



**MINUTES OF A VIRTUAL FULL COUNCIL MEETING OF THE
CAM PARISH COUNCIL HELD ON
WEDNESDAY 1st July, 6:30PM**

PRESENT: C Carter (Chair), F Poulter, B Tipper, S Angell, J Bishop, M Clifton, M Grimshaw, F Martin, P Powell (joined at 19:45)

APOLOGIES: B Whatling, J Fulcher, G McGlone

IN ATTENDANCE: J Walkley (Clerk), L Biddle (Deputy) 1 MOP

All in attendance were made aware that filming and recording may occur during the meeting. This meeting will be held in accordance with s.78 of the Coronavirus Act 2020, The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”) which came in to force on 4 April 2020.

Minutes

FC/20/001 To Receive and Accept Apologies for absence.

Accepted as above.

FC/20/002 To Receive Declarations of Interest and any requests for dispensations

None received

FC/20/003 To receive any questions, statements or submissions from members of the public in attendance

None received

FC/20/004 To Approve and Sign Minutes of the meeting held June as a True and Correct Record

The minutes of the meeting in June were accepted and authorised by the Chair

FC/20/005 To Note any Matters Arising from the Minutes and Not Covered by Agenda Items, for Information Only

None raised

FC/20/006 To receive Chairs Announcements

Cllr Carter noted quieter months but 2 important items of note
Dursley Welcomes Walkers – continuing progress for this years event.
NDP approval at SDC Environmental Committee.
Working with Place Studio on application for NDP award

FC/20/007 To consider co-options received

1 application received.

The applicant was asked questions and discussions took place regarding co option. It was AGREED to co-opt Mark Morton onto Cam Parish Council. Mr Morton signed the declaration, witnessed by the Council and joined the meeting.

FC/20/008 To consider membership of committee and agree terms of reference for committees for 2020/21

Chairs and Vice-Chairs of Council and Committees are in place until May 2021.

Recreation and Leisure Committee – Cllr Clifton, Cllr Bishop, Cllr Morton, Cllr Carter, Cllr Whatling, Cllr Fulcher, [Cllr Poulter](#)

Planning and Highways – Cllr Angell, Cllr Martin, Cllr Tipper, Cllr Carter, Cllr Whatling, Cllr Grimshaw

Finance and General Purposes – Chairs and Vice-Chairs of Committees with a 1-month period for Cllr Clifton to stay as a signatory for accounts to allow for handover period.

Staffing – made up from chairs and vice chairs (as FPGP)

FC/20/009 To receive reports on issues affecting Cam from

- **County Councillor**

£5,000 grant secured for GL11.

Many thanks to Mark Riddle for his assistance with the metro train service.

- **District Councillors**

Officers at Stroud will be working very hard to help the economical and community recovery from COVID-19.

Housing need has been reviewed

- **Parish Councillors**

Request for agenda item on trees at RL

Request for virtual meeting of Glos Charter meeting

FC/20/010 To receive internal auditor report for 2019-20

The Internal Audit report was received and accepted.

FC/20/011 To Complete and approve Section 1 of the Annual Governance and Accountability Return 2019-20

(The annual Governance statement)

Each statement was read in turn, which were all considered and AGREED by Council, Signed by the Chair and witnessed by all.

FC/20/012 To complete and approve Section 2 of the Annual Governance and Accountability Return 2019-20

(Accounting Statement)

All in agreement. APPROVED, Signed by the Chair and witnessed by all.

FC/20/013 To note dates of the period for the exercise of public rights

Dates are scheduled for Monday 6th July – 14th August. AGREED

FC/20/014 To note training opportunities

Zoom training meetings are available with GAPTC. Please contact Clerk for more details.

FC/20/015 To receive quotations from Came & Company and agree insurance quotes

Clerk RECOMMENDED to stay with existing company and accept the recommendation from Came and Company with an admin fee of £75.

Cllr Angell proposed accepting the Came and Company recommendation but investigate the commission the broker will be getting, seconded by Cllr Tipper. Majority in favour, 1 against and 1 abstention. It was AGREED that based on the assets register, the quotation for 1 year with PEN insurance and AXA of **£5,140.21** (Came & Company).

FC/20/016 To consider Health & Safety Support and agree quote

Chair proposed accepting the quote from Outsource Safety for £1,946 which includes 2 on site support days, the Health and Safety Policy and other benefits, agreed by all.

FC/20/017 To consider opening of play areas and outdoor gyms as covid restrictions lifted 4 july 2020. Agree safety measures or signage required.

Government has given notice that play areas can open on 4th July if you feel that it is safe to do so. Cllr Angell proposed we do not open the play areas until there is signage in place to advise of washing hands and social distancing, seconded by Cllr Bishop, agreed by all. Discussions took place regarding the installation on hand sanitation unit on site but this was considered inappropriate for the locations. H&S Risk assessments had been completed and work was ongoing. It was AGREED that the play areas should be opened at the earliest safe opportunity. Deputy to work with Chair and Vice- Chair of R&L to organise the posters.

FC/20/018 To consider agreement for Outreach Youth Work at Jubilee Field and consider funding for summer holiday activities

Proposal received from The Door Youth Leader to work with small groups of young people and assist them with emotional support. A budget had been requested for purchase of equipment - Cllr Angell proposed to give £500 to this project from the Social Development budget, seconded by Cllr Carter, agreed by all.

FC/20/019 To discuss and agree Letter for Rejection of sites

The increased pressures from developers in recent months has caused concern from Cllr's and local residents. Chair proposed sending a drafted letter to Stroud District Council to highlight these concerns, all in favour with 1 abstention. (letter attached).

FC/20/020 To consider and agree Street Naming for Coaley Junction application

It was considered that the name suggested did not follow the guidance and 'gate' is not appropriate. It was AGREED to propose Goldfinch Edge as an alternative road name.

At 21:00 Cllr Carter proposed suspending standing orders in order to complete the meeting.

FC/20/021 To note current 2020-21 budget status and agree actions

Staffing underspend should be reviewed by staffing committee and further staffing should be considered if required. Chair proposed accepting the current budget statement, agreed by all.

FC/20/022 To receive monthly financial reconciliation reports, agree payments for May/June and confirm arrangements for internal controls arrangements for accounts

Reconciliation not completed due to non receipt of bank statement.

The payments list was APPROVED including two additional payments and grounds maintenance additional work, agreed by all.

GAPTC - £380 audit

D R Howse – £6908.50

FC/20/023 To receive update on render repair for building

Work on the render repair is almost complete and painting is underway. Signage painting is not included within the quotation, Clerk to source alternative solution.

FC/20/024 Code of conduct consultation

It was AGREED that individual Cllrs should review the code of conduct and submit individual responses rather than a parish council response.

FC/20/025 To agree printing costs for 3 copies of the final version of NDP.

Chair proposed delegating authority to the Clerk with a budget of £80 to print a minimum 3 copies, agreed by all.

FC/20/026 To resolve that by the Public Bodies (Admission to Meetings) Act 1960 and under Section 100(A) of the Local Government Act 1972, the public and press be excluded for the following items 27-28 of business, on the grounds it involves the likely disclosure of exempt information as defined in the Acts

It was RESOLVED to exclude press and public from the meeting to discuss confidential issues.

FC/20/027 To receive request from Café regarding rent payments, extra external spacing and update on anticipated re-opening

FC/20/028 To consider restrictions to parish office for period to allow settling in of office staff and progress any office modifications required

The meeting was convened

FC/20/029 To note any items for information or referral only

All Cllrs to keep microphones on mute until invited to speak by the Chair.

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With no further items to discuss, the meeting was closed at 10:13pm