

ST JAMES, ISLE OF GRAIN, PARISH COUNCIL

M I N U T E S

11th AUGUST 2020

PARISH COUNCIL MEETING HELD
IN THE VILLAGE HALL AT 19:00

Present:

Councillor P Blakeley
Councillor Mrs V Cordier (Chairman)
Councillor Mrs C Hardingham
Councillor A G Jones (Vice Chairman)
Councillor H Ogunfemi
Councillor Mrs C Tizzard
Councillor Ms H von der Holle
Councillor D Warrington

In Attendance:

Mrs Christine Gurr – Parish Clerk

Recording, filming and broadcasting of the meeting:

- There were no members of the press and public present.

Apologies for absence (received and accepted): None to receive.

(To avoid possible disqualification under the 6-month rule, Councillors must provide a reason for non-attendance)

Declarations of disclosable pecuniary Interests (DPIs):

- A member need only disclose at any meeting the existence of a disclosable pecuniary interest (DPI) in a matter to be considered at that meeting **if** that DPI has not been entered on the disclosable pecuniary interests register maintained by the Monitoring Officer.
- A member disclosing a DPI at a meeting must thereafter notify the Monitoring Officer in writing of that interest within 28 days from the date of disclosure at the meeting.
- A member **may not participate** in a discussion of or vote on any matter in which he or she has a DPI (both those already registered and those disclosed at the meeting) and **must withdraw** from the room during such discussion/vote.
- Members may choose to voluntarily disclose a DPI at a meeting even if it is registered on the council's register of disclosable pecuniary interests but there is no legal requirement to do so.
- Members should also ensure they disclose any other interests which may give rise to a conflict under the council's code of conduct.
- In line with the training provided to members by the Monitoring Officer members with also need to consider bias and pre-determination in certain circumstances and whether they have a conflict of interest or should otherwise leave the room for Code reasons.

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The following DPIs were received:

Agenda Item	Name of Member	Reason
5 (b)	Councillor Ms von der Holle	Ms von der Holle's quotation for decorating some areas of the Village Hall was under consideration.

(A Councillor who declares a DPI must withdraw from the room unless a dispensation has been obtained from Medway Council's Monitoring Officer)

Welcome

The Chairman welcomed members to their first face-to-face meeting since the COVID-19 Pandemic lockdown was announced on 23rd March 2020 and confirmed that it was being held in the large hall so that appropriate social distancing could be maintained for individual members and the public.

20.70 Minutes

The Minutes of the meeting held on 25th February 2020 were accepted as an accurate record of the proceedings.

ITEMS FOR DISCUSSION, RESOLUTION, OR REPRESENTATIONS

20.71 Approval of reason for absence of a Councillor from Meetings

Members discussed the following documents:

- Email dated 24th July 2020 from Perry Holmes, Chief Legal Officer and Monitoring Officer for Medway Council;
- Background report dated 4th August 2020 and recommended resolution for consideration and/or approval.

Action/Comments Agreed:

Members agreed that, from 11th August 2020 to the Annual Meeting of the Council (currently scheduled to take place on 25th May 2021) inclusive, under the provision of Section 85 (1) of the Local Government Act 1972 the following reasons shall be approved for the non-attendance of a Member at any meeting throughout a period of 6 consecutive months:

- The protection of the health of the residents of the area or;
- The health of the individual Member

OR

- Illness, with apologies sent if at all possible;
- Maternity, paternity, adoption or other parental leave;
- Caring responsibilities;
- Cancellation of meetings which the Member would otherwise have been expected to attend;
- Problems accessing a remote meeting which the Member would otherwise be expected to attend.

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19:20 *Councillor Ms von der Holle declared a pecuniary interest in the following item and left the room.*

20.72 **Procedures for re-opening the Village Hall**
Members discussed the following documents:

- COVID-19: Guidance for the safe use of multi-purpose community facilities published online by GOV.UK Updated 31 July 2020;
- Background report dated 4th August 2020 and recommended resolutions for consideration and/or approval.

Action/Comments Agreed:

Members agreed the following:

1. That making good/redecoration be carried out in the following areas:
 - a. Ladies' toilets
 - b. Gents' toilets
 - c. Entrance hall
 - d. Kitchen
2. That the hall remains closed until the making good/redecoration has been completed;
3. That a Risk Assessment be completed before the hall is re-opened for hirers;
4. That the quotation dated 7th August 2020 from Ms von der Holle in the sum of £1,808.90 be accepted.

19:25 *Councillor Ms von der Holle re-joined the meeting.*

19:27 *There being no further business, the meeting was closed.*

Signed:



Date: 25/08/2020