

RESOURCES COMMITTEE

Minutes of a virtual meeting held on Tuesday 20th October 2020 at 7.30p.m. via Zoom

PRESENT: Members: Councillors J Goddard, S Hicks, T Bray, B Langley, S Atwell & R Boissevain
 Officer: Mrs C Dolman – Clerk
 Others: None

1 **Apologies for absence**

No apologies for absence were received.

2 **Confirmation of minutes**

Resolved that confirmation of the minutes of the meeting held on 18th February 2020 as printed and circulated, be confirmed as a correct record and signed by the Chairman.

3 **Clerk's Report**

The Clerk reported on the following:-

The Clerk reported that she has been using the new Scribe software since 1st April 2020 and has found it to be very user friendly. The reports that have been created make more sense as the software is specifically designed for parish councils.

£15,000 was transferred into NS&I from Natwest to ensure parish council funds stay within the FSCS protection limit.

The Code of Conduct has been adopted, as recommended by South Gloucestershire Council.

4 **Consideration of Planning Matters**

Resolved that the following comments be made:-

P20/19083/F **82 Memorial Road**

Erection of two storey side extension to form a granny annexe ancillary to main dwelling house.

No objections but would ask that a condition be attached to planning permission to ensure the annexe remains ancillary to the main dwelling.

P20/18710/F **45 Larksleaze Road**

Erection of two storey side and single storey rear extension to form additional living accommodation (amendment to previously approved scheme P19/10648/F)

No objections

P20/18938/F **161 Memorial Road**

Erection of two storey side and single storey rear extensions to form additional living accommodation.

No objections

P20/19117/F **79 Stanhope Road**

Erection of single storey side and front extension to form additional living accommodation and store (amendment to previously approved scheme P19/2402/F)

No objections

P20/16379/F 12 Kings Drive

Erection of one dwelling with new access and associated works.

No objections

5 Financial Report

The Clerk presented the Financial Report including summary of bank accounts, summary of payments and receipts against budget, bank reconciliation and corresponding bank statements which was duly noted and agreed.

6 Consideration of grant applications

The Clerk circulated grant application forms from St Peter’s Hospice and Friends of Avon Valley Woodlands.

Recommended that:-

St Peter’s Hospice receive a grant of £500

Friends of Avon Valley Woodlands receive a grant of £250 (*Cllrs J Goddard and T Bray declared an interest as they are both members and refrained from discussions*)

7 Review of Parish Warden’s salary

The Clerk circulated a report giving information on updated NJC payscales which were significantly reformed in 2019/20. The Warden’s salary should be in line with NJC payscales as agreed in his Statement of Employment and it was recommended that:-

- The Warden’s Statement of Employment be amended to state ‘Your rate of pay will be in line with the National Joint Council for Local Government Services (NJC) at SCP3’
- Back pay of £340.95 be paid to the Warden within his October salary payment.
- The Warden’s salary be increased to the hourly rate for SCP3, in line with current NJC guidelines, with immediate effect.

8 Items for agenda of next Council meeting

- Pavilion progress update
- Report on land for sale in Hencliffe Woods
- Presentation of letter from planning enforcement to Cllr S Hicks
- Update on footpaths to be added to definitive map

The meeting closed at 7.57pm

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Chairman