

**MINUTES OF KEYWORTH PARISH COUNCIL MEETING HELD BY AUDIO AND VIDEO
CONFERENCE ON MONDAY 21ST SEPTEMBER 2020 AT 7.00PM.**

PRESENT:

Chair: Cllr Armour

Parish Councillors: Cllrs Atack, Baker, Bell, Butler, Clarke, Fitzgerald, Kemp, Millband, Oakley, Tuttey, Watts, Wells.

Staff: Emma Tillyard (Clerk), who minuted the meeting

Also present: One member of the public; Borough Cllr Edyvean

21/8892 Apologies

Apologies had been received from Cllrs Grice , Lowe and Takel and the reasons for absence were **ACCEPTED**. Borough / County Cllrs Inglis and Cllr Cottee also sent their apologies.

21/8893 Declarations of Interest

Cllrs Armour and Millband declared an interest in item 21/8898 below - schedule of payments / reimbursements (Reimbursement of monies paid to shopping volunteers, Donation to KCP foodbank respectively).

21/8894 Minutes

- a) Full council minutes dated 1st June 2020. The minutes of the Full Council meeting on 1st June 2020 were **APPROVED** as a true record, to be signed by Cllr Armour as soon as possible.
- b) Finance & Risk Committee minutes dated 15 June 2020 - **NOTED**
- c) Planning Committee minutes dated 22nd June 2020 - **NOTED**
- d) Planning Committee minutes dated 20th July 2020 - **NOTED**
- e) Finance & Risk Committee minutes dated 27th July 2020 - **NOTED**
- f) Planning Committee minutes dated 17th August 2020 - **NOTED**
- g) Finance & Risk Committee minutes dated 7th September 2020 - **NOTED**

21/8895 Matters Arising

None.

21/8896 Review of regulations / procedures

Review of the Communications Policy

The revised policy was **APPROVED**, subject to the wording in section 10 of the policy being amended to read:

“The communications team will consist of five councillors plus the Clerk.” See Appendix 1.

The updated membership of the working group was **APPROVED** as: Cllrs Armour, Atack, Baker, Bell and Millband plus the Clerk.

It was also **NOTED** that according to Code of Recommended Practice on Local Authority Publicity, "13. The purchase of advertising space should not be used as a method of subsidising voluntary, public or commercial organisations".

Therefore caution should be exercised in future, particularly in respect of items included in the Parish Council's pages in the Keyworth News as this is paid-for advertising.

It was further **NOTED** that the Clerk and Clerical officer workload is too high to help with comms and social media, so members of the working group will be responsible for finding and creating news items per the comms policy.

21/8897 Correspondence

The following items had been included in the briefing notes for the meeting:

- a) Email from resident re: Phone box on Nottingham Road - **NOTED** and to be considered for a resolution under agenda item 8.a.
- b) Antisocial behaviour on the Rectory Field - **NOTED**
- c) Request from Cllr Bell re: former British Legion Building - **NOTED**
- d) Suggestion re: street naming on Bunny Lane - **NOTED**
- e) Countryside Hedges being cut in July - **NOTED**
- f) Request from managers of KUFC teams to practice football on the Rectory Field - **NOTED**. Keyworth United Football Club's request to use the field is no longer current as their usual facilities are now available. It was **NOTED** that if the COVID-19 restrictions continue until Summer 2021, a plan should be put in place in respect of sports clubs which may request to use the Rectory Field.

21/8898 Finance

A schedule of payments and reimbursements, included in the briefing notes for the meeting, was **APPROVED** - see Appendix 2.

21/8899 Agenda Items

- a) Resolution – Whether to adopt Phone box on Nottingham Road - Council **RESOLVED** to adopt the phone box at a cost of £1
- b) Resolution - Litter pick day 26th September 2020 - Council **RESOLVED** that it is a council event

- c) Resolution - Autumn charity 31st of October 2020 - Council **RESOLVED** that it is a council event
- d) Resolution – To retire the interests book - Council **RESOLVED** to retire the interests book
- e) Table Tennis Club request for £300 donation for defibrillator - Council **APPROVED** a donation and amended it to £400 with the proviso that the defibrillator is placed on the outside of the building to make it available to members of the public.
- f) KPC COVID-19 response review - Cllr Oakley joined the meeting during this item, having had technical difficulties. A discussion was held about reconvening the COVID-19 working group to discuss the ongoing role of the parish council and the community. It was **NOTED** that posters need updating.
- g) NHS thank you suggestion - It was **NOTED** that a resident of Plumtree had called to say he would like to donate money to the Air ambulance to have a helicopter land on the Rectory field to say thank you to the NHS, as well as a fire engine and police car. The Clerk had thanked him for his suggestion and advised that the possibility of holding such an event would have to be assessed when the government has lifted restrictions on gatherings of people. Cllr Millband added that this event would also thank volunteers.
- h) Updated meetings schedule - The proposed updated meetings schedule was **NOT APPROVED**; to be revisited at a future meeting after Staffing Sub Committee have met. It was **NOTED** that the 5 October Finance and Risk Meeting will need to be cancelled due to Clerk workload.

There being no further business, the Chair closed the meeting at approximately 8.15 pm.