Nicola Bagworth – Onecote Parish Clerk – Moorside Farm, Onecote, Leek, Staffs, ST13 7SD Telephone: 07388 893976 – Email: onecotepc1@gmail.com Website: www.onecote.wixsite.com

# Minutes of the ACM Meeting held remotely via Zoom on Tuesday 1<sup>st</sup> September 2020 at 8.00 pm

Attendance: Chris Roden (Acting Chair) Ralph Critchlow (Parish Cllr.)

Brian Swindells (Parish Cllr.)

Adrian Weaver (Parish Cllr.)

Stuart Jaggers (Parish Cllr.)

Angela Johnson (Parish Cllr.)

Preliminaries: The parish Council approved a temporary change to the Standing Orders to allow online meetings via Zoom with the following provisions:

- Voting by a physical show of hands or by using the Zoom thumbs up symbol
- Cheques to be signed after the meeting by available Councillors

Agenda Item	Action
20.14	Chairman's welcome, the meeting was opened by S Jaggers (Cllr), see Chairman's report
20.15 Apologies.	John Stone (Cllr)
20.16 Declaration of interest	None.
20.17 Election of Officers	<ol> <li>New Chairman of the Parish Chris Roden – unanimous vote</li> <li>Vice Chairperson of the Parish Angela Johnson – unanimous vote</li> </ol>
20.18 Minutes.	The Minutes of the meeting held on <b>Tuesday 28<sup>th</sup> July 2020</b> (previously circulated via email), were approved by Councillors.  Proposer: Cllr Critchlow Seconder: Cllr. Weaver
20.19 Public Participation	None.
20.20 Clerks Report	<ul> <li>Risk assessment documentation to be updated prior to next meeting – Clerk to action</li> <li>Detailed asset register to be circulated to the Cllrs by next meeting – Clerk to action</li> <li>Historic minutes from 2008, now scanned and held in "One Drive", originals to be sent to Stafford when office re-opens – Clerk to action</li> <li>The Clerk has completed "The Knowledge" training</li> <li>Meeting of councillors to be held prior to end of September 2020 focusing on ideas for the community for 2021 – Clerk to schedule</li> <li>Rubbish and bins have been removed from Cemetery, as per minutes 28.07.2020, sign in place stating "Take rubbish Home".</li> <li>Investigate the costs to have a rubbish receptacle at the Cemetery, Vice Chair Johnson could put out for collection – clerk to investigate costs</li> </ul>

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20.21 Planning.	<ul> <li>New signs required for Cemetery gates, "Caution Slippery Surface", "Keep dogs on Leads" and "Pick up after your dog" – Clerk to action</li> <li>Any Lengthsman funding available from SMDC? – Clerk to investigate</li> <li>Form to request on-line banking – Clerk to action</li> <li>Proposer: Cllr Critchlow Seconder: Cllr Johnson</li> <li>None.</li> </ul>
20.22 Reports of Committees and Outside Bodies.	None.
20.23 Correspondence	<ul> <li>A "Thankyou" card from the Lord Lieutenant, relating to hard work and commitment during the Covid 19 outbreak, was presented to a member of our community.</li> <li>Dog Control Orders/Public Spaces Protection Order comes into force October 2020, covers Onecote Cemetery but not St Luke's Church. Enquiry with David Smith, Principal Officer Communities and Partnerships – Clerk to follow up</li> </ul>
20.24 Accounts.	<ul> <li>Latest bank statement, year to date summary presented</li> <li>Cheque required for SPCA for Clerk "The Knowledge" training 04.08.20 &amp; 18.08.20 - £50</li> <li>Cheque required for purchase of Cemetery sign as agreed in minutes 28.07.2020, "Caution slippery surface" due to moss, one for each gate - £2.50 total purchased from eBay – payable to Mrs N Bagworth</li> <li>Cheque required for Zoom monthly subscription, months July and August, £14.39 per month - £28.78 payable to Mrs N Bagworth</li> <li>Cheque required for "Please take your rubbish home" sign for Onecote Cemetery, as agreed in minutes 28.07.2020, purchased from Amazon - £8.98 payable to Mrs N Bagworth</li> <li>Clerk requests to attend VAT training held by SPCA on 12th October - £25</li> <li>Clerk requests to attend Budgets and Precepts training by SPCA 29th September - £25</li> <li>Sign, clean up after your dog, £9.98 purchased from ebay – payable to Mrs N Bagworth</li> <li>The Clerk to purchase a book, "The Clerks Manual 2019" from SLCC at £47.50</li> <li>Proposer: Cllr Critchlow</li> <li>Seconder: Cllr Weaver</li> </ul>

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20.25	Severn Trent Water – The project has been assigned a new Project Manager by  Severn Trent project forecast to common and 2021, hadinging 2022. Clark to
Projects.	Severn Trent, project forecast to commence end 2021 – beginning 2022. Clerk to contact Severn Trent Water to obtain plans Proposer: Chairman Roden Seconder: Vice Chair Johnson  1st WW Plaque – no update – Clerk to action Proposer: Cllr Weaver Seconder: Cllr Swindells  The Onecote Telephone Kiosk – Transforming into an Information Centre – Clerk to put forward costs All in favour  Telephone Kiosk in Ford – Onecote PC are in the process of adopting, currently in Public Consultation phase  Footpath 25 Onecote Bridge – Clerk meeting on site with resident week commencing 31.08.2020 Proposer: Cllr Swindells Seconder: Chairman Roden
20.26 AOB	The Onecote Parish Council would very much like to thank Mrs Margaret Seaby for carrying out the role of Clerk for the Parish for 13 years.

There being no further business the meeting was declared closed at 20.49pm.

Date of next Parish Council meeting: Tuesday 27<sup>TH</sup> October 2020 at 8.00 pm via Zoom.

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### **Chairman's Report**

This has been a year of two halves. The first half relatively normal and the second half unpredicted and unpredictable. The latter includes the impact of COVID and at a personal level a heart attack!

I am grateful for the efforts of our outgoing Parish Clerk, Margaret Seaby, the incoming new Parish Clerk, Nicola Bagworth, and the support of the Vice Chairman, Chris Roden for the seamless continuity of Parish business during the year. Our Best Wishes to Margaret and Richard for their future life nearer their family in Manchester.

My sincere welcome to Nicola and my thanks to Chris for taking over at short notice for the second half of the year, He is now Chairman.

Normal business was maintained during the first half of the year including the usual discussion of planning applications. There were no major projects undertaken. We were joined by PCSO Lauren Drew for a discussion of traffic and other items in the area. Speed watch has resumed in the village.

On October 19<sup>th</sup> we welcomed Angela Johnson as a new Parish Counsellor.

VE Day celebrations for May 2020 were supported by the Council, Margaret Seaby and Tracy Hyde who put considerable efforts into planning a celebratory event in the village. Separately the council commissioned a WW1 commemorative plaque (ongoing). Finances remained sound and stable during the year.

All changed in the new year due to COVID. The Council moved to zoom meetings and have continued in this format. The first of these meetings took place under Margaret Seabye on the 16<sup>th</sup> June 2020. Chris Roden took over as acting Chairman due to my health. Nicola Bagworth took over as Parish Clerk for subsequent Meetings. Sadly, VE Day celebrations were cancelled.

Stuart Jaggers
Onecote Parish Cllr