



MINUTES of a Meeting held virtually on Tuesday 9th March 2021 at 7.30pm

Due to HM Government's measures for Covid-19, the Parish Council met virtually via Zoom, a conferencing platform.

00. PUBLIC SESSION

Further to some discussion about ward boundaries at the February meeting, Cllr. Bayley informed members that she had established that generally a ward needed to consist of 3000 households and that any decision regarding ward allocations would need to be taken by the Boundary Commission (not SDC).

Cllr. Bayley also updated the council regarding concerns around alleged drug activity and antisocial behaviour in Riverhead, close to the Dunton Green boundary. Cllr. England confirmed that she had communicated with the PCSOs about worries about possible unlicensed alcohol sales, ASB and drug dealing around the Majestic Wines layby and near Topps Tiles (following residents raising the issues). Cllr. Lockey advised that there were also possible concerns at the Rose & Crown car park. With the pub not being open and accepting that at certain times of the day the car park might be being utilised by the nursery, there was often a lot of vehicle activity later in the day. Cllr. Carrol commented that there seemed to be less Police presence around the station than there had been during the previous lockdown. The Clerk would report everything back to the PCSOs to ensure that they had all the available information.

ACTION: CLERK

Cllr. Brown reaffirmed the message for residents to call 101 to report concerns and informed the Council of possible concerns with an off-road cycle group in the area who build ramps and courses without permission on private land and then advertise themselves as a bona fide activity.

Cllr. Lapham commented that the timing of a lot of current road closures/road works coinciding with the start back to school did not demonstrate good planning and Cllr. Brown offered to take the matter back to KCC.

ACTION: CB

Following on from other comments, the Clerk would liaise with the KCC Highways Manager about the quality of road repairs as KCC's contractors did not seem to be doing a very good job.

ACTION: CLERK

01. PRESENT / APOLOGIES

Present: Cllrs. England, Lockey, Copeland, Parker, Gomes-Chodynietki, , Norton, Lapham, Hersey , Carrol

Apologies (accepted): Cllr. Chard (KCC)

In attendance: Tracy Godden (Clerk), Cllrs. Bayley (SDC), Cameron (SDC)

02. MINUTES OF THE COUNCIL

The minutes of the meeting held on Tuesday 9th February 2021 were approved as a true record.

Proposed – Cllr. Gomes-Chodynietki, Seconded – Cllr. Carrol and Agreed.

03. DECLARATIONS OF INTEREST IN AGENDA ITEMS

None.

04. GENERAL ADMINISTRATION

4.1 Member Dispensations & Non-Pecuniary Interests: Requests for dispensations to be submitted to the Clerk for approval.

None.

4.2 .Training (Councillor and Staff)

The Clerk attended (virtually) the following:

23-25/02/21 SLCC Practitioners' Conference

The Clerk is currently booked to attend (virtually) the following:

23/03/21 SLCC Webinar How to use graphic design software CANVA

Cllr. Carrol is booked to attend the KALC Planning Conference later this month. The Clerk reminded all councillors that if they wished to attend any training sessions offered by KALC that they should let her know so that they could be booked.

4.3 Financial Regulations and Standing Orders – Review

Financial Regulations: The Clerk had prepared a draft document for members to consider, based on the latest (2019) Model Financial Regulations. Having reviewed the document, members agreed that it was not necessary to amend any of the monetary figures from their current levels. It was also agreed that, in line with the Parish Council's current regulations, where stated, decisions would continue be taken by full council.

It was Proposed – Cllr. Carrol, Seconded – Cllr. Lockey and Agreed that the draft document be adopted (subject to a 'clean' copy being produced, removing highlights, and any other means used to identify areas where changes could or should be made in line with the new Model).

ACTION: CLERK

Standing Orders: The Parish Council's current Standing Orders are based on the latest Model. The Clerk suggested that members may wish to consider an addendum to cover virtual meetings and contingencies for emergencies (like the current pandemic). Draft wording of an addendum would be sent to members for consideration ahead of the April meeting. In the meantime, it was Resolved that Standing Order 3i should be amended to remove any requirement for anyone speaking to stand (remove text: 'and stand when speaking (except when a person has a disability or is likely to suffer discomfort). The chairman of the meeting may at any time permit a person to be seated when speaking').

