



## Minutes of the Meeting of Hilldale Parish Council

Thursday 4<sup>th</sup> March 2021; 7.00pm by electronic communication under the provisions of Section 78 of the Coronavirus Act 2020

**Participants:** Cllr G Ward (Chairman) (GW) Cllrs Whittington (DW), Stuart Ashcroft (SA), Ian Bell (IB), Trish Grimshaw (Parish Clerk) (PG)

**1. Apologies:** None

**Welcome:** The Chair welcomed all to the meeting.

**2. Declarations of Interest and Dispensations:** Cllr Bell raised a declaration of interest in relation to item 3; flooding issues on Beechfield. Cllr Ward and Cllr Ashcroft raised declaration of interests in item 12; as members of HCA.

**3. Public Participation –** Mr Ashton raised written concerns regarding the installation of drainage channels across Hillside Avenue/ Beechfield which he felt may increase the volume of water in the drain which could result in flooding.

It was resolved that united utilities should be contacted to establish the nature of the work that was carried out and to establish which grids run into the rainwater system and culvert.

**4. Minutes of the Previous Meeting 7/01/21:** These were agreed as a correct record; proposed by Cllr G Ward and seconded by Cllr S Ashcroft and will be duly signed by the Chairman.

**5. Parish Clerks Report:** The Clerk provided a verbal summary of the work which has been undertaken since the last meeting (report previously circulated).

**6. To discuss dogs and dog fouling and agree the priorities and actions required:** Following discussion it was resolved:

to monitor the situation; continue pursuing the issue with WLBC; remove any bird food/feeders from the field which are a potential hazard for dogs and children; the Clerk to order two new signs for the field as per the estimate from digital impressions reminding dog owners to pick up; to raise the issue on the next Parish Council newsletter.

**7. To discuss and agree a protocol to enable hall opening when COVID-19 Regulation's permit.** It was resolved that once Covid regulations permit, hirers will need to ensure they comply with the village hall's terms and conditions ensuring risk assessments are undertaken incorporating appropriate covid secure measures. It was resolved to offer a booking package of 4 hours use of the hall and kitchen at a charge of £45.00 to include a 2-hour professional clean.

**8. To discuss and decide the use of a contract cleaning company for the village hall.** It was resolved to continue with the contract cleaning company. The Clerk advised of the minimum call out fee of P & R Cleaning services who undertook the deep clean of the hall (£36.00 plus VAT for 2 hours).

**9. To discuss and agree a schedule of maintenance jobs to be carried out during hall closure.** It was resolved to arrange for a handy man to undertake the following maintenance tasks prior to reopening – fit a toilet roll holder (men’s toilets) and new paper towel dispenser (kitchen); paint the skirting boards in the hall; order and fit a hand sanitiser station to the wall; fit a new lock to the disabled toilet.

**10. To discuss and consider the installation of the A frame by Playsound this financial year**

It was resolved to establish the end of year budget position in order to consider installing the A frame and base prior to year-end. It was acknowledged that the Parish Council has already committed to install the frame with Playsound as per minute 8 from the Parish Council meeting held on 7/1/21.

**11. To agree the quotation received from Laurence for the removal and disposal of the fencing surrounding part of the junior play area**

It was resolved to accept the quotation from Laurence and to request a further price for the removal of the wooden A frame.

**12. To discuss and agree the installation of acoustic noise control panels as per quotation dated 18.02.21 and make a decision regarding funding partners**

It was resolved to go ahead with the installation of the acoustic panels, HCA will if able make a retrospective contribution towards the panels in the new financial year.

**13. Items for information - reports from outside bodies**

These were previously circulated and noted.

**14. To receive an update on Parbold Landfill campaign**

Cllr Whittington provided an update on the Parbold Landfill project which has been referred back to the development committee.

**15. Planning Matters – to discuss and decide a response to Cowman’s Cottage**

It was resolved that the Clerk request planning committee investigate concerns expressed by the Parish Council regarding development at Cowmans cottage which may be in breach of planning.

**16. To consider and approve the schedule of accounts for payment - approved**

**17. Financial reports – to ratify accounts and authorise payments - approved**

**18. To pass a resolution to agree the Parish Council standing orders - approved**

**19. To pass a resolution to agree financial regulations 2020/21 - approved**

**20. To pass a resolution to agree risk management policy statement - approved**

**21. To pass a resolution to agree the internal auditor and fee – it was resolved to appoint Ian Edwards following his quotation of £100**

**22. To pass a resolution to agree the risk management register - approved**

**23. To pass a resolution to agree the parish council asset register 2021 - approved**

**24. To pass a resolution to set date of the Annual Parish Council Meeting (prior to 1/6/21) –**  
it was resolved to set the date of the annual parish council meeting as 13/05/21.

**25.To pass a resolution to agree the dates of the Parish Council Meetings for the year**  
**2021/22** – it was resolved to set the 2021/22 dates; 13/05/21; 1/7/21; 2/9/21; 4/11/21; 2/12/21;  
6/1/22; 3/03/22

**Clerk: Trish Grimshaw**

**E mail: Clerk@hildaleparishcouncil.com**

There being no further business the meeting closed at 20.46

**Signed** .....

**G WARD, CHAIRMAN**

**Dated** .....