

**BRENT KNOLL PARISH COUNCIL**[www.info@brentknoll.co.uk](mailto:www.info@brentknoll.co.uk)**Clerk to the Parish Council****Owen J Cullwick****7, Roscarrack Gardens****Falmouth****Cornwall****TR11 4FH**[clerk@brentknollpc.co.uk](mailto:clerk@brentknollpc.co.uk)

**Minutes of the of Brent Knoll Parish Council VIRTUAL meeting that was held 1<sup>st</sup> July 2020 commencing at 7pm when the following business was transacted.**

**Present:** Councillors Cllr M Borland,( Telephone Link) Cllr W Camp, Cllr R Filmer, Cllr B Freestone, Cllr J Harper, Cllr A Hurkett, Cllr D Knott , Cllr C Townsend ( Chairman) Cllr C Trivett Bill , Cllr N Summers. The Clerk Owen Cullwick 2 members of the public and 4 prospective candidates for the vacancy on the Parish Council.

*“Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal opportunities (race gender, sexual orientation, marital status and any disability) Crime disorder and Human Rights.*

*The Parish Council has agreed to film all public meetings in accordance with the legislation Draft Regulations laid before Parliament under section 43(3) and (4)(i) of the Local Audit and Accountability Act 2014.*

**42/20: APOLOGIES FOR ABSENCE**

Apologies received and accepted from Cllr Andrew Gilling District Councillor

**43/20: TO RECEIVE DECLARATIONS OF PREJUDICIAL AND PECUNIARY INTEREST**

Cllr Filmer declared a personal interest on matters relating to Sedgemoor and County as the elected Councillor for the District and the County.

**CONFIRMATION OF MINUTES**

**44/20:** The minutes from the meetings on 3<sup>rd</sup> June and 17<sup>th</sup> June were approved unanimously.

**45/20: CO-OPTION OF A PARISH COUNCILLOR TO FILL THE VACANCY****The Process**

4 Candidates were invited to attend this meeting and were invited to answer 3 set questions from members of the Parish Council having pre circulated their resume and application details.

Round 1 Voting: Andrew Holmes and Amanda Reason were shortlisted to round 2

Round 2 Voting: **Andrew Holmes** was elected to serve on the Parish Council for the remainder of the current electoral term until 2023 when normal elections are required. The Chairman was asked to use his casting vote understanding order rules to decide on the outcome due to a tie between the two final candidates.

**Andrew Holmes** was welcomed by the Council and will be able to fully participate in Council decisions once the declarations of Office are signed together with register of interests.

#### **46/20: PLANNING CONSIDERATIONS**

There were no planning considerations to be discussed at this meeting.

#### **47/20: COUNTY AND DISTRICT COUNCILLOR REPORT**

**Cllr Filmer updated the** Parish Council on the following matters

##### **District and County**

- (a) Current R Value regarding the infection rate now stands at 0.6
- (b) Work continues on Climate Change consultations
- (c) Unitary consultations continue
- (d) Preparations for Caravans Holiday units etc. to safely open July 4th

#### **48/20: Footpaths Report**

- (a) There has been a report that there is a locked gate on the bridle way it is chained with a 5 digit combination lock ( Cllr Freestone Will Investigate) we can then report back to the resident who alerted us This is now reported as open
- (b) The Lower part of Manor house which is due for some gates to be installed as part of a re directed footpath (Now Completed) together with Marker posts in Battleborough Lane
- (c) The Gate on entry to Berry's field needs adjustment opposite the Tennis Club Cllr Townsend has checked it out and found it to be satisfactory
- (d) The footpath has been strimmed from the Church to the Knoll
- (e) Strimming needed vegetation on land at the bank of the tanks at Windy Ridge due to the land owner being incapacitated with health matters
- (f) The clerk received an email from a resident regarding both Battleborough Lane and the recently re located footpath on the lower part of the Manor House.

#### **49 /20: Highways Report**

- (a) Nothing to report a this meeting

#### **50/20: Village Green/ Toilet Block and Car Park**

**Toilet Block:** All seems in good order except Hand dryer not working in gents

**Green:** items as follows

Entrance fencing needs new painting treatment  
 Over grown under new fence (Jason has agreed to spray)  
 Benches need treatment  
 Bamboo over growth from Neighbouring property (Jason to cut back on our side)

Neighbour wishes to remove a bough from Acacia Tree hanging over his garden and would be prepared to share cost of tree removal Members to consider this proposal before September Meeting.

Glass bottles and canisters recently found near picnic benches and some areas of the play equipment. cleared by Cllr Filmer

Request: for VJ Day get together request for use of green. Cllr W Camp raised the matter of safety in the current crisis and also the toilet block facility. Clerk will write to organisers and allow them use provided they take the appropriate safety precautions.

Cllr A Holmes will be assisted by Cllr Freestone in doing the green checks in July. Also Clerk and Cllr N Summers to provide a checklist for all checks to assist the Councillor and to maintain a paper trail. Frequency of these checks needs to be considered in September also

#### **Play Equipment:**

No current issues other than know items

**Car Park:** No Issues of concern.

#### **51/20: GB Sports report**

Will be circulated upon receipt

#### **52/20: FINANCIAL CONSIDERATIONS**

The Clerk informed the Council that delegated powers to deal with Finance payments will revert to meeting decisions from September now that virtual meetings have settled into a routine until the situation allows normal activity.

#### **53/20: MATTERS OF CONSIDERATION**

##### **SID Update:**

Recent testing of this unit has revealed further issues and problems association with battery charging and detections. This will be tested again on 2<sup>nd</sup> July . and if it fails the unit will either be returned or a request made for the supplier to visit the site

##### **Additional Dog Bin Provision**

Cllr Townsend and Cllr Freestone have identified a site opposite the Tennis Club into the footpath as the most suitable location for the unit to be placed. The final decision with costs will be made at the September meeting

##### **Accounting Software**

The Clerk has been trialling new software recently with Scribe and this will be reported on in September.

##### **Telegraph Pole Church Lane**

This unit opposite the Glebe Field is currently covered in overgrown debris and needs to be dealt with. Clerk has contacted Wales and West utilities and if no action is forthcoming will report it to Open Reach for their action to be taken

Communications Policy: with a couple of amendments will be finally agreed in September.

Website Working group Cllr Townsend. Cllr Freestone and Cllr Hurkett to consider the new legislative framework including Disability access Statements and minor changes to the current Website. This will be done with Dave Mcmillan the website developer.

Housing Development in Station Road updates etc.

**NEXT MEETING**

The Next Virtual meeting on September 3<sup>rd</sup> 2020 with provisional meetings for urgent matters only on 15<sup>th</sup> July, 5<sup>th</sup> August 19<sup>th</sup> August 2020. Meetings will all be virtual unless notified to the contrary.