ACTION: CLERK

4.4 Meetings: Update (if available) regarding the continuation of virtual meetings and to agree meeting scheduling for April and May 2021

There had been no further updates about any possible extension of legislation permitting virtual meetings to continue beyond May 7th. It was Resolved that the April meeting of the Parish Council would take place virtually, as scheduled, on 13th April and would be preceded on the day by a short Annual Parish Meeting; the May meeting of the Parish Council (the Annual Meeting of the Parish Council) would be brought forward to Tuesday 4th May so that it could be held lawfully as a virtual meeting. Dates and 'locations' (be that virtual or face to face) of meetings would be confirmed nearer the time.

ACTION: CLERK

4.5 Dunton Green Parish Council Logo: to note an unauthorised use and to discuss copyright

It had been brought to the Clerk's attention that someone was using the Parish Council's logo as their Facebook cover photo with a profile picture that had been doctored to superimpose a Parish Councillor's face on it. To what end, it was unclear but the use of the Parish Council's logo by unauthorised parties is not permitted. Following some discussion about the concerns that this raised (which included some input from Cllrs. Brown & Bayley), it was Proposed – Cllr. Lapham, Seconded – Cllr. Norton and Agreed that the Parish Council's solicitor be instructed to correspond with the individual advising them that use of the logo amounts to 'fraud by misrepresentation' and demanding that the logo be removed from their Facebook profile. The Clerk was also asked to obtain more information about copyrighting the logo so that an informed discussion about this could take place.

ACTION: CLERK

Cllrs. Bayley & Brown left the meeting.

05. DGPC REPRESENTATIVES – EXTERNAL BODIES

5.1 Feedback from any meetings attended by DGPC's representatives on external bodies

No meetings attended.

5.2 Meetings due to be attended

Donnington Hall Management Committee meeting w/c 15th March.

06. COVID-19

6.1 To note any updates to procedures and regulations affecting DGPC assets

The lockdown 'roadmap' was issued by Government on 22nd February which outlined proposed timings for the various stages of restriction lifting (subject to various targets being met or maintained). The first date of note for DGPC is March 29th when tennis and a degree more of outdoor activity is permitted. The tennis courts and the MUGA will be unlocked on that date.

ACTION: CLERK / FE / GH

6.2 Recreation Ground facilities and Pavilion re-opening: to consider potential timings in light of the latest updates

The slow easing of restrictions will permit the reopening of the Pavilion with effect from 12th April. This is still the school Easter holidays. The Clerk confirmed that the school term would restart on 19th April and that the 8-12s project had indicated that they would be planning a return from that date. There had been an enquiry from Sevenoaks Larder to see whether they could launch the Dunton Green satellite from 8th March, but the Clerk had advised them that the Parish Council would be unwilling to allow anyone to re-enter the Pavilion until cleaning had been reinstated. It was agreed that the Sevenoaks Larder should be invited to launch on April 20th. Other hirers would similarly be able to recommence w/c 19th April if their students/clients are under 18s. Recommencement of adult indoor classes would not be possible before 17th May earliest.

Dunton Green Football Club had advised that it seemed likely that their season would restart from 4th April. The Clerk has informed them that initially there will be no admittance for use of toilets (with the building still being closed) but that this might be possible at a later date (subject to adhering to Government guidelines). The football pitch goalmouths have been overused during the winter. They had been cordoned off once and the barrier then removed by unauthorised persons. This had been reinstated (by Cllr. Hersey) in a bid to prevent further damage and to enable the ground to recover a little before football is played on it. The Clerk will purchase a new supply of hazard tape to ensure that any areas that need marking off can be.

ACTION: CLERK

07. CLERK'S REPORT To receive the Clerk's report

The Clerk advised members that with numerous new enquiries about pavilion hire and with the lockdown restrictions being eased, it seemed the appropriate time to recruit a new member of staff to manage the Pavilion bookings and generally oversee DGPC's assets. This post is budgeted for and the Clerk had liaised with the Chairman to review and update the job specification and advertisement for the post. The advert would be issued w/c 15th March with a deadline for applications of 9th April, interviews w/c 19th & 26th April with a view to starting mid-May. It was Resolved that a new member of staff should be recruited, as described above.

