**Wiggenhall St Mary Magdalen** **Parish Council**

**Minutes of the Ordinary Meeting of the above named Parish Council held on 9 July 2020**

**This was a ‘virtual meeting’ in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.**

**The link to the meeting was publicised on the website**

**Present - Cllrs:** R Bone (Chair), B Dent, C Girdler, P Heyes, P Koczerzat, J Morton

Clerk – S Goodwin 2 members of the public present

1. **Apologies for absence**

None

1. **Minutes of Meeting**

 11 June 2020. Having been circulated previously, it was then agreed that the minutes were a true and accurate record of the meeting

1. **Declarations of Interest and Requests for Dispensations**

None

1. **Public Speaking**

 Recently repaired pot-holes may need to be repaired again. Situation to be monitored

1. **Matters arising (for information only)**

10.20 Dog bins installed by Cllr Heyes and letter of thanks received by him from S Wilkinson

184.19 a) Speedwatch is to resume with Covid 19 protection procedures and retraining to take place before first check

 b) SAM2 to be moved with social distancing compliance

1. **Correspondence (for information only)**

a Clock had been serviced and report received. Invoice received for extra time spent recalibrating the mechanism.

1. **Highways**

a Fen Road was resurfaced in June. Concerns about road edges to be passed to Highways as an urgent matter as it is possible that vehicles could tip off road as road edge is 12-18 inches above grass verge in some places. Pot-holes in Mill Road still to be done. Rubbish at top of Mill Road is still encroaching onto pavement. Grass growing through recent repairs in Burnt Lane

b Environment Agency improved Footpath 13 at the top of Prophets Alley. Handrail with toe board installed along this section to aid stability for users. Letter of thanks to be sent

c Invitation received to apply for items under Parish Partnership 21/22. Matter to be on November agenda

d Notification received that 20 Stow Road is to be renamed ‘The Old Garage, 20 Stow Road’

1. **Paddocks and Woodland Trust**

a Hannah Joy from Woodland Trust to attend meeting at the site on 13 July with as many councillors as possible in attendance.

b Paddocks and tracks had been topped on 5 June, Clerk had visited plots and noted that a tree branch needs to be removed so that track can be reinstated in straight line alongside dyke for plots 40 – 60. Track also needs to be 4m wide all the way along. Further topping advised for later this year.

1. **GDPR Policies Review**

a Transferable Data Policy reviewed and accepted with no amendments

b Social Media Policy reviewed and accepted with no amendments

c Information Data Protection Policy reviewed and accepted with no amendments

d Document Retention and Disposal Policy reviewed and accepted with no amendments

1. **Playing Field Contract**

Following request from S Wilkinson (Chairman Magdalen Village Hall Committee), it was agreed to include trimming of verge at Village Hall in playing field contract with additional cost of £8 plus vat.

1. **Planning**

aNo applications received

b Planning application 20/00512 Proposed single storey extension at Brights Barn, Stow Road, approved by Borough Council, 24 June

c No comment to be sent in response to letter from Cllr Moriarty concerning sifting of planning applications.

1. **Finance**

a Resolved to accept monthly accounts to 30 June. Cllr Heyes had checked them against bank statements.

b Resolved to pay schedule of payments



Cllr Morton had checked invoices against payment schedule before the meeting

c PKF Littlejohn – external auditors, had requested confirmation that exemption from audit was not going to be claimed. Clerk had confirmed that Limited Assurance Review to be conducted by them as in previous years

1. **Councillors Concerns and Future Agenda Items**

Woodland Trust, Village Hall, Fen Road repairs to be on next agenda

1. **Public Speaking**

Clarification sought as to where meeting with Woodland Trust is to take place

1. **Date of Next Meeting**

10 September

Meeting closed at 8.20pm

Signature …………………………………………… Date …………………………………..