

Hailey Parish Council 23rd March 2020 Minutes Extraordinary Meeting
Minutes of the Extraordinary Meeting of the Parish Council on 23rd March 2020 at 7.30pm
At Hailey Village Hall

Present: Cllrs: A. Smith (in the chair), G. Doland, A. Gibson, **Parish Clerk:** L. Wilkinson

1. To receive apologies for absence.

These were received from Cllrs C. McGibbon, G. Knaggs, M. Drew and T. Rogers

2. To receive Declarations of Interest

None were received.

3. To receive the Minutes of the Extraordinary Parish Council meeting date 16th March 2020

These were agreed and signed as true records.

4. To review and resolve Standing Orders

These were reviewed and **resolved**. Amendments include the incorporation of an Emergency Consultation Panel consisting of the Chairman, Vice Chairman (and a reserve councillor) and clerk to make decisions if Parish Councils meetings are not allowed.

5. To review and resolve Financial Regulations

These were reviewed and **resolved**.

6. To review and resolve Risk Management Scheme

This was reviewed and **resolved**.

7. To resolve to delay review of all other policies if the Annual Meeting of the Council must be postponed; policies to be reviewed at such time as PC meetings are re-instated

This was **resolved**.

8. To resolve to extend the tenure of the Chairman and Vice Chairman, in the case of a postponement of the Annual Meeting of the Council, until such time as an Annual Meeting can be held

This was **resolved**.

9. To resolve to pay, when required, invoices already agreed (at previous meetings)

This was **resolved**.

10. To resolve to temporarily suspend Financial Regulation 10.3 during the period of social isolation due to Coronavirus as directed by the Government. Regulation 10.3 states: All members and officers are responsible for obtaining value for money at all times. An officer issuing an official order shall ensure as far as reasonable and practicable that the best available terms are obtained in respect of each transaction, usually by obtaining three or more quotations or estimates from appropriate suppliers, subject to any *de minimis* provisions in Regulation 11.1

This was **resolved**. This will be used if companies are not currently working, in order to get PC work carried out and will only be for the length of time that the Government social distancing directive is in place.

11. To resolve to accept quote for tree work

Following the resolution at item 9, it was **resolved** to accept the quote from JAG for £680 plus VAT.

12. To resolve to pay a continuing contract, statutory duty, or obligation (such as but not exclusively) Salaries, PAYE, pension and NI, and regular maintenance contracts and the like for which council may authorise payment for the year provided that the requirements of regulation 4.1 (Budgetary Controls) are adhered to, provided also that a list of such payments shall be submitted to the next appropriate meeting of council.

This was **resolved**. Payments authorised to be paid outside of meetings (whilst the Government directive of social isolation is in force) include the clerk's salary and the grass cutting contract.

13. To adopt Planning Committee Terms of Reference

This was **resolved**. The Committee will only make decisions when the Parish Council is unable to meet.

14. To appoint chairman of Planning Committee

Cllr G. Doland was appointed as chairman of the Planning Committee.

13. Planning:

Planning: To receive an update report.

(a) Planning applications received:

Ref no:	Address	Proposal	PC Decision
20/00745/FUL	Hailey Church of England Primary School, Middletown, Hailey	Construction of detached garden room to provide separate classroom space	No objection

(b) Decisions outstanding:

Ref no:	Address	Proposal	PC Decision
14/01671/OUT	Land north west of Woodstock Rd, Witney	Outline application for the erection of up to 200 residential dwellings and associated vehicular, pedestrian and cycle access, related highway works, drainage and landscape works including provision of public open space (Amended)	Object
19/03317/FUL	Land west of Hailey Rd, Witney	Erection of 110 residential dwellings including access off Hailey Road: areas of open space, landscaping and associated works	Object
20/00109/FUL	1 Yorke Cottages, New Yatt Rd, Witney	Temporary siting of caravan for owner occupation, whilst improvement works to dwelling carried out	No objection
20/00086/HHD	1 Yorke Cottages, New Yatt Rd, Witney	Single storey front and rear extensions. Form new vehicular access	No objection
20/00331/HHD	New House, Delly End, Hailey	Erection of detached carport and addition of new porch	No objection
20/00439/HHD	2 Foxburrow Lane, Hailey	Single storey extension	No objection

(c) Decisions made:

Ref no:	Address	Proposal	Decision
19/03313/LBC	Hill View, Poffley End, Hailey	Replacement roof to greenhouse	PC-No objection WODC- Approved

14. Finances:**(a) Accounts for authorisation and payment:**

McCracken and Son Ltd	Hedge cutting and clearing of wildflower meadow at Burial Ground	£480.00
Park Lane Driveways	Paving at Burial Ground	£2,742.00 (deposit to be paid after 1 st April)

These were authorised by Cllrs Gibson and Doland

15. Other Items to Note

- No objection was raised to the application for a street vendor licence to an ice cream van.
- The PC will wait for guidance from the Government about whether the playground will stay open.

Meeting closed: 7.45pm

Signed

Date