

## Minutes of the virtual meeting held on Tuesday 24<sup>th</sup> November 2020 at 7.00 pm

**Present:** Cllrs. R. Hill (RH), Dawn Hall (Dawn), David Hall (DH) & N. Collen (NC).

**In attendance:** LJ Campbell (Clerk) and Cllr R. Jackson (RJ).

In the absence of HN, NC chaired the meeting.

**1. Apologies for acceptance and approval.**

Received and accepted for Cllrs. H. Nall, S. Sharpe and J. Rooney.

**2. Declarations of interest**

There were no declarations of interest.

**3. Minutes of the last meeting**

Minutes of the meeting held 27<sup>th</sup> October 2020 were approved as a true record and will be signed by the Chair.

**4. Clerk's update:** The Clerk emailed Reverend Phil and the Cliffords to confirm that the closed cemetery maintenance contract will be moved over to NSDC in April 2021. The NSDC has been invoiced £840 for year 20-21 cemetery grounds maintenance and agreement confirmed in writing. The website has been updated with the latest Minutes. The village notice board and village hall keys have been handed to JR. The Clerk has received the bank mandate forms from CCLA which will be completed and sent to RN and NC for signing.

**5. Coronavirus:** It was agreed to put up a Christmas tree and lights, David H will arrange to get it up; the PC agreed to a £200 budget. The clerk was asked to investigate how much money can be spent per parishioner using 137 funds as well as identifying any other CV19 funds which can be used to care for parishioners over the Christmas period.

**6. Reports from NCC Councillors & NSDC Councillors:** RJ reported that Nottingham is expected to go into CV19 Tier 3 from 2<sup>nd</sup> December. There are presently CV19 grants available from NSDC (Clerk to investigate). RJ confirmed that the sign off meeting for the completed railway lake outfall works is still ongoing; Mike Hanking has a few issues to attend to before being able to sign it off – RJ will monitor it and keep the PC apprised.

**7. Questions from the Public.**

No members of public present

**8. Financial Matters:**

**8.1 To approve payments:** three payments totalling £1688.65 were authorised.

**8.2 To note receipts:** The Clerk confirmed that two deposits have gone through the bank: the Precept of £6422 and £200 from Hov News – Clerk was asked to check when the payment to Hov News was made and then a decision will be made as to whether that amount should be shown as a reversal.

**8.3 Budget Monitoring:** The Clerk was asked to prepare a proposal for the PC which included: the tree works quotes, maintenance and refurbishment for the playpark, a list of all income/expenditure and other costs, VH maintenance forecast, election costs and the restocking of the flood defence shed; this will need to be sent prior to the January meeting so that Councillors can review and agree on a Precept in time to meet the 31<sup>st</sup> January 2021 deadline. Dawn will investigate funding from the NCC 'Greener, Safer, Cleaner' initiative; the next one opening in March/April 2021 is 'Safer'.

**8.4 Bank Reconciliation:** The Clerk has received the latest bank statement from the previous Clerk and updated the bank reconciliation which was sent to all Cllrs electronically.

**8.5 Banking arrangements update:** There is no further update. The PC will focus on opening the CAF bank account and closing the BOI account.

- To consider planning application: None received for comment.
- To note planning decisions by NSDC: 20/01555/FUL – Lyndale, conversion of existing agricultural barn – Refused Full Planning Permission

# HOVERINGHAM PARISH COUNCIL

9. **To consider matters in relation to Chapel Field**  
Clerk to forward the Annual Playground Inspection report to Cllrs.
10. **To consider all Village Hall matters including:**  
Defibrillators – they are being checked by the cleaning team, D&D Hall will check it when they check the Flood Emergency shed.
11. **To consider Cemetery & Churchyard matters (if any).**
  - **Tree Management report update:** The Clerk submitted quotes from two contractors for the tree works at both Chapel Field and the open cemetery; Clerk to submit a comparative table to be included in the budget proposal. Clerk to check if Highways will pay for the lime trees that overhang the pavement. Prepare the comparative quotes for presentation at the January meeting.
  - **Responsibility for Churchyard:** This has now been officially handed over to NSDC and confirm in writing to all parties.
12. **To consider Highways issues:**  
There were no concerns to report.
13. **To consider Community/Environment issues**
  - **Hogwatch:** RH reported that hedgehogs are now hibernating. Regarding the signage: Highways have informed RH that there has to be strong evidence that notices and signs are needed as they do not encourage too much signage which could distract road users. RH will review it in the Spring, and re-introduce it should she feel there is a case moving forward
  - **Review of Emergency Flood Plan:** DH will visit the emergency flood shed and conduct an audit for what is in there as well as reviewing the emergency flood plan and the WhatsApp group. Once reviewed then a decision will be made regarding the purchasing of any supplies/pumps etc. Due to CV19, the flood training is on hold for at least the next 6 months. DH will check and update the emergency contact numbers. It was agreed that the PC needs to publicise that parishioners are responsible for purchasing their own sandbags.
  - **Projects for 2021 'Safer' NCC fund initiative:** possible speeding initiative, safety shed or CCTV?. DH and the Clerk to research and give suggestions and ideas based on what other councils are doing at the January meeting. DH will research what other councils are doing.
14. **HR Committee update:** NC will liaise with HN and JR to arrange a suitable time for the Clerk's review.
15. **Correspondence for noting:** All correspondence has been circulated electronically and there was nothing that required action from the PC.
16. **Date of next virtual meeting : Tuesday 26<sup>th</sup> January 2021**
17. Private & Confidential Matters if any. – None

Meeting ended 20H14

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Signed by the Chairman

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Date

