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| 4 August 2020 19.00  **It resolved at 21.00 to extend the meeting as per Standing Orders.** |

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| **Members of the Council present:**  J Baker (Chairman), A Cecil, E Gemmell (arrived 20.20), J Horton (arrived 19.05), C Oliver (arrived 20.00), M Roberts, A Slater (absent 20.05 – 20.50), D Thompson and J Weaver. Clerk A Banham |

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| **Member(s) of the Public present:**  None |

| **ITEM NUMBER** | **ITEM TOPIC** | **DECISION** | |
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| **FC01/08/20** | **APOLOGIES FOR ABSENCE** |  | |
|  | Apologies for absence be accepted from Councillor A Baldwin, Buckinghamshire Councillors R Gaffney, H McCarthy and K Wood. | Noted | |
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| **FC02/08/20** | **DECLARATION OF INTEREST** |  | |
|  | Councillors did not take part in any discussions involving their declaration of interests below:  Cllr A Cecil: Member of Hazlemere Community Association.  Cllr J Horton: Member of Hazlemere Football Club, Hazlemere Sports Association and Trustee of Hazlemere Memorial Hall CIO.  Cllr C Oliver: Trustee of Hazlemere Sports Association.  Cllr M Roberts: Member of Hazlemere Bowls Club, Hazlemere Sports Association and Bucks County Council Pension Scheme.  Cllr A Slater: Scout Association, Member of Hazlemere Community. Association and Bucks County Council Pension Scheme.  Cllr D Thompson: Member of Hazlemere Fete Committee and Wycombe Sound Radio Station.  Cllr J Weaver: Member of Hazlemere Gardening Association, Chiltern Society and Grange Area Trust. | Noted  Noted  Noted  Noted  Noted  Noted  Noted  Noted | |
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| **FC03/08/20** | **PUBLIC SESSION** |  | |
|  | There were no Members of the Public present. | Noted | |
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| **FC04/08/20** | **MINUTES OF FULL COUNCIL MEETING 7 JULY 2020** |  | |
|  | **It was resolved that the Minutes of Full Council Meeting 7 July 2020 be approved.** | Approved | |
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| **FC05/08/20** | **MINUTES PLANNING COMMITTEE MEETINGS 7 AND 20 JULY 2020 AND NOTES OF PLANNING COMMENTS MADE REMOTELY** |  | |
|  | **It was resolved that the Planning Committee Minutes be approved.** | Approved | |
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| **FC06/08/20** | **MINUTES STAFF COMMITTEE MEETING 16 JULY 2020** |  | |
|  | **It was resolved that the resolutions be approved.** | Approved | |
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| **FC07/08/20** | **UNPAID EXPENDITURE TRANSACTIONS AND BUDGET REPORT** |  | |
|  | 1. **Unpaid Expenses Transactions**   **It was resolved that the following payments be approved:**   1. **electronic payments for July 2020 Numbers 10 - 31;** 2. **direct debits for July 2020 to PWLB, Simply Waste, Sage, BT, Castle Water, Lloyds, ESSO and EON.**   Local Government Transparency Act 2020 all items of expenditure over £500 to be reported:  PWLB £19,995.00  Castle Water £533.01  Dog Bin Emptying £511.56  Monthly Grass Cutting £3,228.00  Confidential Transactions May £8,857.46   1. **Budget Report 2020/21**   **It was resolved that the Budget Report be approved and future virements be made at the November 2020 Full Council Budget meeting in November, to enable an accurate comparison of spend against budget.** | Approved  Approved  Noted  Approved | |
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| **FC08/08/20** | **CORRESPONDENCE SENT AND RECEIVED FOR JULY 2020** |  | |
|  | **It was resolved that:**   1. **Renewal Parish Council Insurance Policy from September 2020**   **The renewal information be accepted.**   1. **Request for rental holiday for Bus Shelter advertising in line with other Parish Council leases**   **The bus shelter advertising be given a 3 month ‘rental’ holiday in line with all other Parish Council’s leases and rents.**   1. **Easement for Land in Queensway for cemetery exit by Buckinghamshire Council**   **The Clerk be asked to send the draft easement to its legal advisors for further advice.** | Approved  Approved  Approved | |
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| **FC09/08/20** | **QUOTATIONS** |  | |
|  | **It was resolved that:**   1. **LED Light conversion Cedar Barn Complex**   **Quotation 1 be approved.** | Approved | |
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| **FC10/08/20** | **CORONAVIRUS UPDATE** |  | |
