



Darnhall Parish Council



To: **The Members of Darnhall Parish Council**

Dear Councillor

You are summoned to attend the meeting of the Darnhall Parish Council to be held **remotely** on Tuesday 25th August 2020 at 7.30pm.

NB. Due to the ongoing COVID-19 pandemic, this meeting will be held remotely via Zoom. Login details can be found below.

Join Zoom Meeting <https://us02web.zoom.us/j/85344093185>

Meeting ID: 853 4409 3185

One tap mobile

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Meeting ID: 853 4409 3185

Find your local number: <https://us02web.zoom.us/j/85344093185>

Yours Sincerely,

Dr Mark Bailey

Interim Parish Clerk

AGENDA

PART A

1. PUBLIC PARTICIPATION

A period for members of the public to raise comments on matters being discussed at the meeting (15 mins max).

2. DECLARATIONS OF INTEREST

Members to declare any disclosable pecuniary interest or non-pecuniary interest which they have in any item of business on the agenda, the nature of that interest, and in respect of disclosable interests, to leave the meeting prior to the discussion of that item. If declarations are not made at this point in the proceedings, they should be made as soon as the Member becomes aware of an interest. Whilst the Clerk can advise on the Code of Conduct and its interpretation, the decision to declare (or not) is the responsibility of the Parish Councillor, based on the circumstances of the matter in hand.

3. APOLOGIES

Apologies for absence should be notified to the Clerk before 6.00 pm on the day of the meeting, if possible.

4. MINUTES – TUESDAY 28TH JULY 2020

To resolve that the minutes of the meeting of the Council held on 28th July 2020 be signed as a correct record.

5. MATTERS ARISING

To raise any matters from the above minutes.

6. CHAIRMAN'S REPORT

The Chairman of the Parish Council can provide a report to the Council under this item.

7. CASUAL VACANCY

One vacancy exists on the Parish Council following the resignation of Cllr John Bownes. The Council is now invited to co-opt an individual to fill the vacancy.

RECOMMENDATION: Members are asked to make a decision on filling the existing vacancy on the Parish Council.

8. VICE CHAIRMAN

To agree the appointment of Vice Chairman following the resignation of Councillor John Bownes

9. FINANCIAL MATTERS

9.1 Authorisation of Payments

£2,223.00	Cheshire Community Action (Neighbourhood Plan)
£50.00	Cheshire Community Action (Membership 2020-21)
£16.80	Shires Pay Services (M4 – 2020/21)
£208.80	Cllr Langley (Hand Sanitiser – reimbursement)
£tbc	Clerk's Pay (Interim – Dr M Bailey)

RECOMMENDATION Members are asked to approve the above payments.

9.2 Internal Audit 2019/20

To share the Internal Audit report from the Council's Internal Auditor (JDH Business Services). The report will be shared with Members when it becomes available.

RECOMMENDATION Members are asked to note and approve the Internal Audit report.

10. PLANNING MATTERS

To consider any planning matters affecting the parish.

11. COVID-19 UPDATES/GUIDANCE

To consider any issues relating to the COVID-19 pandemic impacting on the parish.

11.1 Re-opening Darnhall Village Hall

Following discussions at the last Parish Council meeting held on 28th July 2020, it was agreed to work towards the re-opening of the Village Hall.

To this end, a meeting of the Darnhall Village Hall Management Committee was held on 30th July 2020 and the minutes of this meeting are attached to this agenda.

The Management Committee agreed to ask the Parish Council to decide on a re-opening date for the Village Hall. To assist with this process, a number of documents have been produced: -

- Risk Assessment – opening the Village Hall
- Risk Assessment – for hirers of the Village Hall
- Signs and other information for those using the Hall

These documents are also attached to this agenda for information.

RECOMMENDATION Members are asked to: -

- Ratify the minutes from the Darnhall Village Hall meeting held on 30th July 2020 (attached)
- Note the documents produced as a result of the above meeting
- Agree a date for re-opening the Village Hall – safely and within government guidelines

11.2 Updates on COVID-19

To consider any other updates on the impact of the pandemic on the parish.

12. DARNHALL VILLAGE HALL

Members are asked to consider the following issues relating to the Village Hall:

- Wi-Fi/Broadband Access
- Insurance

13. GENERAL DATA PROTECTION POLICY – DATA PROTECTION ACT 2018

Members are asked to consider the attached draft Data Protection Policy in line with current Data Protection legislation.

RECOMMENDATION Members are asked to consider the attached draft Data Protection Policy and approve or otherwise

14. CLERKS REPORT

To consider any updates from the (interim) Clerk.

- Community Champions
- Home to school transport

15. COMMUNICATION/SHARED INFORMATION

Members may share any other information, but formal decisions cannot be taken under this item.

PART B

16. EXCLUSION OF PRESS AND PUBLIC

That in accordance with Paragraph 1(2) of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of the following item owing to the confidential nature of the business to be transacted.

17. INTERIM CLERK

Members are asked to agree the terms and conditions for the appointment of the interim Clerk, as outlined in the attached Contract of Employment.

18. WEBSITE

To consider the matter of the current arrangements for the website and future arrangements in light of changes to regulations.

RECOMMENDATION Members are asked to approve changing the current website and domain host providers in preparation of The Public Sector Bodies (Websites and Mobile Applications) (No.2) Accessibility Regulations 2018.