Emailed General Meeting of Dullingham Parish Council

**Thursday 2nd April 2020**

**The meeting was not held in person due to COVID 19 and these are notes of decision making via and email chain**

**Minutes**

020420/01 Apologies for absence

 All Councillors responded via email

020420/02 To receive any declarations of interest:

1. Declaration of any disclosable pecuniary interest in any item of business

None

1. Declaration of any personal and/or prejudicial interest in any items on the agenda

None

1. Written requests for dispensations for disclosable pecuniary interests

None

1. Grants to any requests for dispensation

None

020420/03 The minutes of the Full Parish Council meeting held on Thursday 5th March 2020 and Extraordinary Meeting of 17th March 2020 were approved by all via email, to be signed when we next meet in person.

020420/04 Matters arising:

1. AGAR Extension – The Clerk advised that Dullingham will this year need to have both internal and external audit. Due to COVID-19 the dates from our external auditor PKF Littlejohn have yet to be confirmed. The Clerk will update the council once announced.

2.Update on Community Support Initiative for Dullingham and emergency plan – Dullingham have produced a Parish Council Community Response Volunteer Database that has been advertised via the Website, Community Facebook page and also delivered to every household in Dullingham and we now have 20 plus volunteers.

Work continues on the Emergency Plan by MR and MC.

 3. Insurance Renewal – the Parish Insurance renewal is due on 17th May 2020 after circulation of the quotations received via Came and Company the Parish Council agreed by unanimous email vote that they would precede with the recommendation of Hiscox 3 year long term agreement £762.45 annual premium, the Clerk to contact Came and Company to finalise.

020420/05 Planning

(Any plans the PC are aware of after posting of the agenda will be discussed at the next meeting. The application numbers and brief details will be posted via the notice board prior to said meeting.)

**Applications to discuss via email:**

 **20/00321/FUL Cara Lodge and Desiree, Dullingham Ley, Dullingham**

 Change of use of building from 2 holiday lets to 2 dwellings

 The application was discussed via email and the only objection was due to the number of vehicles on a quiet road. Clerk to respond.

**18/01384/FUL Tilbrook Farm House, 63 Station Road, Dullingham**

 New Dwelling with access and associated works – **AMENDMENT** involves “removing the access to the front

 The application was discussed and a change to access will not alter the fact this site was identified as a flood risk. Previous comments to object still stand, Clerk to respond.

**Planning Updates:**

 **19/01725/FUL Plot 2 Site South of 18 Cross Green, Dullingham**

Construction on 1 no. three bedroom two storey detached dwelling **– REFUSED**

 **19/01666/VAR Leys Cottage 2 Dullingham Ley, Dullingham**

Vary Condition 1 (approved Plans) of previously approved 17/00329/FUL for demolition of existing house and construction of new replacement dwelling - **APPROVED**

 20/00121/FUL Land rear of 109 and 111 Station Road, Dullingham

 Proposed 2 x one and half storey dwellings with associated parking and alterations to existing access together with new garage/store for existing dwelling - **REFUSED**

020420/06 Play area

Fencing works at the play area are now complete and look very good. Attached is a limited play area inspection report.

The play area is currently closed due to COVID-19, signage has been erected to advice and also published on both the website and the community facebook page.

020420/07 Sports Field

 To further update in regard to this matter. GP to chase.

020420/08 County and District Councillor Report

 Received and forwarded to all Councillors via email

020420/09 Environment and Footpaths

SM updated that some litter picking had taken by Councillors and thanked KO for the equipment. Footpaths are currently in good shape. The plastic tubes removed from trees are ready for collection. MR to liaise with landowner over access for removal.

020420/10 Assets

 Nothing to update

020420/11 Financial Matters

 010.1 Bank Reconciliation for Signature as of 31st March 2020

 Treasurers Account Balance £23,569.02

 Business instant Access Account Balance £17,011.40

Clerk to proceed with year-end as much as possible and await further guidance from PKF Littlejohn.

**Payments:**

010.2 Wages and HMRC £598.19

 K& M Lighting £86.04

 Redhshoes £43.20

 John Dicker £730.00

 K&M Lighting £86.04

Income received £172.75 reimbursement for water charges

020420/12 Councillors Forum

CS advised that the Clerk had reported the damage to White Gates and speed sign on the B1061 and Highways had been contacted in regard to replacement, awaiting a reply.

 MR raised the issue of the Village green posts. It was discussed that these could be liable to damage from strimming and I thought we had agreed that they would receive protective “sleeves” or if we wanted to avoid cost then not to strim. MR has had a brief look and noticed that they have all been strimmed. Many if not all posts have been damaged to varying degrees. Whilst accepted that this appears minor it will occur every time they are strimmed and the damage is irreversible. Please can we either protect posts or make clear that they are not to be strimmed. To be carried forward to May for a decision.

020420/13 Items for meeting is planned for Thursday 7th May 2020 – Clerk to clarify

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Karen Peck Cary Simpson

Clerk to Dullingham Parish Council Chairman to Dullingham Parish Council

Dated ……………………………………………………....