

UPLEADON PARISH COUNCIL

Minutes of a virtual Zoom meeting of Upleadon Parish Council held on Thursday 03 December 2020 at 7.30 pm.

Present: Cllr H Dunn (Chair), Cllr Mrs W Fabian, Cllr Mrs P Cooke, Cllr M Manning, Cllr Mrs P Turner,

Cllr Dallow joined the meeting at 7.40 pm. Cllr Wood joined the meeting at 7.50 pm.

There were no members of the public present

Public participation

None

5.00 Apologies

Apologies were received from District Cllr P Burford

5.1 Declarations of Interest

There were no Declarations of Interest

5.2 Approval of Minutes – Council meeting 10 September 2020

Approval of Minutes of the Council meeting of 10 September 2020 was proposed by Cllr Mrs Fabian, seconded by Cllr Mrs Turner and unanimously agreed following addition of Cllr H Dunn to minute no.3.8.8

5.3 Matters Arising

3.6.2 Grant to S.A.R.A. The Clerk advised that a letter of thanks had been received from S.A.R.A in much appreciation of the Council's donation.

5.4 Approval of Minutes – Council meeting 15 October 2020

Approval of Minutes of the Council meeting of 15 October 2020 was proposed by Cllr Manning seconded by Cllr Mrs Cooke and unanimously agreed.

5.4.1 Matters Arising

There were no Matters arising

5.6 Correspondence

5.6.1 Motorsport – consultation

Advise that Cheltenham Motor Club has applied to Motorsport UK for an Event Organising Permit to organise and promote a Special Stage rally on Sunday 5 September 2021. Motorsport UK has checked its records of complaints maintained in connection with their role as authorising body for motor sport events held on open

highways and confirms it has had 0 individuals who have individually sought consultation pursuant to Section 12B(2)(e).

Members agreed they had No Objection but that a comment be made regarding giving wider publicity to ensure villagers who were not on the route get early warning of the event so that they may plan an alternative route to travel if required.

#### 5.6.2 New Hospital – consultation

Cllr Mrs Turner proposed in response to the new hospital consultation that the Council should express concern that the number of bed proposed – 24 may not be enough to cater for the numbers of people who might need them particularly given the number of new housing in the Forest of Dean and will there be room on site for expansion should the need arise? This was seconded by Cllr Mrs Cooke and unanimously agreed.

#### 5.6.3 To give consideration to consultation – FoDDC Local Plan 2021-2041 Preferred Option

It was agreed to postpone this matter until a future date when District Cllr Burford could be present. It was agreed to call a meeting on Thursday 17th December when this matter could be fully considered and the Council's District Cllr could attend.

Cllr Wood arrived at the meeting at 7.50 pm.

### 5.7 Finance

#### 5.7.1 Bank reconciliation

Members considered the Council's bank reconciliation and noted its balance currently stood at £6,160.94 credit.

#### 5.7.2 Finance/Sundry payments

Finance & Sundry payments were agreed as follows:

Payments since last meeting:

Chq No. 436 Printerland – replacement drum for printer (consumable) £50.90

Payments for consideration

Royal British Legion – Poppy Wreath (£18.50 cost of manufacture)

Town & Parish Websites – making website framework compliant with WCAG 2.1 regulations	£120.00
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Campaign to Protect Rural England – subscription	£36.00
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The clerk advised that in addition the printer now required a new toner cartridge (consumable) in the sum of £67.67 plus vat

Cllr Manning advised that shortly the battery in the defibrillator needed to be replaced at a cost of approx. £220 plus vat

Cllr Manning proposed a total of £75.00 be approved for the Poppy Wreath including a donation. This was seconded by Cllr Wood and unanimously agreed.

Cllr Dunn lost connection at this point. In his continued inability to re-join Cllr Manning Deputy Chairman took the Chair to continue the meeting.

#### 5.7.3 To give consideration to Budget and setting of Precept 2021/22

Members were furnished with a proposed budget based on income and expenditure during the current year and anticipated income and expenditure to the end of the financial year (March 2021) together with the anticipated overall balance at that time in excess of £4,000. In the absence of any further budget items put forward by Members Cllr Wood proposed that the Precept for 2021/22 be set at £1500.00. This was seconded by Cllr Manning and unanimously agreed.

#### 5.7.4 Appointment of Internal Auditor

The Clerk advised she had contacted the Internal Auditor who had carried out this year's audit and he had confirmed in writing he would be prepared to undertake the internal audit for 2020/21

Cllr Dunn returned to the meeting and re-took the Chair.

### 5.8 Business

#### 5.8.1 Website compliance – WCAG 2.1 regulations

The Clerk advised that the Website provided had undertaken work to make the framework of the website WCAG 2.1 compliant, but had declined to undertake the work to the pages. Whilst originally quoting for the work, they had subsequently found that there was considerable work involved whilst undertaking work to other websites, and found it was not cost effective for them to continue to do so.

The Clerk advised that the new Clerk at Bromsberrow Parish Council who had website knowledge and experience, was undertaking a new compliant website for them, had agreed subject to the Council's approval, to undertake a check of Upleadon's current page content and layout at a cost of £10 and to correct any current issues with instructions how to add content in line with WCAG compliance at £10 per hour, taking approximately 2-3 hours in total.

Cllr Wood proposed approval to this course of action, which was seconded by Cllr Manning and unanimously agreed.

Cllr Mrs Cooke questioned why the Council did not have its own website. It was requested this be put on the agenda for the next meeting.

#### 5.8.2 To give consideration to Plough Operator

The Clerk advised that the Council's current Operator was now deceased and a new Operator needed to be found. Neighbouring Corse Parish Council utilised Mr

Richard Priday. Cllr Dunn advised that he had spoken with Mr Priday and that he was willing to cover Upleadon if required. Cllr Wood proposed Mr Priday be appointed to Plough Operator for Upleadon, which was seconded by Cllr Mrs Fabian and unanimously agreed.

#### 5.8.3 National Association Local Councils – Salary scales 2020/21

The Clerk put forward the National Association of Local Councils Salary scales 2020/21 for Members' information.

#### 5.8.4 Forest of Dean District Council – Climate Change meeting – Cllr Mrs Fabian

Cllr Mrs Fabian reported on the meeting she had attended. Unfortunately nothing was available on the subject matter as the meeting had been taken up in organising the structure and grouping of those in attendance in preparation of going forward with this matter.

#### 5.8.5 Highway issues

It was reported that the pothole at Eden's Hill had been filled but that a further one in the vicinity of "Madams" now needed attention. This to be reported.

#### 5.8.6 Date of next meeting

It was agreed that the next (quarterly) meeting would be on Thursday 11 March 2021

#### 5.8.7 Any Other Business- for information only

There were no items of Any Other Business

This concluded the business of the meeting and it was declared closed at 8.35 pm.