ACTION: CLERK / FE

08. COMMUNITY DEVELOPMENT & SAFETY

8.1 Anti-Social Behaviour – to note any issues

Under Item 00. Public Session there had already been mention of ASB, drug dealing and alcohol sales. Fly tipping remains another concern in the village. Food waste dumping has started again, this time adjacent to the station footpath within the agricultural land. A resident has raised this with DGPC, and the Clerk has already forwarded posters to the Chairman and Cllr. Carrol that can be put up in the vicinity to try to deter whoever it is that is doing this. The Clerk has also contacted SDC for help and advice.

09. FINANCE

9.1 Bank Reconciliation

A bank reconciliation to 28th February 2021 was presented by the Clerk and it was Resolved that it be accepted. The Chairman confirmed that she would verify all the bank balances stated on the reconciliations against the bank / investment statements when it was safe and appropriate to do so at the office.

ACTION: CLERK

ACTION: FE

BANK RECONCILIATION TO END 28/02/2021

Description	Value £	Value £
Cash in hand 01/04/2020		£120,615.58
ADD Receipts 01/04/2020 – 28/02/2021		£176,915.23
TOTAL		£297,530.81
SUBTRACT		
Payments 01/04/2020 – 28/02/2021		£135,071.56
A: Cash in hand 28/02/2021		£162,459.25
Cash in hand per Bank Statements		
NatWest Reserve 28/02/2021	£72,869.57	
NatWest Current 28/02/2021	£9,388.62	
CCLA Public Sector Deposit Fund 31/01/2021	£40,201.06	
CCLA Local Authorities Property Fund 31/03/2020	£40,000.00	
TOTAL CASH IN HAND per Bank Statements		£162,459.25
Less unrepresented cheques		£0.00
TOTAL		£162,459.25
Plus unrepresented receipts		£0.00
B: Adjusted Bank Balance		£162,459.25

9.2 To receive Year To Date Analysis (Apr-Feb inclusive) 2020/21

The Clerk had provided a copy of this analysis ahead of the meeting for members to review. The analysis outlined the Parish Council's current position against budget. Members noted the details and there were no questions regarding what was reported.

9.3 Scope of internal audit for of 2020/21 accounts

A document detailing the scope of the internal audit had been provided and it was considered by members. It was Resolved that the scope outlined should be approved.

9.4 Annual review of the effectiveness of the system of internal audit

A document detailing how the effectiveness of the system of internal audit had been reviewed had been provided. It was Resolved that the system of internal audit was effective.

9.5 Annual review of the effectiveness of the system of internal control (Statement of Internal Control)

The Statement of Internal Control had been provided and members considered the details. It was Resolved that the system of internal control was effective.

9.6 To note date for the internal audit of the 2020/21 accounts

The Clerk confirmed that the Internal Audit would be conducted on 8th April. The Annual Governance & Accountability Return would be completed and presented at the April meeting, after the Internal Audit had been completed. The Internal Audit would be carried out from the Pavilion (unlike last year when it was conducted remotely due to the first Covid-19 lockdown).

9.7 Small Business Grant application

It was noted that the Clerk had applied to Sevenoaks District Council regarding potential grants available because of the Pavilion having to be closed due to Government restrictions in November 2020 and from 5th January 2021. The Clerk was awaiting a decision from SDC as to DGPC's eligibility.

9.8 DGPC Pavilion Hirers: to consider status of returning hirers (post-lockdown) & the impact on finances and to agree charging levels for 2021/22

Whilst some of DGPC's revenue losses had been offset by a grant in 2020, there were some concerns about income in 2021/22. Having been advised in December that one hirer would be leaving permanently, the Clerk had recently

been informed that their new venue had fallen through and that they wished to continue. This had initially been on the same terms as 2020 but the most recent update indicated that the hirer would be moving for one day of the week to the new venue that had let them down.

The Clerk reminded members that there had been a small charging increase due in April 2020 that had not been implemented due to the pandemic. After some discussion, it was Proposed – Cllr. England, Seconded – Cllr. Carrol and Agreed that the 2020/21 rates should now be implemented for all hirers and that any discounted rates previously enjoyed by some commercial hirers should be removed. Rates would then be reviewed again for 2022/23 when setting the budget for that year.

The Parish Council would continue to support charitable organisations by either offering them hire at nil cost or at a vastly reduced rate.

9.9 CCLA Investments – update and overview

Cllr. Lockey provided members with a brief overview of how the Parish Council's investments are faring.

The Public Sector Deposit Fund: this is a money market investment and you broadly get out what you put in and any interest earned remains invested (i.e., it is added to the investment capital). The return has reduced considerably over the last year but remains competitive (it is still a better rate than DGPC is seeing from its bank).

