

**MINUTES OF THE  
CORONAVIRUS SUB-COMMITTEE MEETING  
HELD THURSDAY 30<sup>TH</sup> MARCH 2021  
10.00 AM  
BY VIRTUAL MEETING VIA ZOOM VIDEO & TELEPHONE CONFERENCING**

This meeting was held using video and web conferencing software as permitted under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) (Amendment) Regulations 2020.

Present: Cllr Mr K Lynch (in the chair)  
Cllrs Mr R Flemming, Mrs D Glenville, Mr M Hall, Mrs M Sherwin, Mr P Williams, Mr B Walker

In attendance: J Perry (Deputy Principal Officer & Responsible Financial Officer)  
A Harrison (Estates Officer)  
D Longford (Community Projects Officer)

***These minutes are subject to approval at the next meeting of this sub-committee***

172. APOLOGIES FOR ABSENCE

There were no apologies at this time.

173. MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest at this time.

174. MINUTES OF THE MEETINGS HELD 25<sup>TH</sup> FEBRUARY 2021

The minutes of the meetings held 25<sup>th</sup> February 2021 had been circulated and were considered. Proposed by Cllr Mr Williams, seconded by Cllr Mr Flemming, it was

RESOLVED – that the minutes of the meetings held 25<sup>th</sup> February 2021 be approved and signed by the chairman

175. MATTERS ARISING

There were no matters arising at this time.

176. PUBLIC QUESTIONS & COMMENTS

There were no members of the public present at this time.

177. HSE COVID-19 SPOT CHECK

The Estates Officer reported that a an unannounced Covid-19 Spot Check visit by HSE had taken place at Millennium Hall on 10<sup>th</sup> March. No issues arose during the spot check and the Parish Council were praised for the covid secure measures that were in place, with no suggestions for any improvements.

178. COVID-19 LOCKDOWN GRANT

The RFO reported that due to an extension of national restrictions an additional top up grant had been made available through to 31<sup>st</sup> March 2021. The grant had been awarded and received in the sum of £2096.00. All coronavirus support grants were now closed and the RFO confirmed that a total of £19431.00 in support grants had been received throughout the year.

179. COVID SECURE USE OF MILLENNIUM HALL AND PARISH FACILITIES

Step two of the government's roadmap out of lockdown had been confirmed on 29<sup>th</sup> March. The RFO reported that all parish owned/managed sporting pitches were now open for training and matches, all following government guidance on social distancing. The changing facilities/pavilions remain closed with access to toilet facilities only. Pitches were being marked during week commencing 29<sup>th</sup> March for first anticipated use over the Easter weekend. The Estates Officer confirmed that all outdoor gyms and MUGA's had also been reopened on 29<sup>th</sup> March, with signage for covid safe use in place. The current weekly schedule of bookings for Millennium Hall had been circulated and discussed, with explanation of the phased return of the varying groups according to provisional roadmap dates. Members had found the document useful and expressed their wish to proceed cautiously with volume of bookings as the easing of restrictions progresses. The Estates Officer confirmed that a revised zone and flow plan for Millennium Hall was underway to incorporate hire of the recently completed Hall 2.

The RFO reported that the whole of Millennium Hall had been booked and confirmed by HBBC as a polling station for the upcoming elections on May 6<sup>th</sup> 2021. All risk assessments had been received and a site visit from the returning officer prior to 6<sup>th</sup> May was anticipated to conduct an inspection for safe usage with the Estates Officer. The RFO also confirmed that all Officers would be working from home on 6<sup>th</sup> May.

180. FACE-TO-FACE MEETINGS

A letter from Luke Hall MP from MHCLG had been received and circulated. With confirmation that local authority meetings must resume on a face-to-face basis from 7<sup>th</sup> May 2021 members discussed the implications at length. Whilst members of the public would still be able to attend meetings in a virtual capacity, it was felt that the technology and investment required to enable this would be beyond the resources of the parish council. With acknowledgement that members, officers and members of the public would need to attend meetings from 7<sup>th</sup> May, with guidance in place to ensure meetings take place safely, discussion of the current meeting schedule followed. Proposed by Cllr Mr Williams, seconded by Cllr Mr Flemming, it was

RESOLVED – to recommend to Council at 12<sup>th</sup> April meeting the following amendments to the meeting schedule for face-to-face meetings be made as follows:

- May 10<sup>th</sup> – No meeting
- May 17<sup>th</sup> – Planning Committee
- May 24<sup>th</sup> – Annual Parish Council
  
- June 7<sup>th</sup> - Planning Committee
- June 14<sup>th</sup> – No meeting
- June 21<sup>st</sup> - Finance & General Purposes Committee
- June 28<sup>th</sup> - Planning Committee

RESOLVED – to recommend to F&GP at 26<sup>th</sup> April meeting that delegated powers under their terms of reference be given to Chair of Council, Chair of F&GP Committee, Principal Officer and Responsible Financial Officer as a whole in the absence of the committee meeting again until 21<sup>st</sup> June 2021, with all delegated decisions taken to be reported at the next meeting.

181. DATE AND TIME OF NEXT MEETING

Thursday 29<sup>th</sup> April 2021 at 10.00am – by video conference call

There being no further business the meeting closed at 11.45 am