Minutes of the Parish Council Virtual Meeting
Held on Thursday 16th April by Zoom2020 in Ringmer Village Hall

PRESENT: – Cllr Richard Turner Chairman, Cllr Richard Booth, Cllr Mandy Brown, Cllr Margaret Crompton, Cllr Johnny Denis, Cllr Clare Herbert, Cllr Jenny Hill, Cllr Sarah Phillips, and Cllr John Whitlock.

Also, in attendance: Karen Crowhurst – Clerk/RFO
Corinna Goward – Assistant Clerk

Members of the Public: 2

Item No	Minutes
1.	**TO RECEIVE APOLOGIES FOR ABSENCE**
1.1	Apologies were received from Cllr Kay.
1.2	During the meeting Cllr Brown, Cllr Harper, Cllr May, and Cllr Terry experienced technical difficulties and therefore were unable to be in attendance Cllr Brown was able to join the meeting at 7.20pm
2.	**DECLARATIONS OF MEMBERS' INTERESTS AND DISPENSATION REQUESTS**
2.1	There were no declarations of Member's interests nor dispensation requests.
3.	**TO ACCEPT THE MINUTES FROM THE PARISH COUNCIL MEETING HELD ON 12th MARCH 2020**
3.1	It was **resolved** to accept the minutes from the Parish Council meeting held on 12th March as a true and accurate record of the meeting with the exception of 8.24. It was agreed for the Chairman to sign the minutes once social distancing has been lifted.
4.	**PUBLIC QUESTIONS OR COMMENTS** This item shall last not more than 15 minutes or at Chairman's discretion and no contribution shall last more than 3 minutes.
4.1	At 705pm the Chairman suspended standing orders to allow time for member of the public in attendance to speak.
4.2	One member of the public informed the meeting that they were in attendance for item 7f.
4.3	At 7.03om the Chairman reinstated standing orders.
5.	**REPORTS FROM DISTRICT AND COUNTY COUNCILLORS – Maximum 15 minutes**
5.1	a) To note any written reports previously received
5.2	No written reports were received.
6.	**CORRESPONDENCE – FOR NOTING OR ACTION** a) To consider any correspondence for noting or action received after this agenda has been published
6.1	There was no correspondence for consideration.

7. **OFFICE & FINANCE:**

7.1 a) Payments and receipts 29th February 2020 – 31st March (Previously circulated)

7.2 It was r**esolved** to accept the payments and receipts presented.

7.3 b) Bank Reconciliation(s)

7.4 It was **resolved** to accept the bank reconciliation presented.

7.5 c) Bank summary

7.6 Members noted the bank summary.

7.7 d) Cost Centre Report

7.8 Members noted the Cost Centre Report.

7.9 e) Quotation(s)

7.10 There were no quotations for consideration.

7.11 f) Grant application(s)/Donations

- To consider donations to community groups, organisations and individuals who have assisted during the Covid 19 crisis and offer a statement of Ringmer Parish Council support and gratitude

7.12 A grant application was considered from St Peter and St James Hospice. After some consideration it was **resolved** to award the amount of £300. It was agreed that the parish council will consider any application received from community groups, organisations and individuals who have provided assistance to the community of Ringmer. It was also **resolved** for the Parish Council to offer a statement of support and gratitude.

7.13 Members agreed the Council would happily support the groups, organisations, and individuals financially. A grant application would have to be completed for auditing purposes.

7.14 This was proposed and seconded, followed by a vote by show of hands. All were in favour.

7.15 g) To accept and adopt the Communications Policy – A Strategy will follow at the May meeting

7.16 It was **resolved** to accept and adopt the Communications Policy presented.

7.17 This was proposed and seconded, followed by a vote was taken by a show of hands. The outcome of which was all were in favour.

7.18 h) To launch a Ringmer Parish Council Facebook Page

7.19 It was **resolved** to launch a Ringmer Parish Council Facebook page and the first post should be the statement of support and gratitude.

7.20 This was proposed and seconded, followed by a vote was taken by a show of hands. The outcome of which was all were in favour.

7.21 i) To agree variations to Ringmer Parish Council's Grant Policy to accommodate Special Projects and Ringmer Parish Council Community Infrastructure Levy applications

7.22 It was **resolved** to agree the variations to Ringmer Parish Council's Grant Policy as outlined in the Briefing Paper prepared by the Clerk

7.23 This was proposed and seconded, followed by a vote was taken by a show of hands. The outcome of which was all were in favour.

8. **To Authorise Delegated Authority until Covid 19 crisis is over**

8.1 a) Comments and Observations regarding planning applications will be delegated by email

8.2 It was **resolved** to delegate authority to the Planning Committee to consider small applications. It was further **resolved** that if an application increases the number of dwellings then this would trigger the need for a Planning Committee to be held by Zoom.

8.3 b) Emergency payments in emergency to support the Community during the Covid 19 crisis be made by the Chairman and the Clerk in accordance with Ringmer Parish Council Financial Regulations

8.4 It was **resolved** to delegate authority to the Chairman and the Clerk to make decisions regarding any small grants arising from the Covid 19 crisis.

8.5 This was proposed and seconded, followed by a vote was taken by a show of hands. The outcome of which was all were in favour.

8.6 During this item and incorporating item 10. It was **resolved** in light of new governance guidelines whilst restrictions are in place and Government have now agreed that Parish Councils do not need to hold an Annual Statutory Meeting which must be held in May, to roll the Council over in its current form Chairman, Vice Chairman, Committees and appointments.

8.7 This was proposed and seconded, followed by a vote was taken by a show of hands. The outcome of which was all were in favour.

8.10 There were no items for referral.

9. **ITEMS FOR REFERRAL TO NEXT AGENDA OR APPROPRIATE COMMITTEE**

9.10 There were no items for referral.

10. **URGENT ITEMS AT THE CHAIRMAN'S DISCRETION REQUIRING DECISIONS WHICH CANNOT BE HELD OVER UNTIL THE NEXT MEETING**

There were no further urgent items

THE PUBLIC AND THE PRESS HAVE A RIGHT AND ARE WELCOME TO ATTEND

Date of Next Council Meeting, Thursday 14th May 2020

St Mary's Room, Ringmer Village Hall or Zoom