

# **Yealand Conyers Parish Council**

## **Minutes of the parish council meeting held by video communication on Wednesday November 2020 at 7pm.**

**Present:** Cllr J Atkinson, Cllr M Bridge, Cllr A Metcalfe, Cllr D Hancock (Chair)  
Sue Brown, Temporary Clerk to the Parish Council.

**Open forum** – No member of the public in attendance. There is a blocked drain on Yealand Road, near The New Inn, which has been reported by Cllr Hancock. It seems there is a trickle leak further up the road, approx. 50 yards further down from Dykes Lane, which will need a separate report, which will be done by Cllr Hancock.

### **1703 Apologies for absence.**

Cllr Arthurs could not get an internet connection.

### **1704 To consider and approve the minutes of the ordinary meeting held on Wednesday 2nd September 2020.**

It was resolved that the minutes be approved and signed by the chairman at the next meeting.

Proposed by Cllr Atkinson.

Seconded by Cllr Metcalfe.

### **1705 Declarations of interest and dispensations.**

None. Noted that Cllr Metcalfe needs to complete her Declaration Forms

### **1706 Appointment of Sue Brown as temporary Clerk**

To be paid the same rate as she gets in Yealand Redmayne PC, on a consultancy basis, attending the meeting and taking/typing minutes, for hours worked.

Proposed Cllr Hancock

Seconded Cllr Bridge

### **1707 Update of Info for Correspondence**

Previous Clerk GM has passed paperwork to Cllr Hancock and will do the November PAYE. She will deal with ongoing queries. She has notified City & County of the change of correspondence address, all work should now go to / be forwarded to Cllr Hancock.

The bank papers have been passed through to Cllr Hancock also and a change of business address ( Cllr Hancock's )letter has been drafted, which is awaiting signature by Cllr Arthurs. The statements can be downloaded on a "view only" basis.

### **1708 Hosting the Website**

There is a possible security issue, in that Cllr Hancock could not access it last week, for uploading information. The Clerk holds the domain name, the annual fee will need to be paid to her, and she will then pay the subscription to the domain registering company.

### **1709 Clerk**

Adverts have gone in the Parish Magazine, Adrian Duggan has created a Warton news page, it has gone in there and it has been advertised at LALC, going to all clerks in the area. City Council might be able to advertise it ?

The new clerk will need a new email address and passwords. The website host might be changed in the future ? A query was raised as to what information needs to go onto the website, all Parishes must have a website now, transparency rules for small parishes, statutory documents, minutes, agendas, etc.

### **1710 Planning**

No outstanding Planning applications to consider

### **1711 COVID-19 Update**

The second Lockdown start on Thursday 5 November. Parish meetings will be by ZOOM for the foreseeable future. The New Inn will be closed again, some re-roofing work is needed. Contact/Kindness cards are being distributed around the villages. There is a City Council community connectors meeting tomorrow.

### **1712 Village Maintenance Update**

Enviocare has cleared Peter Hill and Yealand Road. Paul has started work on cleaning the road signs and notice boards. Agreed a two monthly invoice for payment would be better, to fall in line with the Parish meetings.

**1713 Finance**

Enviocare	£240.00
Cllr Hancock ( De Fib Sign )	£ 25.90
Internal Auditor Gift	£ 15.00
Zurich Parish Insurance	£230.72

It was resolved that the above payments be made.

Proposed by Cllr Atkinson.

Seconded by Cllr Bridge.

**1714 AONB display board update.**

New photographs with people in, to reflect the vibrancy of the villages, have been sent through to Barbara. All information is now in, we are waiting for the first draft to be produced, for consultation & review.

**1715 Reports and correspondence (information only).**

2 new tenants will be moving into the Almshouses in Warton, part of the Arch Bishop Hutton Trust. New showers are being installed, rather than replacing the baths.

COVID -19 Information is constantly being updated. Everyone has offered shopping, phone calls and Zoom Coffee mornings have been suggested. Sue Tyldesly is sending out the cards for contact details.

**1716 Date and time of next meeting.**

Wednesday 6 January 2021 at 7pm.

The meeting closed at 7.40pm.