

MINUTE 1617

An Extraordinary Meeting of the Parish Council was held on Thursday the 18th day of MARCH 2020 at the Royal British Legion, Long Lane – commencing 7.30pm to discuss the measures to be taken during the Coronavirus Emergency.

COUNCILLORS PRESENT: Messrs Rayner (Chair), Lambert (Vice-Chair), Cock, Cole, Storey and Studd, Mrs Arnold, Mrs Bane, Mrs McGeeney and Mrs Peckham. Also present the Rev. Horan and Mrs Ward (taking minutes).

Mr. Rayner thanked everyone for attending the Extraordinary Meeting.

APOLOGIES FOR ABSENCE: Mr Edwards

DECLARATIONS OF INTEREST: None

1. Corona Virus Emergency Measures - The Chair told Parish Council members that in consultation with NALC he had written some contingency plans to enable the continued running of the parish in safe way for everyone. He said that currently there is no law that enables Parish Council Meetings to be held behind closed doors. The suggested plans are:

All decisions of the council between now and June 2020 will be decided by the Clerk, in conjunction with the Chairman and Vice Chairman. Any planning issues or any outstanding contract issue will be conducted via email with all councilors.

- i) The meeting on 6th April 2020 is postponed
- ii) The Annual General Meeting, normally held at the beginning of May, along with the May meeting is postponed. The AGM will be held on 1st June 2020
- iii) In these exceptional times and for continuity, the Chairman and Vice Chairman will remain in post past the normal May re-election time until 1st June when the AGM will take place
- iv) Any cheques that are required to be signed will be hand delivered to three Councillors for signing after a cheque list has been emailed to all councilors for commenting

Mr Cole said that the Clerk has everyone's email address so we can email between Councillors. Mr Rayner confirmed that the Clerk will continue to issue everything to Councillors.

Mrs Peckham said that ongoing projects can be put on hold as they are non-urgent.

Mr Cole asked what would happen if the AGM could not be held. The Chairman said that NALC would give further guidance at that point.

Mr Rayner proposed that the Emergency Action Plan be adopted, and it would finish on 1st June 2020, seconded by Mrs McGeeney seconded, all in favour.

Mr Storey said that the Allotments Tenancy Meeting should be cancelled and a new date would be arranged.

Mr Rayner welcomed Rev. Horan to the meeting. It was said that various organisations in the village had been discussing helping the elderly and vulnerable who live in the village. There is a meeting on Thursday 19th March at the Methodist Church with representatives from the Social club and Feltwellbeings.

It was agreed to have two representatives from the Parish Council to be on the Coronavirus working party. Mrs McGeeney and Mrs Peckham volunteered. They will attend the meeting and feedback to Mr Rayner, Mr Lambert and Mrs Martin. Mrs Martin is going to be part of the working party when she is able to.

P.T.O.

MINUTE 1618

Mr Rayner told Councillors that under Section 137 of the Local Government Act, the Parish Council can spend money helping the community so this would allow the Parish Council to help with funding for this initiative. After discussion, it was agreed that an initial amount of £1,000 be allowed for administration costs e.g. printing costs and this amount can be reviewed at any time. This was proposed by Mrs Peckham, Mr Rayner seconded, all in favour.

Rev. Horan said that Weeting Parish Council were preparing a flyer for the whole of the village asking for vulnerable people to contact them. Rev. Horan to give the email address of the Weeting Parish Council Chair to Mrs McGeeney so that she can get in touch with them.

Mr Cole asked if there was a contingency plan if the Clerk becomes ill. Mr Rayner said that there is only the Litter Picker to be paid and that as the payroll is on the Clerk's computer it had been agreed that if the Clerk was ill the litter picker would be paid the same amount as the previous time and would be made up if necessary the next time. The Clerk would still be able to carry out some other duties while self-isolating. Mr Rayner said he would find out whether the Clerk's email address belongs to the PC.

Mr Rayner said that he had been advised by NALC that when things return to normal, the Parish Council needs to agree a Scheme of Delegation which would be enacted in an Emergency. If the Chair is ill the Vice-Chair would stand in.

2. Feltwell Base Tour - It was proposed due to the current circumstances that the tour should be cancelled and a new date arranged. Proposed by Mr Storey, seconded by Mr Cole, 9 in favour, Mrs Peckham abstained

3. Planning

Mrs. M J Banham – Outline Application (Amended) Residential Development for 3 dwellings (terrace) including parking and access drive, realigned boundary to Field Farm, 50 Paynes Lane, Feltwell. - Mrs Peckham told Councillors that the number of dwellings had been reduced to 2. NO OBJECTION.

ANY OTHER BUSINESS

4. Cllr Martin Storey - Mr Storey said in the current times the Parish Council's priority was to represent the elderly and people having problems. He said the Parish Council needed to move forward with a positive attitude. He wanted to remind people that his services to the parish were available as Norfolk County Councillor and he could be contacted by telephone or email. The Clerk has put his details on the Parish Council notice board, if anyone required his assistance.

5. NALC - Mr Cole said that it was frustrating that he couldn't open the NALC emails as they required a password. Mr Rayner said that only the Clerk has a password as she is the proper officer. She receives all the information and passes on to Councillors. If Councillors wanted to know further details about any specific email, then this could be requested from the Clerk.

6. Online Banking - Mr Studd asked about online banking for the Parish Council. Mr Rayner said that he is actively looking into this at the moment. Mrs Peckham suggested changing banks to Lloyds Bank as she knows they can handle complex authorisations.

Meeting declared closed at 8.18 pm.