

**MINUTES OF BUSBRIDGE PARISH COUNCIL EXTRA ORDINARY MEETING  
HELD REMOTELY ON THURSDAY 6TH August 2020 AT 6:00PM**

[www.busbridgeparishcouncil.org.uk](http://www.busbridgeparishcouncil.org.uk)

The meeting opened at 6:00pm

**Present:**

Alison Martin, Chairman  
Philippa English, Vice Chairman  
John Graves  
Hilary Westwood  
Maxine Long  
Richard Seaborne  
Ilarion Gad, Parish Clerk

**1. Public Debate**

No members of the public attended

**2. Apologies for absence**

No apologies

**3. Minutes of the Council Meetings held on 18 June 2020 and 23 July 2020 were agreed by the council and will be signed by the Chairman and emailed to the clerk.**

**4. Disclosure of pecuniary and personal interests in any agenda item.**

None

**5. Tuesley Farm Issues and complaint**

Alison has been invited to Tuesley Farm briefing that will take place on 19 August 2020. John will inform her on the historic issues relating to previous applications.

**6. To discuss the duties section on Busbridge P. C. website**

All duties were agreed as per the general meeting 30 April 2020 and are on the website.

Some of the councillors official email addresses are functioning. Alison will check the rest of the email addresses with the website provider.

John suggested shortening the ending of the email addresses.

**7. Marwick Lane, Salt Lane and Station Lane HGV traffic.**

Councillors discussed the email sent by Paul Osborne.

**8. To discuss internal auditor's report.**

Councillors discussed the report and the feedback from the internal auditor.

#### **9. Considering a bespoke accounts package for the parish council finance.**

The council has decided to compare the finance package suggested by the internal auditor to the one used by Bramley parish council and will then make a decision.

#### **10. Planning Applications**

The council formally approved the parish council's comments on the following planning applications already submitted to WBC.

- WA/2020/0868
- WA/2020/0947
- WA/2020/0966
- WA/2020/0981
- NMA/2020/0096
- NMA/2020/0097
- WA/2020/1031
- NMA/2020/0075

#### **11. Councillors' reports.**

- Alison Martin: Website  
Discussed under item 6
- Philippa English: Footpaths / Winkworth Arboretum  
Nothing to report on Winkworth Arboretum. Philippa will find out from Winkworth Arboretum if they would already have a defibrillator on site.
- Hilary Westwood: Leithfield Park/ Joint Burial Committee  
Hilary will ask Leithfield residents' group if they would like a defibrillator placed at Leithfield.
- Maxine Long: Cheshire Home / Joint Burial Committee  
Maxine reported that the Cheshire Home is open for visits for close families only. No Covid 19 death has been reported.  
Nothing to report on JBC
- John Graves: Milford Hospital / Public Transport  
John and Alison have helped the League of Friends to put together a proposal for an Urgent Treatment Centre at Milford Hospital and this is still in progress.

#### **12. Finance report**

The Clerk reported on the Parish Council's cash balances and a recent bank reconciliation had been made available.

The following payments have been officially approved:

- Chq 463 dated 18/6/2020 SSALC subscription £328.29
- Chq 464 dated 18/6/2020 HMRC months 1-3 £202.80
- Chq 465 dated 18/6/2020 Zoom subscription £143.88
- Chq 466 dated 18/6/2020 Clerk's salary for June 2020 £270.40

The following payments have been approved:

- Chq 467 dated 30/7/2020 clerk's sal for July 20 £270.40
- Chq 468 dated 31/7/2020 clerk's exp for June/Jul £77.37
- Chq 469 dated 3/8/2020 internal auditor's fee £100

Vouchers and bank statements have been made available for inspection.

The council discussed future donations and decided to make a donation of £1,300 to Waverley CAB ahead of the end of the furlough scheme as they anticipate a huge workload will fall on CAB Waverley.

**13. Date of next meeting.**

Next meeting is due on 15 October at 6:00pm

Meeting closed at 7:05PM