



SALESBURY PARISH COUNCIL

Chairman: Cllr M Wood

Clerk: L Lund

28 April 2021

Dear Councillor

You are summoned to attend the next meeting of Salesbury Parish Council which will be held at **8.00pm** on Tuesday 4 May 2021

The virtual meeting will be held on Zoom – please email the Clerk if you wish to attend prior to the meeting.

Topic: SPC meeting – to follow SCGCC 6.45pm and Annual Meeting of Electors 7.30pm

Time: May 4, 2021

Room opens approx. 6:15pm

Join Zoom Meeting

<https://zoom.us/j/92926932399?pwd=RHFJTnlzYWppN2FuUkJKaTVScjJ4QT09>

Meeting ID: 929 2693 2399

Passcode: 665827

One tap mobile

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Lesley Lund

Lesley Lund – Clerk to the Council

AGENDA

	Agenda items	Report Attached?	
1	Chairman's Welcome		
2	Election of Chairman for the next 12 months. Nominations and seconders required		All
3	Apologies for absence		
4	Election of Vice Chairman for the next 12 months Nominations and seconders required		All
5	Declarations of Interest Clerk item 29 – Clerks appraisal		
6	Public participation		

7	Approval of the minutes of the meeting held on 29 March 2021		All
8	Updates from the minutes 19 April 2021 Min no 325/18 Dry stone wall – RVBC have inspected the wall and a letter sent to Ingham and Yorke – has any works been done to the wall? Min no 345/18 Purchase of Office Equipment/Business Continuity –Clerk has created dropbox store Insurance added to policy cover see item 20		information
9	Signatories for bank Present: Bank Cllrs Wood, Westwell, Henderson		All
10	Membership/representation on other bodies Salesbury Memorial Hall Committee at present Cllr Henderson LALC – Area Committee Parish Council Liaison – RVBC at present Cllr Boyes		All
11	Accounts for approval L Lund April – June Salary £5.00 - £100 tax = £400.00 cheque no 000446 HMRC £100.00 cheque no 000447 Royal British Legion Industries Ltd (Tommy (s)) Unknown Tommy £200.00 + £10 Bespoke wording each. Zurich Insurance Policy Renewal – not received at time of preparing agenda delegation to Clerk to pay when invoice received Cllr Howells reimbursement for Zoom use £11.99 per month – does the Council wish to pay 12 months licence fee?		All
12	Planning Applications None since the last meeting		
13	Website		Cllr Westwell
14	Salesbury Parish School - Proposal to hold a Zoom or telephone call with them regarding litter and cycle proficiency usage of Hazel Moor		Cllrs Westwell/Wood
15	Newsletter	1 st draft attached	Cllr Wood/Clerk
16	Meetings attended by Councillors PCLC - Next meeting 1 April 2021 – Cllr Howells has offered to attend NALC rebuilding communities – Leaders talk		Cllr Howells

			Cllr Westwell
17	<p>Policies for adoption by councilors – Council’s Code of Conduct</p> <ul style="list-style-type: none"> • Grievance Procedures • Complaints Procedures • Dealing with Press and Media • Employee Disciplinary Policy • Records Retention Policy • Data Protection Privacy Policy 		Cllrs Wood & Howells
18	Plant Pot Festival in 2021		Cllr Westwell
19	<p>Remembrance – confirmation</p> <ol style="list-style-type: none"> a) Does the Council wish to order 1 or 2 Tommys one at the Oak tree near to the Yu Restaurant and one on Hazel Moor b) Do we want right or left facing Tommys c) and a plaque with the wording Salesbury PC 2021 or We Remember SPC 2021 or Never Forget SPC 2021 		Clerk
20	<p>Defibrillator</p> <p>The Defibrillator has been added to the insurance schedule no extra premium from now until 31st May but the premium will be increased by approx £28 per annum from 1st June 2021.</p> <p>Cllrs to discuss and agree to book the annual service for the defibrillator. An email from the DeFib shop was received in April stating that the annual service will be due in three months time. The cost of the service is £165.50 + VAT</p> <p>The Service includes:</p> <ul style="list-style-type: none"> • A visual check to ensure there is no damage to the case, screen, buttons and connections • Confirmation that the pads attached are suitable to the model and in good condition • Battery and pad check for replacement due dates • A check to see if the defibrillator will administer a shock correctly - unit is connected to a simulator that produces a simulated heart wave. The defibrillator must administer a shock, at the right energy level, when appropriate (shockable heart rhythm, VF or VT) and not administer a shock when appropriate (normal heart rhythm) to pass the test. 		All
21	Training – any requests for training		All

22	To replace damaged dog poo bins within the parish Various suppliers, types, sizes etc have been identified - will circulated details to all before the meeting.		Clr Howells
23	Parish Expenditure –min 322/18 – councilors to bring any suggestions for projects to the meeting for discussion.		Clr Westwell
24	5 year Plan – min 324/18 for discussion by councilors short term/medium term/long term projects		All
25	Annual Report		Clr Westwell
26	Resident’s Annual Survey		Clr Westwell
27	Delegation of any items to Clerk and councilors (NALC suggest 2 Cllrs)re items until face to face meetings or extension of the virtual meeting legislation.		All
28	MHCLG Electronic Communications Infrastructure Consultation – sent by NALC – any response to NALC by 5pm on 21 May 2021	attached	
29	Permission to instruct internal auditor to audit the Council’s records accounts and prepared AGAR.		All
30	Resolution to exclude press and public Clerks Appraisal		
31	Next meeting Monday TBA to approve the Annual Accounts and Governance AGAR and exemption certificate		information
