



Stainland and District Parish Council 33rd Ordinary Meeting **DRAFT Minutes**

20th June 2021

Councillors Present : Councillor Liddell Chaired the meeting, In attendance were Councillor Lassey, Councillor Fieldhouse, Councillor Mullany, Councillor Weeks, Councillor James, Councillor Bottomley.

In attendance Parish Clerk

Laura White -Scott Clerk

	Item
21.33.01	Resolved to note that Councillor Liddell had already been appointed as Chairman at previous meeting.
21.33.02	Resolved to note there were no absence or lateness.
21.33.03	Resolved to accept the minutes of the Meeting held on 22 nd April 2021.
21.33.04	Resolved to note there were no Parish Councillors' declarations of interest.
21.33.05	Resolved that there were no members of the public for Public Participation.
21.33.06	To receive the update on the Library Sub committee. Only two residents were present for the meeting held by Cllr Weeks, Cllr Fieldhouse & Cllr Lassey. It was identified that the book club have expressed an interest in using the library. There were no more recommendations and only 13 responses to the survey. Cllr Jacob Cook has been in discussion with CMBC, he has found significant groups to use the building. WI have pledged to use the building for one day. Joint submission with great heights will not be accepted. EOI to be resubmitted by council. It was resolved that we need to request more financial information around the costs of running the building. If the EOI is accepted we would have 6 months to create a business plan. We will need to work with the community to find out who would be interested in using the building. Resolved that we wish to proceed with the EOI.
21.33.07	To receive reports from the Chairman, Committees and Councillors: Environmental Committee – Cllr Liddell thanked all for the hard work in this cycle. It was resolved that the environmental committee would be able to spend £2000 before requiring council approval. Resolved that £250 is to be spent on watering the plants with local contractor Resolved that £2000 is required for interim maintenance, two contractors have quoted for this- all approved.

	<p>Communications Committee -Resolved that Office 365 licenses are to be purchased which has already been approved as part of the website budget previously. It was noted that Sharepoint will be advantageous for sharing documents. The service will be managed by JKE Web design.</p> <p>Policy & Finance Committee – Resolved to accept the minutes therefore accept the standing orders, delegation and TOR. Resolved that a task force will be created Cllr Liddell, Cllr Mullany, Cllr James & Parish Clerk for the get it right scheme. This is a foundation accreditation scheme. Resolved that a plan with timescale is to be created. This criteria is in the business plan.</p> <p>Planning Committee – Cllr Liddell thanks Cllr Mullany for all of his hard work. It was noted that Cllr Bottomley has joined the committee.</p>																																				
21.33.08	<p>To note the following key dates</p> <table border="1" data-bbox="427 745 847 1989"> <tr><td>General Council (3rd Thursday)</td></tr> <tr><td>22nd July 2021</td></tr> <tr><td>19th August 2021</td></tr> <tr><td>16th September 2021</td></tr> <tr><td>21st October 2021</td></tr> <tr><td>18th November 2021</td></tr> <tr><td>16th December 2021</td></tr> <tr><td>Environment (1st Tuesday)</td></tr> <tr><td>6th July 2021</td></tr> <tr><td>3rd August 2021</td></tr> <tr><td>7th September 2021</td></tr> <tr><td>5th October 2021</td></tr> <tr><td>2nd November 2021</td></tr> <tr><td>7th December 2021</td></tr> <tr><td>Staffing (Last Tuesday Quarterly)</td></tr> <tr><td>29th June 2021</td></tr> <tr><td>Moved to 15th July 21</td></tr> <tr><td>26th October 2021</td></tr> <tr><td>25th January 2022</td></tr> <tr><td>26th April 2022</td></tr> <tr><td>Policy & Finance (3rd Monday)</td></tr> <tr><td>19th July 2021</td></tr> <tr><td>16th August 2021</td></tr> <tr><td>20th September 2021</td></tr> <tr><td>18th October 2021</td></tr> <tr><td>15th November 2021</td></tr> <tr><td>20th December 2021</td></tr> <tr><td>Planning (2nd Tuesday)</td></tr> <tr><td>13th July 2021</td></tr> <tr><td>10th August 2021</td></tr> <tr><td>14th September 2021</td></tr> <tr><td>12th October 2021</td></tr> <tr><td>9th November 2021</td></tr> <tr><td>14th December 2021</td></tr> <tr><td>Communications (4th Thursday)</td></tr> <tr><td>22nd July 2021</td></tr> </table>	General Council (3rd Thursday)	22 nd July 2021	19 th August 2021	16 th September 2021	21 st October 2021	18 th November 2021	16 th December 2021	Environment (1st Tuesday)	6th July 2021	3 rd August 2021	7 th September 2021	5 th October 2021	2 nd November 2021	7 th December 2021	Staffing (Last Tuesday Quarterly)	29 th June 2021	Moved to 15 th July 21	26 th October 2021	25 th January 2022	26 th April 2022	Policy & Finance (3rd Monday)	19 th July 2021	16 th August 2021	20 th September 2021	18 th October 2021	15 th November 2021	20 th December 2021	Planning (2nd Tuesday)	13 th July 2021	10 th August 2021	14 th September 2021	12 th October 2021	9 th November 2021	14 th December 2021	Communications (4th Thursday)	22 nd July 2021
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21.33.12	The following payments were noted.	
	Date	SUPPLIER/COMMODITY
	Total Amount	VAT
	Total	
	7/5/21	Go Local
	£108.00	
	£108.00	
	25/05/21	Vodafone
	£12.15	
	12.15	
	28/5/21	JKE Web Design
	£212.50	
	£212.50	
21.33.13	It was resolved that there was no correspondence to be received.	
21.31.14	It was resolved that the following items were agreed agenda items for the next meeting. Business Plan update Financial Documents Communications update re website Library update	
21.33.15	Date of Next Meeting Thursday 22 nd July 2021 at 19.00Hrs	

Meeting finished at 8.15pm