

MENDHAM PARISH COUNCIL

Meeting Date: 4th January 2021

Venue: Virtual meeting via Zoom

Time: 7pm

Committee Members	Role	Present/Absent
Dennis Pye	Chair	✓partial attendance
Thelma Brown	Vice Chair	✓
Kathy Farrar		✓
Jimmy Kent		✓
Richard Mattocks		✓
Sally Mckinnon		✓
Clare Rix		✓
Mark Shortt		Absent

In attendance:

Clerk: Liz Frere-Smith

ITEM	AGENDA POINT	ACTION
1.	Public Forum & Reports from Councillors – No report received from councillors EFS to personally invite Lavinia Hadingham to attend next meeting or provide a written report.	EFS to invite LH to attend next meeting
2.	Welcome and Apologies DP struggled to attend via Zoom TB lead the meeting. Clerk to gently prompt MS about his required attendance.	DP struggled to attend meeting via Zoom so TB lead the meeting, EFS will report to DP contents of the meeting
3.	Declarations of interest and any dispensations allowed - 2 interest declared by 2 members. Decision notices received no current planning applications	
4.	Minutes of previous meeting – Agreed minutes as accurate.	
5.	Matters arising not covered by the agenda – Speeding KF would like to take up this issue again with the help of SM. SM has approached some residents in Withersdale to gather more information about the volume of lorries passing through the village.	EFS to add to agenda for next meeting.
6.	Finances – EFS discussed donations from previous years and requested members to decide on the amounts for this upcoming year. TB requested increase of precept back to £6500. Donations amounts to remain the same as this year as this supports local provision. It may be	EFS to update the budget plan for 2021/22

	necessary to use some more of the reserves figure but it would be prudent to retain a reasonable amount for emergencies.	
7.	Vacancy – EFS explained that she had been unable to contact appropriate department yet due to festive closure. Will contact department ASAP. RM – interested party in Withersdale and Mendham TB – 1 interested party	EFS to contact appropriate department re appointment procedures.
8.	Planning – No new planning applications and decision notices received for previous 2 applications. No current applications in the system.	
9.	Flooding report – DP to produce a written report on discussions with Guy Mcgregor with regard to flooding and also road closure notice.	DP to email details to members for information
10	Correspondence – none received other than broad information emails. TB requested information about any training that may be available to both councillors and clerk.	EFS to check what training is available
11	Any Other Business – Clerk had electronically archived paperwork from 1978 to current. Clerk to retain the memory stick for the time being. Policies and procedures – to be distributed for consideration and then agreed where applicable at next meeting. JK raised the problem of a large amount of sand that had recently been deposited at the Mendham/Withersdale junction due to the heavy rain. Highways to be contacted for clearance. RM to provide update on tree surgeon work that is still outstanding	EFS to distribute the required annual documents for consideration RM to provide update of works
12	Date of meeting 1 st February 2021 7pm	

The meeting closed at: 20.02

Signed by Chair: *Dennis Pye*

Date:1st March 2021

MENDHAM PARISH COUNCIL

Action Summary

Meeting Date: 4th January 2021

Date	Agenda Item	Action Point	Action By	Date Completed
4/01/21	1	Councillors reports	EFS to invite LH to attend next meeting	
	2	Attendance	EFS to gently remind MS re attendance	
	5	Speeding issue	EFS to add to the agenda 1/2/21	
	6	Finances	EFS to update the budget	
	7	Councillor vacancy	EFS to confirm appointment procedures	
	9	Flooding	DP to report to councillors	
	10	Training	EFS to forward links on with regard to training	
	11	Annual procedure	EFS to send out documentation for consideration	