosion to Mr Armitage's drive. Councillor Toon agreed to discuss this further with Mr Armitage and said he would report if there was anything the parish council could do to assist.

It was observed that although the minutes for the extraordinary meeting to discuss a planning application on the 11th June had been published on the website, they had not been approved before submitting to the planners. As the date for the planning meeting for which these were submitted has now passed it was too late to consider now, however it was agreed that going forward, minutes of this nature should be approved before submission. Cllr Spencer, who was absent from that meeting, asked if councillors were expected to give a decision on the application. Cllr Hammond advised that we were not, whilst we could indicate support or otherwise there was no requirement for us to do so. Cllr Carver advised that

everyone's observations and opinions had been recorded and it was hoped that this had helped the planners with their decision.

5. FINANCIAL REPORT AND AUTHORITY FOR PAYMENTS:

a. 2020/2021 QUARTER TWO

The financial statement dated 08 July 2020 was presented. It balanced to the latest bank statements received with a closing balance of £566.98

BANK STATEMENT RECONCILIATION	£ p
Current Account Statement @ 05 June 2020	110.00
Reserve Account Statement @ 05 July 2020	456.98
Reconciliation TOTAL	566.98

b. PAYMENTS APPROVED

	Budget £ p	Actual to Pay £ p
Precept Payments		
Clerk's Salary (net) – 2nd quarter	109.77 gross	87.77 net
PAYE	nil	22.00
Clerk's Expenses – 2nd quarter	To be advised	nil

c. ANNUAL AUDIT 2019/2020

The Internal Audit had been completed on the 1st May, as reported at the last meeting and no external audit is required. The Annual Governance and Accountability Return has been on the website since 22nd May together with the notice of Local Government Electors Rights (the right to view papers closed on 15th July).

- 6. UPDATE ON A519:** The clerk advised that she had received a response from Helen Fisher who referred us back to Cllr Winnington and Cllr Keeling regarding plans and proposals for future structural works. As Cllr Toon had instigated this enquiry directly with Cllr Winnington the response had been forwarded to him. Cllr DeQuincey asked that the response was sent to him to pursue further. **Action Clerk**

- 7. Matters requiring attention in the Parish:** Cllr Carver advised that he had received no response to his complaint about the poor finish of some of the resurfacing in Meretown. Cllr Hammond commented that he had not received a response to his complaint that road in front of the church had not been treated. The clerk advised that she had been copied into an email which she assumed had been sent to them advising that an inspection had been carried out. She agreed to forward the email to all. **Action Clerk**

The clerk advised that she had received and shared an amendment to the Meretown Farm planning application 20/32262/FUL showing that it now included a filtered package sewage treatment plant, and the description amended to read, 'The change of use from grazing land to 'glamping' and associated works.' Councillors felt that we should reiterate our previous comments, which they acknowledged seemed to have yielded a positive response. Cllr Carver commented that if the application were passed it would be all the better for having a sewage treatment plant in place. Cllr Hammond agreed that this was the case and this comment should be included with the reiteration of those made previously. The clerk confirmed she would report back to the planners to this effect.

Action Clerk

- 8. ANY OTHER BUSINESS:** Cllr Carver advised that there are new regulations coming into force in September which mean that public sector organisations have a legal duty to make sure their websites and apps meet accessibility requirements. Not only is an accessibility policy required, the website must be tested for accessibility. Cllr DeQuincey advised that this fell into his professional area of expertise and he would arrange an audit of the site to ensure compliance. **Action Chairman**

- 9. CORRESPONDENCE:** No other correspondence received.

- 10. DATE OF NEXT MEETING:** Wednesday 18th November 2020

The meeting was closed by the Chairman at 7:35 p.m.