The Local Authorities Property Fund: the money invested here is invested very much with the long term in mind. Prices have been variable and have dropped. If the Parish Council was to cash in now, it would lose money on its investment sum. However, since December, some of the investment loss has been gained back and the quarterly return (the dividend that is paid back to the Parish Council, rather than reinvested) is actually very good and significantly outperforms any return on the Parish Council's money that it could expect from its bank.

10. ACCOUNTS FOR PAYMENT

10.1 List of payments for approval

It was Proposed – Cllr. Lockey, Seconded – Cllr. Hersey and Agreed to approve/ratify for payment a list of cheques, bank transfers, debit card payments and direct debits (with supporting documentation) as detailed below.

Payment Type	Description	Net £	VAT £	Gross £
February Payments (reported at February meeting in italics)				
DEBIT CARD	<i>Adobe Systems Software Adobe Acrobat subscription</i>	<i>12.64</i>	<i>0.00</i>	<i>12.64</i>
BANK TFR	<i>The Play Inspection Company Ltd Operational H&S Inspection Jan 21</i>	<i>55.00</i>	<i>11.00</i>	<i>66.00</i>
BANK TFR	<i>Streetlights Payment 2 of 2 2020/21 Maintenance Contract</i>	<i>838.12</i>	<i>167.62</i>	<i>1005.74</i>
BANK TFR	<i>Streetlights Column 28 Lennard Rd (mirror and door band)</i>	<i>126.25</i>	<i>25.25</i>	<i>151.50</i>
DD	<i>123 Reg Email/Web hosting/domain name renewal</i>	<i>59.88</i>	<i>11.98</i>	<i>71.86</i>
BANK TFR	<i>Staff Salaries & Expenses February 2021</i>	<i>2322.74</i>	<i>0.00</i>	<i>2322.74</i>
DD	<i>Virgin Mobile Phone contract</i>	<i>7.00</i>	<i>1.40</i>	<i>8.40</i>
DD	<i>British Gas Pavilion Gas January 2021</i>	<i>248.21</i>	<i>49.64</i>	<i>297.85</i>
DD	<i>E.On (Pavilion Electricity) January 2021</i>	<i>349.05</i>	<i>69.81</i>	<i>418.86</i>
DD	<i>Shred Station Confidential Waste Collection January 2021</i>	<i>31.00</i>	<i>6.20</i>	<i>37.20</i>
DD	<i>SAGE UK Ltd Payroll software</i>	<i>7.00</i>	<i>1.40</i>	<i>8.40</i>
DD	<i>E.On (Unmetered Supply) January 2021</i>	<i>80.83</i>	<i>4.04</i>	<i>84.87</i>
DD	<i>B&CE HSM Ltd (The People's Pension)</i>	<i>269.62</i>	<i>0.0</i>	<i>269.62</i>
BANK TFR	<i>Getting-IT-Working IT Support February 2021</i>	<i>150.00</i>	<i>0.00</i>	<i>150.00</i>
DD	<i>EE Mobile phone contract</i>	<i>8.17</i>	<i>1.63</i>	<i>9.80</i>
DD	<i>Onecom Ltd Broadband & Telephone January 21</i>	<i>65.71</i>	<i>25.66</i>	<i>78.85</i>

DEBIT CARD	Microsoft 365 Business Standard Subscription Renewal	112.80	22.56	135.36
DEBIT CARD	Amazon Office/stationery supplies	22.42	4.48	26.90
BANK TFR	KALC Councillor Training: Planning Conference	50.00	10.00	60.00
DEBIT CARD	Amazon The Parish Councillor's Guide	30.07	0.00	30.07
BANK TFR	Medisol BV Defibrillator spares (village hall equipment)	72.00	14.40	86.40
BANK TFR	Action with Communities in Rural Kent Annual Subscription	80.00	0.00	80.00
March Payments to date				
DEBIT CARD	Adobe Systems Software Adobe Acrobat subscription	12.64	0.00	12.64
BANK TFR	Getting-IT-Working IT Support February 2021	150.00	0.00	150.00
DD	TV Licensing Annual Licence renewal for Dunton Green Pavilion	157.50	0.00	157.50
March Payments (expected but unconfirmed/not yet paid as at 09/03/21)				
DD	Virgin Mobile Phone contract	7.00	1.40	8.40
DD	British Gas Pavilion Gas February 2021	275.56	55.11	330.67
DD	E.On (Pavilion Electricity) February 2021	391.52	78.30	469.82
DD	Shred Station Confidential Waste Collection (Feb 21: holding fee)	15.00	3.00	18.00
BANK TFR	Staff Salaries & Expenses March 2021	2144.06	0.00	2144.06
BANK TFR	HMRC Quarter 4 2020/21 PAYE Tax & NI Payment	3006.86	0.00	3006.86
DD	SAGE UK Ltd Payroll software	7.00	1.40	8.40
DD	E.On (Unmetered Supply) February 2021	73.01	3.65	76.66
BANK TFR	Getting-IT-Working IT Support March 2021	150.00	0.00	150.00
DD	B&CE HSM Ltd (The People's Pension)			
DD	EE Mobile phone contract			
DD	Onecom Ltd Broadband & Telephone February 21			

