

Minutes of the Extraordinary Meeting of Belbroughton and Fairfield Parish Council held by video conference on 30th March 2020.

Present: Cllrs. S Danks, A Hood, G Ingram, A Mabbett, S Nock, G Parsons, S Patchell and, S Pawley. Clerk J Farrell. District and County Council Cllr. K.May.

In the absence of Cllr. Morgan the Vice-Chairman Cllr. Nock chaired the meeting.

78/20 Apologies

Apologies were received and accepted from Cllrs. B Allington, J Boswell, A Homer and Dr R Morgan.

79/20 Declarations of Interest None. **80/20 Dispensations** None.

81/20 Meetings

In view of the present ban on holding meetings due to the Covid-19 health crisis:

- a. Council approved the holding of future Council and Committee meetings by video conference facilities (if such are available), during periods when face to face meetings are not possible.
- b. Council approved the postponement of the Annual Parish Meeting for up to three months.
- c. Council approved the postponement of the Annual Parish Council Meeting for up to three months.

82/20 Scheme of Delegation

Council approved the following additions to the Council's Scheme of Delegation:

- a. To delegate the postponement of future meetings of the Council or its Committees to the Clerk should this be required, in consultation with the Council Chairman, or in his absence the Vice Chairman. Should the clerk be unavailable the Chairman, Vice-Chairman and Chairman of the Finance Committee would make the decision by majority. They would also arrange the 'clerking' of meetings in the clerk's absence.
- b. If required the Clerk may respond to planning applications, after consultation via electronic means with members.
- c. The Finance Committee is permitted to authorise the clerk by electronic means to make payments in accordance with an agreed listing.
- d. Should the Finance Committee be unable to meet, to permit the clerk to spend specific items as set out in the Parish Council's budget*, any such payments to be reported to the Council at its next meeting. (*This power is held in the Financial Regulations).

83/20 Parish Council Tenants

Due to the Covid-19 health crisis, Council agreed by 4 votes in favour, 0 against and 4 abstentions to a motion to offer all of the Council's tenants a three month break in rental payments. This would reduce income from the Council's land assets by £4,144 (£1,930 for the year ending 31st March 2020 and £2,214 for the year ending 31st March 2021.).

Action: the clerk to inform the Fairfield Villa Football Club, The Deli, Belbroughton and, the thirteen Farm Business tenants.

84/20 Annual Governance and Accountability Return 2019/20

- a. Council noted that the internal audit procedures may be delayed and that the external audit deadline date is now extended from 30th June 2020 until 30th September 2020.
- b. Council agreed that if required the Annual Governance Statement and Accounting Statements forms, after approval of a full Council, will be posted to and then signed by the Chairman and Clerk.

85/20 Councillors' Items

Cllr. Pawley advised that she had been approached by a resident offering to assist with upkeep of Belbroughton should other contractors be unavailable. Cllr. Patchell also offered to assist.

Council acknowledged and was grateful for these offers, but could not sanction what would be seen as non-essential activities during the current health crisis.

Cllr. Pawley requested that maintenance of the villages was placed on a future Council agenda.

Cllr. Mabbett advised of apparent issues residents of School Drive, Fairfield were having over contractors gaining access to the Fairfield First School extension building project.

C.Cllr. May advised that she was in contact with the parties involved and would inform the clerk of the outcome of these ongoing discussions.

Cllr. Mabbett requested that a future Council agenda considers assistance for local businesses which were incurring financial difficulties during the present health crisis.

Cllr. Patchell advised that during the health crisis Parish Council actions, and those of local people who are setting up 'help groups' should ensure they follow all government guidelines and regulations on social distancing and volunteering.

Cllr. Danks advised that notwithstanding the health crisis the Worcestershire County Council - Pinches No.4 Quarry Application will require a response from the Parish Council by the extended date of 7th April 2020.

Action: the clerk advised that the response remained set to be on the 6th April Council agenda for consideration.

The meeting was closed at 8.10 pm

..... Chairman

DRAFT