

Minutes of a meeting of Upleadon Parish Council held on Thursday 6 September 2018 at Upleadon Village Hall at 7.30 pm

Present: Cllr H Dunn (Chairman), Cllr M Manning, Cllr P Dallow, Cllr Mrs P Turner, Cllr E Wood, Cllr T Webster

3.00 Apologies

There were no apologies

3.1 Declarations of Interest

Cllr Mrs Turner declared an interest in agenda item 8.5 Future of Upleadon Village Hall and stated she wished to give information about the future of the Hall as a Member of and on behalf of the Village Hall Committee.

3.2 Casual vacancy – to give consideration to any applications to fill

Cllr Dunn advised that two valid applications had been received to fill the vacant seat. The Clerk read letters of application from both candidates – Mrs Pauline Cook and Mrs Wendy Fabian, both village residents. Cllr Dallow proposed that both candidates be approved for consideration which was seconded by Cllr Webster and unanimously agreed. Cllr Dunn proposed that Standing Orders be temporarily suspended for the duration of this agenda item relating to voting by a show of hands, and that a ballot be taken to decide on the successful candidate. This was seconded by Cllr Mrs Turner and unanimously agreed. A vote was taken by this manner resulting in an absolute majority for Mrs Fabian (4 votes to 2) and she was therefore duly co-opted onto the Council. It was unanimously agreed that as Mrs Fabian had been unable to attend the meeting of the Council, she would be permitted to sign the Declaration of Acceptance of Office at a later date, prior to the next meeting.

3.3 Approval of Minutes – 10 May 2018

Approval of Minutes of the Council meeting of 10 May 2018 was proposed by Cllr seconded by Cllr Manning, seconded by Cllr Dallow and agreed by 4 votes in favour, 2 abstentions.

3.4 Matters Arising

There were no matters arising

3.5 Approval of minutes of Extraordinary Council meeting – 2nd August 2018 (Planning only)

Approval of minutes of the Extraordinary Council meeting of 2nd August 2018 (Planning only) was proposed by Cllr Dallow, seconded by Cllr Manning and agreed by 5 votes in favour, 1 abstention.

3.6 Finance/Sundry Payments/Bank Reconciliation

The Clerk advised that there were no payments for consideration, however a cheque had been raised following approval at the last meeting, to register with the Information

Commission, in the sum of £35.00. The Clerk advised that on payment discovered the fee had increased to £40.00 and therefore a cheque in the sum of £5.00 had been raised meet the balance of the payment.

Members were furnished with a bank reconciliation to the latest bank statement.

3.7 Correspondence

3.7.1 Voneous – update on improved broadband provision

Members concluded that little activity had taken place in the village of late with regard to the provision of improved broadband provision although representatives from Voneous had made contact with villagers with regard to signing up to a package. It was agreed to ascertain the position at the next meeting in early December.

3.8 Business

3.8.1 To give consideration to Planning applications received

The Clerk advised that none had been received.

3.8.2 General Data Protection Regulations 2018 including Privacy Notices

The Clerk updated members on the latest position regarding General Data Protection Regulations 2018 for the Council and draft Privacy notices were considered for approval. Cllr Dunn proposed approval of the Privacy notices which was seconded by Cllr Mrs Turner and unanimously agreed.

3.8.3 Parish Council website – updating re General Data Protection Regulations 2018

Advise of procedures to update the Council's website to make it compliant with General Data Protection Regulations to include an up to date cookie policy with removal or replacement of features that set 3rd party cookies - this can be undertaken at a cost of £60.00. Further an IMAP email account can be set up where all messages are backed up and encrypted so compliance made with GDPR requirement for data security – this can be undertaken at a cost of £2 per month per account for 2450mb of storage plus a £60 (or £30 if there is an existing POP account) set up fee regardless of the number of accounts.

Cllr Wood proposed that approval be given to the cost proposed in order to make the Council compliant. This was seconded by Cllr Manning and unanimously agreed.

3.8.4 Amendments to Model Standing Orders

The Clerk advised of a number of amendments made to the Model Standing Orders, some relating to the new General Data Protection Regulations.

Cllr Dunn proposed adoption of the amendments which was unanimously agreed.

3.8.5 Future of Upleadon Village Hall

Cllr Mrs Turner advised that the current lease on the Village Hall which was owned by the Church was coming to an end in 2023 and the Village Hall Committee had been looking at options on the way forward with regard to the Hall's future. There were two main options to consider – whether to retain the current Hall and look to refurbishment or to look at selling the site for redevelopment and to look for a new site on which to build a new hall to a greater and enhanced specification. Cllr Mrs Turner added that currently the Committee could not access any grant funding to improve the Hall in its current state because the current lease was coming to a close. The Village Hall Committee was seeking the views of the Parish Council on this matter.

Cllr Wood proposed the Village Hall should look to try to extend the current lease and to apply for lottery funding to build a new hall or improve the existing facilities at the current hall. This was seconded by Cllr Manning and agreed by 4 votes in favour, 1 against. Cllr Mrs Turner abstained from voting.

3.8.6 Highway matters

A hedge obstructing the view of traffic/pedestrians at Octagon Cottage at The Cross was raised. Cllr Dunn advised he would speak with the owner with a view to getting the hedge cut back.

3.8.7 Date of next meeting

It was agreed that the next meeting would be on Thursday 6 December 2018.

3.8.8 Any Other Business

1. It was stated that the postcode of location on the defibrillator outside the Village Hall was difficult to read.
2. The noticeboard was in need of revarnishing prior to the approaching winter months.

Cllr Manning to attend to these matters.

3.8.9 This concluded the business of the meeting and it was declared closed at 9.00 pm