

# **SALTFORD PARISH COUNCIL**

**Minutes of the meeting of the Council held remotely via Zoom on Tuesday 2<sup>nd</sup> June at 7.30pm**

## **PRESENT**

**Councillors:** Chris Warren (Chair), Adrian Betts, Marie Carder, Jon Godfrey, Gary Graveling, Phil Harding, Duncan Hounsell, Robert Taylor and Sally Turner.

**Officer:** Lottie Smith-Collins

## **1. MINUTES**

The minutes of the Extraordinary Council meeting held on 20 March 2020 were confirmed as a correct record and signed by the Chair.

## **2. APOLOGIES FOR ABSENCE**

Apologies for inability to attend this meeting were received from Cllrs Will Feay and Adam Rees-Leonard.

## **3. DECLARATIONS OF INTEREST**

No interests were declared.

## **4. SPC REMOTE MEETINGS PROTOCOL**

The Council resolved to adopt the 'SPC Remote Meetings Protocol'.

## **5. UPDATED SPC STANDING ORDERS**

The Council resolved to adopt the updated 'SPC Standing Orders' which include a supplementary section on remote meetings valid till 07.05.21 (in line with legislation).

## **6. CHAIR'S ANNOUNCEMENTS**

The Chair provided guidance how public time would operate during remote meetings, and that standing orders still applied.

The Chair stated that Councillors had urgently met on 26<sup>th</sup> May 2020 to discuss actions to address resident concerns regarding the influx of people to Salford's riverside and conservation areas.

## **7. CLERK'S ANNOUNCEMENTS**

The Clerk stated that the High Consequence Infectious Disease (HCID) policy was still active, and as such only matters relating to items that cannot or should not be resolved under the HCID policy have been included in this agenda.

The Clerk stated that decisions made under delegated powers and relevant

information from the period 20<sup>th</sup> March until the next meeting at Saltford Hall will be recorded in the minutes when the next 'in person' meeting takes place.

## **8. PUBLIC TIME**

There was 1 member of the public present.

The member of the public spoke regarding item 10 'Youth Shelter', stating that there was an intention to set up a youth club at Saltford Hall.

The member of the public also spoke with regards to item 11 'High St / The Shallows ex-BT phone kiosk relocation and purpose', stating that the SCA still holds funding awarded to turn the kiosk into a wi-fi hotspot.

## **9. FINANCIAL MATTERS**

**a. Annual accounts 2019/20** – The Council considered and resolved to approve the accounting statements for 2019/20. The accounting statements were then signed and dated by the Chair of the meeting.

**b. Internal audit of 2019/20** – The Council received the Annual Internal Audit Report of 2019/20 and noted that there are no recommendations for action.

**c. Annual Governance and Accountability Return (AGAR) 2019/20: Governance Statement** – The Council approved and the Chair of the meeting signed the annual Governance Statement (Section 1) for 2019/20

**d. Annual Governance and Accountability Return (AGAR) 2019/20: Accounting Statements** – The Council approved and the Chair of the meeting signed the annual Accounting Statements (Section 2) for 2019/20

**e. Annual Governance and Accountability Return Addendum** – The Council considered and acknowledged the AGAR Addendum regarding coronavirus emergency regulation changes.

## **10. YOUTH SHELTER**

Councillors discussed the future of the youth shelter, including possible improvements or removal. It was resolved that as the youth shelter was in good repair bar its aesthetic condition the decision would be deferred until June 2021.

## **11. HIGH ST / THE SHALLOWS EX-BT PHONE KIOSK RELOCATION AND PURPOSE**

Cllr Chris Warren provided an update on conservation works and confirmed that SPC's ex-BT phone kiosk could be ready for relocation in July. Councillors resolved to relocate the kiosk to the Bird in Hand public house pending a license being signed between the landowner and SPC, at a cost of £750 (budget heading: Legal). It was resolved that the future purpose of the kiosk would be primarily two fold, as a wi-fi

hotspot and as a location for a defibrillator (costs and maintenance to be discussed with the landowner). A resident will voluntarily update its temporary appearance.

## **12. WEBSITE AND LOGO**

Councillors considered the three quotes provided for a new SPC website with a view to meet new accessibility legislation by September 2020. Councillors resolved to spend up to £2,500 on a new website and accessibility testing (Budget heading: Publicity) with the likely provider being iTeam Solutions.

Councillors resolved a spend of up to £75 for logo design (Budget heading: Publicity).

## **13. ITEMS OF URGENT INFORMATION FROM COUNCILLORS**

Cllr Phil Harding informed those present that private CCTV cameras were being installed in Mead Lane.

## **14. RESOLUTION TO EXCLUDE THE PUBLIC**

The Council resolved that in accordance with Standing Order 1.c, in view of the confidential nature of the business about to be transacted, it was advisable that the public be temporarily excluded. Following a vote the public were instructed to withdraw.

## **15. CLERK'S HOURS**

Councillors resolved to permanently increase the Clerk's working hours by three hours per week in recognition of increased council activity. Payment will be backdated to commence from 1<sup>st</sup> April 2020 (Budget line: Office Staff).

The meeting closed at 8.20 pm

Chair's signature.....

Date confirmed and signed...../...../.....

Next Parish Council meeting: To be confirmed