

**Minutes of a Meeting of Puttenham Parish Council held on
on Monday 6 September 2021, in Marwick Hall, School Lane, Puttenham
commencing at 1930 hours.**

Present:

Councillor M Blundell Jones
Councillor P Adlam
Councillor J Perowne
Councillor W Yule

Chairman
Vice Chairman

In attendance

Councillor M Furness
Lt Col Leslie GA Clarke

SCC
Parish Clerk

2 Members of the public were present.

1	OPEN FORUM FOR MEMBERS OF THE PUBLIC
a	<u>Members of the Public</u> No issues were raised under this agenda heading
b	<u>SCC Councillor</u> Cllr Furness, SCC, reported that: <ul style="list-style-type: none"> • The B 3000 footpath had been cleaned. • £1000 grant from SCC had been made to the PC to assist in the cost of purchasing a defibrillator for the pavilion. Cllrs expressed their appreciation to Cllr Furniss. • SCC are collecting money and clothing for Afghanistan refugees. • Action is in hand to ensure that the grass and shrub on Puttenham Down is cut back
c	<u>GBC Councillor</u> In the absence of Cllr Rooth, no report was received. However Cllr Adlam advised that 11 Munday's Boro Road had had 11 van loads of rubbish removed by GBC. The Chairman reported that there was no update on the School Lane Enforcement Notice
d	<u>Head Puttenham School</u> The Head reported that 3 new families had joined the school which now had 94 pupils.
2	APOLOGIES FOR ABSENCE Apologies for non attendance were received in respect of Cllr Hirst and Cllr Rooth, GBC.
3	DECLARATION OF PECUNIARY INTERESTS No Member declared any pecuniary interest in any agenda item.
4	MINUTES OF THE MEETINGS HELD ON 24 MAY AND 5 JULY 2021 Members RESOLVED that the minutes of the meetings held on 24 May and 5 Jul 21 were a true record and they were duly signed by the Chairman.

5	<p>MATTERS ARISING All "Matters Arising" featured as agenda items.</p>
6	<p>RECEATION GROUND AND PLAY AREAS Cllr Yule reported that:</p> <ul style="list-style-type: none"> • He was still waiting for a response from EIBE regarding unsatisfactory equipment. • Skate park repairs had been completed. • Two new families had joined the tennis club. • Th 5-a-side football team had gone down well but the collection of match fees will need to be changed for next season. • A comprehensive survey had been conducted in regard to the proposed dirt track but further work was required.
7	<p>COMPUTERISATON OF CEMETERY RECORDS Members noted a quote from Pear Technology for the computerisation of the Cemetery Records which they found difficult to evaluate, the Clerk was asked to liaise with the report draftee to obtain clearer information. Members RESOLVED that a Grant Aid application should be submitted to GBC for £750.00 for the project.</p>
8	<p>CEMETERY AND WAR MEMORIAL The Chairman advised Members the Clerk had advised that a grant of up to £30,000 could be obtained from the War Memorials Trust to renovate the War Memorial and that he is awaiting quotes from two builders.</p>
9	<p>HEALTH AND SAFETY The Chairman reported that the new defibrillator for the pavilion had arrived and he was obtaining the services of an electrician to have it installed. It was observed that a spare battery is required for the machine near the bus stop it was agreed that details should be passed to the Clerk.</p>
10	<p>PLANNING Members RESOLVED to approve the observations submitted on Planning Applications since the last meeting.</p>
11	<p><u>FINANCE</u></p> <p>a <u>Invoices Paid</u> Members RESOLVED to approve the invoices paid since the last meeting.</p> <p>b <u>External Audit Report</u> The Clerk reported that the External Audit report for the year ending 3 Mar 21 had not yet been received.</p> <p>c <u>Cash Book</u> Members noted and RESOLVED to approve the cash book as at 31 Aug 21 at the next meeting.</p>
12	<p>PARISH COUNCIL STANDING ORDERS Members noted that NALC had issued a new Parish Council template for Parish Council Standing Orders and RESOLVED to approve and implement the new Standings Orders.</p>

13	PARISH COUNCIL MINUTES – BINDING Members noted that currently the Parish Council minutes for the period 1 Jan 13 to 31 Dec 21 were contained in a loose leaf folder and RESOLVED that, at a cost not to exceed £90.00, the minutes should be bound.
14	YOUTH CLUB Cllr Adlam reported that the Youth Club would re-open on 14 Sep 21.
15	PARISH PRECEPT 2022-2023 Members RESOLVED that projects and expenditure for 2022-2023 should be considered now relative to their effect on the Precept for that year.
17	CORRESPONDENCE No matters were raised under this agenda heading.
18	ADJOURNMENT FOR PUBLIC DEBATE No matters were raised under this agenda heading.
19	DATE OF NEXT MEETING The next meeting is scheduled to be held on 1 Nov 21.