|  | **It was resolved that:**   1. **28 July 2020 Coronavirus Working Party Councillor J Baker**   The Coronavirus helpline is relatively quiet, however more volunteers are needed to help it to operate effectively. Plans are in place to advertise for more volunteers.   1. **Update on opening of playgrounds**   The information be noted.   1. **Update on opening halls**   **No reduction for hall fees be applied at the moment, due to the operating costs being the same for the Parish Council for cleaning, water, electricity and gas.**   1. **Office Risk Assessment**   **The Risk Assessment be approved, with the following amendment under Exposure to Coronavirus Risk Identified: delete 2nd sentence and replace with Clerk is susceptible to increased health risk.** | Noted  Noted  Approved  Approved | |
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| **FC11/08/20** | **HAZLEMERE PARISH COUNCIL NEWSLETTER** |  | |
|  | **It was resolved that Councillor J Baker be asked to continue to progress the production of the newsletter and survey, both on line and in a paper format, with a prize draw for completion, and in collaboration with Hazlemere Community Centre. A draft of the content will be sent for comments to all Councillors. It is understood that Hazlemere Golf Club may also be producing a newsletter, as the Golf Club is a commercial organisation, the Parish Council felt it was not appropriate to take part in their publication.** | Approved | |
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| **FC12/08/20** | **HAZLEMERE PARISH COUNCIL WEBSITE ACCESSIBILITY** |  | |
|  | **It was resolved that Website Accessibility Statement be approved and placed on the website. The Chairman thanked the Clerk for all the work on this statement.** | Approved | |
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| **FC13/08/20** | **CLIMATE CHANGE WORKING PARTY** |  | |
|  | 1. **New tree planting in Hazlemere**   A verbal report was given by Councillor D Thompson, trees cost £250 for staked 6’ tree with a root ball and need watering on planting for several weeks, 150 new trees could be planted in Hazlemere, as identified by the Parish Council arboricultist, but concern was raised about vandalism to new trees as shown by previous experience by the lime trees on the Grange Area Trust land and the David Cox memorial tree. Currently there is no budget for new tree planting. **It was resolved that the Working Party meet to progress the above and report back to Full Council with a detailed proposal.**   1. **Report from meeting 14 July 2020**   There were no further items to report, the Bee Talk was a success and the next talks will be on electric cars and bikes. | Noted  Approved  Noted | |
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| **FC14/08/20** | **REPORT FROM/FOR OUTSIDE BODIES/TRAINING EVENTS** |  | |
|  | 1. **9 July 2020 Community Board Councillor A Cecil**   Councillor A Cecil reported that the first board meeting had taken place and at the next meeting on 2 September 2020 specific proposals will be accepted by the board. The Community Board will no longer fund some works on the Highways including potholes, road crossings and islands. **It was resolved to discuss proposals for Hazlemere at the next Full Council meeting on 1 September 2020.**  There were no questions on the following events:   1. **15 July 2020 Society Local Council Clerks Clerk’s Meeting Clerk** 2. **21 and 23 July 2020 Website Accessibility Webinar Clerk** | Noted  Approved  Noted | |
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| **FC15/08/20** | **SEPTEMBER 2020 CLEAN FOR HAZLEMERE** |  |
|  | **It was resolved that the Climate Change Working Party be asked to investigate talking to the schools about litter, trees, vandalism etc. and Councillor C Oliver be invited to attend. A litter picking session in Hazlemere was thought not to be appropriate during the Coronavirus pandemic.** | Approved |
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| **FC16/08/20** | **PARISH COUNCIL OBJECTIVES** |  |
|  | **It was resolved that objective 14 Participate in Keep Hazlemere Tidy in September 2020 will not be completed see FC15/08/20.** | Approved |
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| **FC17/08/20** | **EXCLUSION OF THE PRESS AND PUBLIC 21.04** |  |
|  | **It was resolved** **in accordance with s1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting during consideration of these items due to the confidential nature of this item.**  **Human Resources**  There were no items. | Approved  Noted |

* The meeting finished at 21.05
* The next Full Council Meeting is 1 September 2020 at 19.00