



ALSTON MOOR PARISH COUNCIL

Minutes of a remote meeting of the Development, Governance & Personnel Committee held on Monday 15th February 2021 at 7pm.

Present: Cllrs: M. Denoual (Chair), E. Grew, H. Ho A. Holt, L. Seaton, Z. Robson.

Apologies: none

1. Approval of minutes

Resolved to approve the minutes of the meeting held on 14th December 2020. Proposed by Cllr Seaton and seconded by Cllr Grew. (nem con)

Resolved to approve the minutes of the meeting held on 26th October 2020. Proposed by Cllr Holt and seconded by Cllr Seaton (4+ 2 abs)

Resolved to approve the action log from the meeting held on 30th July 2020. Proposed by Cllr Seaton and seconded by Cllr Denoual (4+ 2 abs)

Resolved to approve the minutes from the meeting held on 16th December 2019. Proposed by Cllr Seaton and seconded by Cllr Denoual (4+ 2 abs)

2. Actions & progress reports

2a/FEB/21 Amendment to ToR for the DGP & Finance Committee

Recommended to accept three alterations to the Finance Committee ToR to state that it will be open to the public, and to publish minutes on the website. Proposed by Cllr Denoual and seconded by Cllr Holt. (nem con)

Recommended to ask full council to set up a Finance committee, with the proviso that new councillors could join after the May elections. Proposed by Cllr Denoual and seconded by Cllr Seaton. (nem con)

2b/FEB/21 Deferred scheme of delegation

It was agreed to defer until after the May elections, when further discussions can be held on whether to go ahead with a town hall committee.

2c/FEB/21 Proposal to publish ADP meetings on website

Recommended to publish the minutes of ADP meetings on website. Proposed by Cllr Denoual and seconded by Cllr Holt. (nem con)

2d/FEB/21 AMPC website & publishing of personal e-mail addresses

The clerk reported that she had e-mailed members to ask permission from those who did not use the council e-mail addresses for permission to publish their preferred address on the website but has not heard back from anyone other than those members using the council address. To send out reminder. **Action Cl.**

Recommended that full council confirm acceptance of the new website. Proposed by Cllr Holt and seconded by Cllr Denoual. (nem con)

3. Recommendation on Public Sector Deposit Fund

The clerk reported to full council that as the council are building up funds to set aside for funding the public toilets and footway lights in future years, they could hold funds over the £85k guaranteed by the FSCS for the banks following next year's precept. The Public Sector Deposit Fund is used by local authorities, and the Fairhill Estates Charity has funds invested in its sister organisation COIF, which generates around £200 income per year. The fund requires an initial investment of £25k, which can be withdrawn on request with no requirement to maintain this balance.

Members were concerned that the PSDF might not be a safe investment.

Recommended that a second bank account be opened. Proposed by Cllr Holt and seconded by Cllr Denoual. (nem con)

The clerk advised that the bank should be one that made provision for two online authorisations.

4. Annual Parish Meeting

Recommended that a provisional date of 26th April is set for the Annual Parish Meeting. Proposed by Cllr Seaton and seconded by Cllr Denoual. (nem con)

The clerk reported that the Annual Parish Meeting is an opportunity for residents to question the council on their activities over the past year. The council also invites local organisations to give a verbal or written report. It was suggested that the MP could be invited. Also that full council could be asked to consider the format this year.

5. Community Award Scheme

Cllr Denoual reported that the council had agreed to progress a Community Award scheme last year through the ADP working group, but that it had been put on hold due to Covid. There are unsung heroes in the community working in the background. She suggested three awards given out by the council at the Annual Parish Meeting, one for each ward. The community could be invited to nominate people in future years. As the nominations would need to be discussed in confidence, the council would be asked their views after press and public had left.

Cllr Seaton offered to find out about trophies. **Action LS**

6. Proposal to defer policies review until the next meeting

Agreed due to time constraints to defer until the next meeting.

Cllr Robson suggested at the end of the meeting that the council consider a policy on memorial benches. Noted that the clerk received an e-mail suggesting that memorial trees could be planted as an alternative. To bring to a future meeting.

7. Date of next meeting

Monday 17th May

The meeting closed to the public to consider staffing matters.

8. Community Warden

Agreed to form a working group to produce a job description for the Community Warden/Lengthsman. Tasks could include litter picking, dealing with leaves and some grass verges, minor tree works, looking after benches. He/she should also spend allocated time in Nenthead and Garrigill, possibly on a weekly cycle. Cllrs Holt, Denoual, Grew and Seaton offered to go on the working group. Agreed this could be done by e-mail.

It was also agreed that the contract should end on the 31st March 2022.

9. Appraisals

Cllr Denoual circulated a copy of a policy from a parish council found on-line, and the clerk forwarded the protocol from CALC. Some of this could be adapted for use for the clerk and other council employees. Agreed to bring back to the next meeting before discussing with full council.

The meeting closed at 9.04 pm.

Signed:

Dated: