

**MINUTES OF THE MEETING OF CONEY WESTON PARISH COUNCIL  
HELD ON THURSDAY 23 MARCH 2021 AT 7.00PM  
VIA VIDEO-CONFERENCING**

**PRESENT:** Councillors P. Clarke (Chair), S. Hindry (Vice Chair), C. Flood, J. Ladell, G. Mihr, A. Morris (Clerk), and 2 members of the public.

**ACTION**

1. **Apologies for Absence:** Apologies received from Cllr Hogg.
2. **Declaration of Interest:** no declarations of interest were received.
3. **To approve the draft minutes of the last Parish Council meeting (4 March 2021)**  
The draft minutes of the Parish Council meeting held on Thursday 4 March 2021 had been previously circulated and were agreed – proposed by Cllr Clarke and seconded by Cllr Flood. Unanimously agreed.
4. **Scheme of public speaking about a particular agenda item** – no requests to speak at particular agenda items from members of the public were received.
5. **Planning Appeal Notification AP/21/0006/STAND** – (i) 1 dwelling (i) new access – plot adjacent to 4 Rushford Road, Coney Weston. The original planning application was discussed at the Parish Council meeting on 15 June 2020. Cllr Mihr stated that as nothing had materially changed in terms of the location and speed device sign since that time that our comments as noted in the minutes at item 6.1 of 15 June 2020 still stand.  
Appeal not supported – proposed by Cllr Clarke, seconded by Cllr Mihr. Unanimously agreed.
6. **Bank mandate** – change in principle of signatories on bank account to add Cllrs Flood and Mihr. Proposed by Cllr Clarke, seconded by Cllr Ladell. Unanimously agreed.
7. **Internal Controls** – this control document will form part of our AGAR submission for the 2020/21 year. It was agreed to produce an action plan to deal with outstanding items based on the statement of internal controls carried out by Cllr Hindry which had been previously circulated. Review approved. Proposed by Cllr Clarke, seconded by Cllr Flood. Unanimously agreed.
8. **Emergency Plan** – format of the plan which had been previously circulated was discussed. Cllr Mihr agreed to produce a notification tree for cascading information to villagers in the event of an emergency. Document is still work-in-progress. To be reviewed at next meeting.
9. **GDPR Privacy Notice** – it was proposed by Cllr Clarke to adopt this document which had previously been circulated. Seconded by Cllr Hindry. Unanimously agreed.

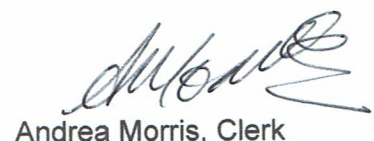
**AM**

**GM**



Peter Clarke, Chairman

499



Andrea Morris, Clerk

10. **Staffing and Employment Matters** - this item was moved to private session and 2 members of the public and the Clerk were annexed to the waiting room.
11. **Staffing and Employment Matters – Clerk’s appraisal and probation period** – it was agreed to confirm the Clerk in post at the end of the 6 month probation period (30 April 2021). Proposed by Cllr Clarke, seconded by Cllr Mihr. Unanimously agreed.
12. **Annual Village Meeting 2021** – it was noted that there would not be a penalty if we do not hold this event due to the uncertainty around the Coronavirus restrictions. It was agreed to postpone the 2021 Annual Village Meeting until such time as restrictions are lifted. Proposed by Cllr Clarke, seconded by Cllr Ladell. Unanimously agreed.
13. **Date of Next Meeting** – Tuesday 4 May 2021, to incorporate the Annual Meeting of the Council.

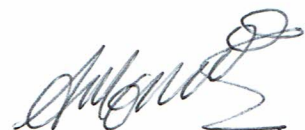
Andrea Morris

Clerk

500



Peter Clarke, Chairman



Andrea Morris, Clerk