

**MINUTES OF KEYWORTH PARISH COUNCIL MEETING HELD IN THE
CENTENARY LOUNGE ON MONDAY, 16th March 2020 AT 7.00PM.**

PRESENT:

Chair: Cllr Armour

Parish Councillors: Atack, Clarke, Fitzgerald, Grice, Lowe, Millband, Self, Tuttey, Wells.

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

Also present: 3 Members of the Public including Mr Singh.

20/8876 Apologies

- ❑ Apologies had been received from Cllrs Kemp, Oakley, Takel and Watts, County Cllr Cottee, Borough Cllr Inglis and the reasons for absence were **ACCEPTED**. Apologies had been sent from Borough Cllr Edyvean by email before the meeting, but not received until afterwards.

20/8877 Declarations of Interest

- ❑ There were no declarations of interest.

20/8878 Presentation from pharmacist Mr Singh re: Coronavirus

NOTED. Item h) under correspondence also refers.

A discussion took place.

Cllr Armour proposed a motion that, in line with Rushcliffe Borough Council, all KPC meetings are cancelled until further notice. Future actions will be guided by advice from central government. Council **RESOLVED** by a show of hands to **APPROVE** this recommendation.

Cllr Armour and the Clerk explained that some councils are passing a resolution to temporarily delegate power to the Clerk and and/or finance officer, in discussion with council members and the chair, as follows:

"In response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk / and or RFO as appropriate shall have delegated authority to make decisions on behalf of the council where

such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. This will be carried out where possible by consultation with members by electronic means or telephone. The Clerk / and or RFO as appropriate will further consult with the chairman for guidance as necessary. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place."

Council **RESOLVED** by a show of hands to delegate powers in the manner outlined above.

Some residents have contacted KPC about the Parish Council's response to COVID-19.

Council **RESOLVED** by a show of hands to take the following action: Form a COVID-19 Working Group to coordinate volunteers and other groups in the village. Cllrs Armour, Atack, Clarke, Grice, Lowe and Millband offered to form this group. Mary Butler (who was a member of the public at this point) also offered.

Mr Singh left the meeting at this point.

20/8879 Presentation from John Lewis re: Incredible Edible

Postponed until later in the year.

20/8880 Minutes

- ❑ The minutes of the Full Council Council meeting on 20.01.20 were **APPROVED** by a show of hands and signed by Cllr Armour as a true record.
- ❑ Planning Committee minutes dated 3.2.20 were **NOTED**.
- ❑ Finance & Risk Committee minutes dated 10.2.20 were **NOTED**.
- ❑ Planning Committee minutes dated 2.3.20 were **NOTED**.

20/8881 Matters Arising

- a) Local plan part 2 - Cllr Armour gave an update following her meeting with Robert Galij from Barratt Homes and Dave Mitchell from RBC. **NOTED**.
- b) Council vacancies update - Cllrs Armour, Fitzgerald, Grice and Wells and the Clerk interviewed four applicants for the council vacancies and recommend that council co-opt Geoff Baker, Ian Bell and Mary Butler. After due consideration, Council **RESOLVED** by a show of hands to **APPROVE** this recommendation. The fourth applicant will be considered along with any other applications should a future vacancy arise.

- c) Committees and working groups - REVISED list. After due consideration, Council **RESOLVED** by a show of hands to **APPROVE** the revised list membership of the committees and working groups.
- d) Committees and working groups terms of reference - After due consideration, Council **RESOLVED** by a show of hands to **APPROVE** the terms of reference for the Facilities Oversight Working Group, Events Working Group, Communications Working Group and Burial Ground Working Group.
- e) Disability Liaison Officer role description - After due consideration, Council **RESOLVED** by a show of hands to **APPROVE** the role description.
- f) Alcohol licencing - The application has been approved and KPC staff can now authorise hirer's applications to sell alcohol at events on KPC premises.
- g) Armed Forces Covenant - After due consideration, Council **RESOLVED** by a show of hands to **APPROVE** for Cllr Armour to sign the Covenant on behalf of council as is, with no amendments.

20/8882 Correspondence

- The following items had been included in the briefing notes for the meeting:
 - a) Email from RBC re: Consolidated Parking Order. **NOTED**
 - b) Email re: Great British Spring Clean 2020. **NOTED**
 - c) Email re: Public consultation on the Nottinghamshire and Nottingham Waste Local Plan - **NOTED**. Consultation period is 27th February to the 9th April 2020.
 - d) Email re: MyNotts app. **NOTED**
 - e) Email re: Minerals Local Plan. **NOTED**
 - f) Email re: Campaign for the Local Electricity Bill. **NOTED** and to be considered for a resolution under item 10 of the agenda.
 - g) Emergency Preparedness in Keyworth. **NOTED**
 - h) Flood Briefing. **NOTED**
 - i) Funding Bulletin. **NOTED**
 - j) Coronavirus update from NALC. **NOTED**

20/8883 Finance

A schedule of payments and reimbursements, included in the briefing notes for the meeting, was **APPROVED** - see Appendix 1.

20/8884 Agenda Items

- Village Signs – As Cllr Oakley is leading on this matter, in her absence it was **AGREED** to postpone consideration of this item to a future meeting.

- ❑ Campaign for the Local Electricity Bill - Council members felt they did not have enough information to make an informed decision. Clerk to write to 'Power for People' to request further information.
- ❑ VE day events - Cllr Armour asked Cllr Millband to give a brief outline of the activities, assuming they still go ahead under current circumstances.
 - Cllr Millband said the activities would be a two-day event and would include: an indoor picnic, a spitfire flyover, a bugler, bagpipes, a cry for peace, Church openings, an evening event and contributions from the WI; the Peace Garden being opened.
 - Approximately 200 people are expected to attend the indoor events, by ticket.
 - The event will cost £800 and will be funded mostly by donations.

After due consideration, Council **RESOLVED** by a show of hands that Cllr Millband is authorised to organise the VE day celebrations on the Council's behalf.

- ❑ Report on accessibility of facilities in the village - Report from Cllr Watts, in his role as unofficial Disability Liaison Officer, pending role description being approved. **NOTED.** It was suggested that KPC could send a letter to suggest improvements to the relevant facilities in the village.

There being no further business, the Chair closed the meeting at approximately 8.10 pm.