Hougham Without Parish Council

13 Victoria Road, Capel-le-ferne, CT18 7LR

Email: cathy.finnis@googlemail.com

**Minutes of the Meeting**

**Tuesday 13th July at 7.30pm**

**Present:**

Cllr C Bryan (CB)

Cllr C Peel (CP)

Clerk - Cathy Finnis (CF)

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**Absent:**

Cllr Lamb (CL)

Cllr Taylor (DT)

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*It was noted by the Clerk CF that the Council, due to absences, were no quorate at the meeting. The remaining Councillors and Chair decided to continue with discussion with any decisions being left to a further, possibly, extraordinary meeting*.

21/16 **To receive apologies for absence**; CL and DT were absent for the meeting.

21/17 **To identify any member**’**s interests;** there were no interests declared.

21/18 **To hear questions from the public**; pre-agreed questions to be sent to or via the Clerk during the pandemic period due to meetings not able to be held ‘in public’ due to social distancing rules. There were no members of the public.

21/19 **To agree the last sets of minutes, on 18th May 2021**.

It was agreed that this was a true and accurate set of minutes and signed PP by CF on behalf of CB.

21/20 **Matters arising from minutes**.

* The minutes need binding as they are becoming very large. CF explained that the minutes must be kept forever by the Parish. Action: CF to arrange binding service for the minutes.
* The bunded area issue to be followed up by CB.

21/21 Reports from Chair (NA) /Vice Chair (NA) /County Councillor (NA)/

**PCSO Report on Hougham**:

* 08/05/2021 – Theft of fuel. Crime report submitted.
* 23/05/2021 – Criminal damage to fields, due to off road bikes. Crime report submitted.

21/22 **To agree on the timetable re: the defibrillator**

Reflection on last meeting’s discussion. The plan is to provide a defibrillator for Church Hougham and eventually one for West Hougham.

CB discussed the need for power within the area.

Options were discussed with the Heart Beat trust - CB talked through the figures including maintenance.

The decision of the defibrillator will be brought to the next meeting of the Council when hopefully it is quorate.

21/23 **To consider the future of meetings** in the context of C-19 pandemic

It was discussed that due to the CEV status and continuing vulnerability of the Council staff and members that it was unsafe to return to a hall in the current wave of C-10 infection. Meetings to continue on Zoom - anyone who wants to join, please contact the Clerk on the above details and an email link will be sent to you, enabling you to join the meeting.

21/24. **Payments**:

a. Ability Payroll invoices 6 & 7 £11.00

b. Clerk wages and office allowances (2 months) £501.18

c. Simon Withey maintenance of Village Green £130.00

d. Netwise for website £60.00

e. KALC annual subscription £235.61

f. PAYE quarterly payment (needs posting ASAP) £172.80

g. Information commissioner £40.00

h. Playdale repair/replacement playground £2219.00

I. Repaying A. Finnis Microsoft Package ICT £59.99

***The next scheduled ordinary meeting of Hougham Parish Council is due on Tuesday, September 21st at 7.30pm at Hougham Village Hall or by ‘Zoom’ , and will be confirmed during the week before.***