ACTION: CLERK

11. PLANNING

11.1 CURRENT PLANNING To consider the applications and to resolve to agree recommendations.

11.1a Planning Application 21/00182/HOUSE

Location: 22 Mill Road

Development: Change of use from garage into playroom

Recommendation: Support. Proposed – Cllr. Hersey, Seconded – Cllr. Lockey and Agreed.

ACTION: CLERK

11.1b Planning Application 21/00458/PAE

Location: 50 Lennard Road

Development: Prior notification of a single storey rear extension which extends 4.00m beyond the rear wall of the original dwelling house with a maximum height of 3.70m and eaves height of 2.50m

N.B. The Parish Council has NOT been asked for comment on this application as it is a prior notification (PAE)

Having discussed the application, members did not feel inclined to need to comment.

11.1c Planning Application 21/00632/HOUSE

Location: 29 Bankside

Development: Proposed first floor front/side extension, garage conversion, floor plan redesign, ground floor rear extension and all associated works to include Juliet balcony and alterations to fenestration

Recommendation: To be determined. Details of this application had only been made available 24 hours prior to the meeting. The Clerk will forward details to members for their consideration and comment. A response will then be submitted, if deemed necessary, prior to the SDC deadline.

ACTION: CLERK / ALL

11.2 PLANNING NOTIFICATIONS It was resolved to note the decisions from SDC or the Planning Inspectorate.

None to note.

12. RECREATIONAL FACILITIES AND COMMUNITY AMENITIES**12.1 Grounds Maintenance****12.1a To further consider areas vulnerable to damage (village green and The Crescent perimeters): additional bollards or other solutions**

There were no calls for more bollards to be installed. For now, the corners of the village green where vehicles have driven over the verges will be dealt with by infilling.

ACTION: CLERK / GH

12.1b Recreation ground: to consider verti-draining quotations

The Clerk had received several quotations to verti-drain and top dress the football pitch area. It was Proposed – Cllr. Hersey, Seconded – Cllr. Lockey and Agreed that a quotation from Bourne Sport of £2450 plus VAT be accepted.

ACTION: CLERK

12.1c Recreation ground: to note planned works and work undertaken to date

Cllr. Hersey has been busy clearing brambles and vegetation on the strip of land in the recreation ground between the footpath and the boundary fence for Glyn Davies Close. In doing so, he has uncovered a good deal of what is effectively fly tipped waste (most of it next to the fence). It was agreed that the Clerk should contact SDC (or similar waste disposal contractors) to have the waste removed by lorry. The old sofa in the changing rooms and the old litter bin by the substation could be collected at the same time.

ACTION: CLERK

12.2 Projects - Updates regarding:**12.2a Recreation Ground Play Areas: upgrades/improvements**

Members were shown examples for a potential new zipwire and climbing frame (to replace existing) at the recreation ground. The Clerk advised that costs were likely to be in the range of £15,000 to £21,000 (including supply & installation of the zipwire, plus installation of new bonded mulch safety surfacing). For the zipwire, members asked if it was possible to obtain costings for complete refurbishment of the existing zip wire and for a zipwire using the existing platform (for comparison against the potential costs of a completely new installation).

ACTION: CLERK

Members were shown examples of rotating and static climbing frames, of various heights and designs. The Clerk advised that costs were likely to be in the range of £14,000 to £16,000 (including supply & installation of the climbing frame, plus installation of new bonded mulch safety surfacing). Members felt that a rotating climbing frame might prove to be demanding in terms of ongoing maintenance. Cllr. Hersey would measure the height of the current climbing frame so that an informed decision can be made in relation to an appropriate height for any new climbing frame.

