

Cofton Hackett Parish Council

Minutes of the Extraordinary Meeting of the Parish Council held on Monday 24th August 2020

This Meeting was held On-Line and via Dial-In due to Covid-19 Restrictions

PRESENT:

Councillors:

Cllr Mr R Westbury (Chair)

Cllr Mr M Pattison

Cllr Mr J Slack

Cllr Mrs J Webb

Clerk to the Parish Council:

Andrew Billau

APOLOGIES:

Cllr Mr R Deeming

Cllr Mrs J Fay

Cllr Ms C Fryer and Cllr G Cook did not attend.

Agenda Item	Discussion and Decisions	Action
104/20	Apologies Apologies were received from Cllr Deeming (meeting clash) and Cllr Fay (family illness), these were accepted. Cllr Fryer and Cllr Cook did not attend.	
105/20	Declaration of Interests Register of Interests: <ul style="list-style-type: none">• Councillors are reminded of the need to update their register of interests.• To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.• To declare any Other Disclosable Interests in items on the agenda and their nature.• Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.• To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) – written requests to be with the clerk at least 4 clear days prior to a meeting.• Interests were recorded in the Register	
106/20	Dispensations There were no applications for dispensations received.	

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107/20	<p>Extraordinary Agenda Item – Mission Hall</p> <p>The meeting had been called primarily to discuss issues raised by the new tenants at the Mission Hall.</p> <p>The Clerk reported that during renovation works at the Mission Hall, it had been found that there is a constant film of water on the floor in the shower area. Contractors have advised that a damp proof membrane needs to be laid before any new flooring can be installed. The cost of this additional work is £1,700. The new tenants have asked if the Parish Council would be willing to contribute to these costs. The Clerk also advised that a very recent email from the new tenants had suggested that the constant dampness may be caused by a considerable build up of leaves at the back of the building and blocked drains.</p> <p>Councillors discussed the issue and noted that the terms of the lease (which has been signed by both parties) dictate that any repairs are the responsibility of the tenants. Councillors were concerned that breaking the terms of the lease could set a precedent for similar future issues. They also noted that the Parish Council had already funded repair works to the value of £2,300, in addition to costs of £3,100 to secure a new tenant, prior to signing of the lease.</p> <p>Councillors agreed that they were not prepared to fund further repairs to the building. However, they agreed that they would be prepared to consider assisting with the cost of clearance of leaves and unblocking of drains. Clerk to advise tenants.</p>	Clerk																																																						
108/20	<p>Finance and General Purposes</p> <p>A list of bills for payment was presented and agreed.</p> <table border="1" data-bbox="300 1234 1265 1951"> <thead> <tr> <th>Supplier</th> <th>Services</th> <th>Payment</th> </tr> </thead> <tbody> <tr> <td>Andrew Billau (Clerk)</td> <td>Zoom Subscription 1 Month</td> <td>£14.39</td> </tr> <tr> <td>Thomas Horton Solicitors</td> <td>HM Land Registry Fee</td> <td>£6.95</td> </tr> <tr> <td>Cofton Spark</td> <td>Mission Hall Remedial Work</td> <td>£868.00</td> </tr> <tr> <td>Timbrell Roofing Services</td> <td>Mission Hall Roofing Repairs</td> <td>£744.00</td> </tr> <tr> <td>Acer Trees</td> <td>Mission Hall Tree Surgery</td> <td>£250.00</td> </tr> <tr> <td>Haven Power</td> <td>Street Lighting Electricity July 2020</td> <td>£238.45</td> </tr> <tr> <td>Haven Power</td> <td>Street Lighting Sensor Electricity July 2020</td> <td>£7.23</td> </tr> <tr> <td>Proper Agency</td> <td>Website Maintenance July</td> <td>£30.00</td> </tr> <tr> <td>CPRE</td> <td>Subscription</td> <td>£36.00</td> </tr> <tr> <td>Truslove Estate Agents</td> <td>Mission Hall Marketing Fees</td> <td>£1,740.00</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Bulbs for Planting from Peter Nyssen</td> <td>£128.53</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Zoom Subscription 1 Month</td> <td>£14.39</td> </tr> <tr> <td>Gary Haynes</td> <td>Lengthsman Services</td> <td>£300.00</td> </tr> <tr> <td>Gary Haynes</td> <td>Grass Cutting x 3</td> <td>£375.00</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Salary July / August 2020 (by S/O)</td> <td>£580.91</td> </tr> <tr> <td>HMRC</td> <td>Tax Payment July / August (by SO)</td> <td>£145.23</td> </tr> <tr> <td>Andrew Billau (Clerk)</td> <td>Office Costs June / July</td> <td>£50.50</td> </tr> </tbody> </table>	Supplier	Services	Payment	Andrew Billau (Clerk)	Zoom Subscription 1 Month	£14.39	Thomas Horton Solicitors	HM Land Registry Fee	£6.95	Cofton Spark	Mission Hall Remedial Work	£868.00	Timbrell Roofing Services	Mission Hall Roofing Repairs	£744.00	Acer Trees	Mission Hall Tree Surgery	£250.00	Haven Power	Street Lighting Electricity July 2020	£238.45	Haven Power	Street Lighting Sensor Electricity July 2020	£7.23	Proper Agency	Website Maintenance July	£30.00	CPRE	Subscription	£36.00	Truslove Estate Agents	Mission Hall Marketing Fees	£1,740.00	Andrew Billau (Clerk)	Bulbs for Planting from Peter Nyssen	£128.53	Andrew Billau (Clerk)	Zoom Subscription 1 Month	£14.39	Gary Haynes	Lengthsman Services	£300.00	Gary Haynes	Grass Cutting x 3	£375.00	Andrew Billau (Clerk)	Salary July / August 2020 (by S/O)	£580.91	HMRC	Tax Payment July / August (by SO)	£145.23	Andrew Billau (Clerk)	Office Costs June / July	£50.50	
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109/20	<p>Date of Next Meeting</p> <p>The next Parish Council meeting is scheduled for Monday 21st September at 7.30pm, Clerk will advise meeting details.</p> <p>The meeting ended at 7.51pm.</p>	