

MINUTES OF THE EXTRAORDINARY PARISH COUNCIL MEETING HELD ON TUESDAY, 26 APRIL 2022

Meeting opened: 19:05

1. **Welcome & Apologies**

This extraordinary parish council meeting is for the purpose of dealing with urgent matters only from the cancelled Ordinary Parish Council Meeting on 12 April 2022

- a. Attended in person by Cllrs Gudgeon (Chair), Fisher and Proctor [Meeting quorate¹] and the Clerk. No members of the public present
- b. Apologies received from Cllr Dille [employment reasons]. Cllr Gudgeon attempted to contact Cllr Middleton by telephone, but not successful

2. **Democratic Half-Hour/Public Question Time/Invited Guest Speakers**

Public Question Time – This time is reserved for pre submitted questions from the Public in advance of the meeting

- Question received by email: *Will the Parish Council be informing residents prior to the closing dates for comments, legitimate objections for the Planning Applications? It is very difficult for residents, without planning knowledge to decipher the planning details. My experience has been that people are more likely to respond with guidance.*

This was discussed and Cllr Proctor showed a draft page on the new website that will give guidance on this subject.

ACTION 1: Cllr Gudgeon to draft a response for the Clerk to send

3. **Declarations of Interest**

- a. To declare any personal interests in items on the agenda and their nature.
None declared
- b. To declare any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the room for the relevant items).
None declared

4. **Minutes of Meeting, 8 March 2022**

IT WAS RESOLVED The minutes of the meeting held on 8 March 2022 were approved
[Proposed: Cllr Fisher / Seconded: Cllr Proctor]

Matters arising

- Action 1: Carried forward
- Action 2: No longer relevant
- Action 3: Confirmed morning of 25/06/2022
- Action 4: Done
- Action 5: Carried forward
- Action 6: Done
- Action 7: Cllr Gudgeon to action
- Action 8: Done

¹ **Quorum** – No business shall be considered at a meeting of the parish council unless one-third of the total number of Councillors is present, or, where more than one-third of the Councillors are disqualified from acting, then one-third or the remainder is present. In any event, there must be no fewer than 3 members present at a meeting

- Action 9: Cllr Fisher to action

5. **Finance**

a. **To note the Financial Report**

The Financial Report (circulated to all Councillors in advance) was noted

b. **Approval of payments**

IT WAS RESOLVED The following payments listed on the Financial Report (circulated to all Councillors in advance) were approved [**Proposed: Cllr Gudgeon / Seconded: Cllr Proctor**]

- £72 – Refund to Cllr Dille for jubilee plaque repair
- £49.98 – Refund to Clerk for IT Equipment purchased
- £450.80 – Locum Clerk's Fee

6. **Events**

a. **Date TBC: Annual Parish Assembly**

The Annual Parish Assembly should be held between 1 March and 1 June. It was decided to hold this meeting before the Annual Meeting of the Parish Council on 10 May 2022 and promote the Community Meeting on 25/06/2022

7. **Parish Council Administration**

a. **Keresley Parish Council Website**

Cllr Proctor circulated a link to the draft website and those present were pleased with the product.

Cllr Proctor is nearly ready to go-live with the new site. However, this will depend on the host transferring of the draft site to the live site, which may cause a delay.

A launch date will be given at the May meeting.

ACTION 2: Cllr Proctor to provide launch date for new website in May

8. **Councillor's items for future agenda**

None

9. **Date of Next Meeting**

The next meeting will be the Annual Parish Assembly 2022, followed by the Annual Meeting of the Parish Council and an ordinary parish council meeting on Tuesday, 10 May 2022 at 19:00, Keresley Community Library, Bennetts Road, COVENTRY CV7 8HX

Meeting Closed: 19:31

The meeting was followed with an informal Zoom meeting with Taiwo Owatemi MP

Minutes Approved:

Signature: Cllr Tracy Gudgeon (Chair)

Date: 10/05/2022