ACTION: CLERK

12.2b Floodlights and other electrical projects

No update. The Clerk to chase again as works need to be completed, ideally, before the Pavilion reopens.

ACTION: CLERK

12.3 Pavilion

12.3a Contractor works to include:

12.3ai Reinstatement of cleaning schedule

Cleaning will recommence w/c 12th April to get the building fit for visitors and the Clerk will also follow up on a lead about deep cleansing of the building (to include the use of protective materials to safeguard users).

12.3a ii Locksmith to security check all doors/shutters/locks (internal and external)

The Clerk will make arrangements (to include the shutter to the outside store which is becoming more difficult to open).

12.4 Defibrillators

It was noted that spares for three of the defibrillators are becoming more difficult to find and that in due course it will almost certainly be necessary to replace the machines. The Clerk cannot stockpile batteries and pads because they become out of date. This should be remembered when looking at future budget requirements and country of manufacture may be something to consider when purchasing further devices.

ACTION: CLERK

13. HIGHWAYS & TRANSPORTATION

13.1 Motorway traffic diversions & impact on A224 (to note latest update from KCC and PCC)

The Clerk confirmed that there had been fewer issues to date in 2021 than seen at the end of 2020 but that she had been informed of overnight issues when they had happened by two councillors and a member of the public.

Information had been passed to Cllr. Nick Chard who had been in touch with the Clerk and those of neighbouring parishes who are also affected by diversions. He had asked for confirmation of areas where parishes might wish to see speed checks being undertaken as the Police & Crime Commissioner (PCC), Matthew Scott, had indicated that funds might be made available to have some speed checking undertaken. The Clerk had suggested checks where traffic comes off the Polhill roundabout onto the A224, coming into the village on Morants Court Road; London Road itself (between the Duke's Head and the Village Hall/War Memorial possibly) and nearer Riverhead (between the Station Road junction roundabout and Longford Bridge, acknowledging this might not be an area that lends itself to safe checking of traffic speeds). The Clerk had also taken the opportunity to comment on how dark that Morants Court Road section of the A224 is now that all KCC lights have been switched off.

Cllr. Lockey advised that he had found a second copy of 'PC Speedy'. It remained to be seen whether he could or should be put up (his twin having been stolen shortly after he was put up). Cllr. Carrol commented that there did seem to be more speed checking going on locally in the district and that in the Maidstone area new technology/CCTV is being used to catch people littering from cars.

13.2 KCC Highways Steward

It was noted that there had been a restructuring of the areas covered by the Highways Stewards and that Amy Jefferey was now the contact for Dunton Green.

14. ALLOTMENTS

It was agreed that the Parish Council will adopt an amended version of the Social Club's Rules. All reference will be to the Parish Council, not the Social Club as these will be for DGPC's plot holders. It was also resolved that there would be no increase in the charging levels for 2021/22 versus those for the previous year.

15. COMMUNICATION

15.1 Newsletter

15.1a Copy deadline 1st May 2021.

This was noted; any articles or photographs would be very welcome for the next edition.

15.2 Social Media

15.2a Software for scheduling of posts and discussion regarding social media platforms

The Clerk and Cllr. Copeland are looking at various options. A number are provided free of charge and may be suitable for the Parish Council's needs. Cllr. Copeland will continue to research the options, but it is hoped that the Council can trial some software soon.

ACTION: CLERK / JC

16. EVENTS

It is anticipated that the Fireworks event will take place at the end of September but there will need to be a firm commitment from the Parish Council at the point the pyrotechnicians ask for a deposit payment.

17. CORRESPONDENCE

17.1 Consultations

17.1a KCC Vision Zero

No comments to submit.

17.1b MHCLG Model Design Code

The Parish Council is broadly supportive of NALC's comments but there is a question of just how binding on the Government such a Design Code will be. Members did not feel that there was a need to add to NALC's comments on this.

The items of correspondence below were NOTED by the Parish Council:

17.2 Local Councils Update March 2021

17.3 Clerks & Councils Direct March 2021

18. DATE OF NEXT MEETING

Scheduled: April 13th, 2021 (7.30pm). This meeting will be held virtually (using Zoom).

19. PUBLIC SESSION

None.

The meeting closed at 9.38pm.