

# TODWICK PARISH COUNCIL

Minutes of the Extraordinary Meeting held in Todwick Sports Pavilion at 11.00a.m. on Thursday 19<sup>th</sup> March 2020.

**The Chairman, Councillor Gregory**, had called the meeting as a consequence of a Coronavirus Pandemic and guidance and rules set by National Government. The venue was chosen as the village hall had been closed because of the potential risks associated with spreading the virus.

## **Present**

Councillor Dixon  
Councillor Gregory – In the Chair  
Councillor Wright  
Councillor Carter

*N.B. The Clerk & Financial Officer was not in attendance having been placed in the virus high risk category, meaning he should refrain from all but absolutely essential social contact, including attending meetings with others.*

## **19/162 APOLOGIES**

Apologies had been received from Councillors Jeffrey, Lightfoot and Newbold.

## **19/163 DECLARATION OF MEMBER'S INTERESTS**

There were no declarations of interest.

## **19/164 PURPOSE OF MEETING**

**Gregory** outlined the purpose of the meeting which was to establish protocols and decision making criteria in the event that scheduled Parish Council Meetings were cancelled. In accordance with the Local Government Act 1972 Section 101, an extraordinary meeting had to be convened in order to change legally binding commitments to hold Parish Council Meetings.

## **19/165 FINANCIAL INFORMATION RECEIVED FROM THE CLERK & FINANCIAL OFFICER**

**Clerk** had via email informed of payments since the last meeting:-

	£
1. RMBC – Grounds Maintenance	3600.00
2. Aviva – Clerk's Pension	18.27
3. Todwick Village Hall – Meeting Rent	12.00
4. HMRC – Tax/NI	352.19
5. YLCA – Membership Renewal	448.00

## **19/166 CORRESPONDENCE**

Correspondence had been received via email and forwarded to Members by the Clerk who had replied where appropriate.

1. Various Councillors – Meeting Minutes and Future Agenda
2. Voluntary Action Rotherham – Various Email Bulletins

3. Rural Action Yorkshire – Various Email Bulletins
4. RMBC – Various Weekly Planning Lists
5. RMBC – Various Licensing Applications
6. RMBC – Various Traffic Delay Reports
7. RMBC – Notice of Alteration to Electoral Roll
8. YLCA – Weekly Bulletins from The National Association of Local Councils
9. YLCA – Various Clerk Vacancies
10. YLCA – Various Chief Executive Bulletins
11. YLCA – Various Training Events
12. YLCA – White Rose Updates
13. YLCA – Various Requests for Information
14. YLCA – Various Newsletters
15. Community First Yorkshire – Rural News and Funding Bulletin
16. NALC – Weekly Newsletters
17. Community First Yorkshire – Various News Updates
18. YLCA – Various Evening Telephone Numbers
19. SYPTE – Various Bus Service Updates
20. RMBC – Far Right Extremism Workshop
21. RMBC – Various Winter Weather Warnings
22. RMBC – Parish Council Elections
23. Norman Anderson – Parish Council Meeting
24. Norman Anderson – Village Hall CCTV
25. Councillor Jeffrey – Reply to Marilyn Wallis at Rectory Gardens
26. NALC – Spring Conference
27. Seiretto Ltd – Web Account
28. Councillor Gregory – MP Meeting
29. Information Commissioner – Registration Renewal and Payment Receipt
30. Councillor Gregory – Report on RMBC Flooding Meeting
31. Councillor Gregory – Sitwell Rotary Address
32. Norman Anderson – Village Hall Invoice
33. Councillor Jeffrey – Rectory Gardens Report
34. YLCA – Coronavirus Advice
35. NALC – Dementia Research
36. Norman Anderson – Crime Statistics
37. Chesterfield Canal Trust – Newsletter
38. RMBC – 7May Elections and Nomination Papers Link
39. Norman Anderson – Business Rates at Village Hall
40. Northern Gas Networks – Gearing for the Future
41. Councillor Gregory – Meeting with Parents at Recreation Ground
42. RMBC – Various TPC Reports
43. Richard Peter Edley/Councillor Newbold – Todwick Litter/Bins
44. Councillor Gregory – Sitwell Rotary Address
45. Various Councillors – “Informer” Articles
46. RMBC, Ulley Parish Council and Councillor Dixon – Candidate/Agents Election Briefings
47. RMBC – Coronavirus Information
48. Councillor Dixon – Election Packs
49. Norman Anderson – Police Meeting/Coronavirus Impact and Water Supply at Village Hall
50. Councillor Lightfoot – Sitwell Rotary Contact

51. RMBC, YLCA and Various Councillors – Local Government Elections
52. NALC, YLCA, RMBC and Various Councillors – Keeping Councils Functioning During Coronavirus Period
53. Norman Anderson – Closure of Village Hall and CCTV Update
54. YLCA – Membership Invoice
55. YLCA – Office Closure
56. Chesterfield Canal Trust – Newsletter
57. Various Councillors – YLCA Invoice
58. YLCA and RMBC – Support to Community During Coronavirus Pandemic
59. SYPTE – Public Transport During Coronavirus Pandemic
60. Norman Anderson – Further Update on Village Hall Issues

### **19/167 ACTION TO BE TAKEN AS A CONSEQUENCE OF THE CORONAVIRUS PANDEMIC**

1. **Gregory** proposed that meetings of the Parish Council be suspended until further notice. The motion was seconded by **Wright**.

**Resolved** that future meetings of the Parish Council be suspended until further notice.

2. **Members** considered that there was sufficient space for people to exercise and for children to play outside without concerns of potential contagion. Whilst concern was expressed about the future ‘lockdown’ scenario, it was agreed that the Parish Council was not empowered to enforce any subsequent measures.

The loss of income to the Recreation Ground Charity may be offset if RMBC reduced maintenance schedules but it was felt that it was too soon to be raising such issues. The Charity would not raise invoices for sports groups in light of the current restrictions.

**Dixon** stressed that continued care must be given to the cricket pitch because failure to do so may create a situation of an unplayable surface once matches resumed.

**Wright** would discuss this issue with RMBC and the cricket teams.

**Resolved** to keep both play areas and the recreation ground open.

3. Clerk had advised that he would be completing the end of year accounts and circulating them to Members as usual. He was of the opinion that direction would almost certainly be received both from the YLCA and external auditor related to audit of the accounts for 2019/20 and common sense applied without causing any serious issues. Margaret Clark had once again kindly agreed to continue as the internal auditor and the checking of accounts etc. was possible without the need for personal contact between her and the Clerk.

**Resolved** that auditing issues be discussed with the Clerk and guidance sought from YLCA.

4. Discussion took place to determine who could/should make decisions and authorise payments during the period when so many restrictions were in place.

**Resolved** to empower the Clerk to do anything expedient and necessary to ensure the continuous business of the Parish Council from incurring liability during the period that the delegation was applicable.

Consultation would be available with the Chairman and Vice Chairman at all times.

Parish Councillors should remain the first point of contact for concerns that residents might have. All contact details were on the existing website and in the Informer, the latest version of which

had just been distributed.

**O’Sullivan** and **Lightfoot** were working on the new website and would launch this very soon. The Parish Council would use this and Facebook to pass on information. Parishioners were advised to follow the guidelines issued by the Authorities.

**Gregory** closed the meeting by asking that all Councillors keep in touch with one another and the Clerk, and if anyone had concerns, they should share them. The situation was unique and nobody could know how it would evolve. It was imperative that everyone stayed safe and be as positive as possible.

The Meeting Closed at 12.30p.m.

It was unknown when the Council would next meet.

..... Chairman

..... Date