

Minutes of the THE IVERS PARISH COUNCIL - Extraordinary meeting held on Monday 4<sup>th</sup> May, 2020 commencing at 6.05pm – via Zoom Video Conference and transacted the following business.

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**Attendance:**

Cllrs Wendy Matthews, Ann Mayling, Carol Gibson, Chris Jordan, Geoff Bennett and Chris Woolley [from 18.30]

Also in attendance:

Stephanie Bennett [Clerk], Martin Haley [Administration Officer] and Lorraine Morton [Communications, Community & Engagement Officer] – together with 12 members of the public.

Minutes taken by Martin Haley.

126 **APOLOGIES FOR ABSENCE**

**None.**

127 **DECLARATIONS OF INTEREST**

a. To note any declaration of interest made by Members in connection with an Agenda item. Members to specify the nature of the interest;

**None.**

b. To receive any written requests for dispensations for disclosable pecuniary interests;

**None.**

c. To grant any requests for dispensation as appropriate.

**None.**

128 **PUBLIC PARTICIPATION SESSION**

To receive questions and representations from members of the public on any items included on the agenda. Each person speaking will usually be limited to three minutes. Note – the duration of this part of the meeting is limited to 15 minutes.

**Nothing raised at this time.**

129 **MINUTES**

**It was resolved** that the minutes of the Council held on 8<sup>th</sup> April, 2020 be **received, adopted and approved** and signed by the Chairman as a true record of the said meeting.

130 **STREET LIGHTING**

To consider the report of Cllr Chris Jordan

Recommendations from the report:

- To purchase and install of 96 x Urbis Pilzeo lanterns
- Install 9 x Urbis Pilzeo lanterns
- Purchase and install of 1 x new column

Cost of works **£42,819.21**

Cllr Jordan confirmed to the meeting that this scheme will result in completion of 68% of the existing upgrade programme – currently 42% of units have been changed.

Main points raised:

- Revised programme to upgrade 105 units.
- Purchase 96 new lanterns, using 9 from stock held in reserve.
- 1 new column.
- Additional units to be installed in Hardings Row and Langley Park Road. [off the B470]

Two schemes had been brought forward for funding in the financial year 2019/20:

- Replacement of 8 units in Mansion Lane and
- Recreation Grounds, Funded by LAF.

Due to the current Covid 19 conditions the work is currently awaiting completion.

**It was resolved to accept and adopt** the report and confirm the order with the Contractor to complete the programme with an expected cost of £42,819.21 to be taken from the 2020/21 budget.

## 131 COVID-19 RESPONSE

- a. Presentation from Lorraine Morton the Communications and Community Engagement Officer on the contribution of the Parish Council to the community Kindness project.
- Scheme now in week 7 and distribution of Community Care Kits has risen from 21 Kits to 97 Kits.
  - Distribution made to vulnerable residents and to schools for families they identified in need.
  - Donations from local businesses and residents – including Langley Fruit and Veg.
  - Co operation and thanks extended to local shops to act as collection points
    - Costcutter Richings Park, Co Op Iver, JP Traders (Post Office) Iver, Co Op Iver Heath.
  - Posters calling for volunteers
  - Creation of Hotline call handling team:
    - Volunteers 144
    - Call Handlers 4
    - Case Workers 5
  - Establishment of crowdfunding scheme – now in excess of £1,109.00
  - Thanks to Iver Good Neighbours and Rotary Club for acting as anchors to the Hotline scheme.

Thanks extended to Lorraine for her work in energising the Community and getting the project in place. **Noted and agreed** to accept the report of the Community Engagement Officer.

### b. Report of the Clerk

The Clerk gave background for the need for the report (at the request of the Chairman and Vice Chairman) and put in place plans for the Council to

progress to the next stage in the provision of arrangements for the Community.

Recommendations from the report:

- The Parish Council undertakes the lead role for the hotline element of the community kindness work with all referrals accepted at the point of referral until definitive evidence is provided indicating that the needs of the individual are met elsewhere;
- The Parish Council considers whether it will take on the lead role for the:
  - Community Kindness food packs
  - Takeaway meals
- The Parish Council nominates the Communications and Community Engagement Officer to provide co-ordination support and to continue the development of the processes and communications in relation to the hotline and kindness kits, to investigate the feasibility for providing a takeaway meal if available, and to provide a point of contact for volunteers. Once the processes and communications are complete the officer to then develop the meals and recovery projects;
- The Vice Chairman to be the co-ordinator of the packing and distribution of the kindness kits, this to include development work associated with providing food to families in need;
- The resources not listed above but contained in 8.2 be continued;
- The clerk to seek insurance cover for necessary risk management purposes relating to the projects;
- The council seek funding for a recovery phase to include food parcels, but also other essentials as may be required by the community;
- The council to engage with all partners and develop a strategy for the recovery of the community from Covid-19

**Noted and Agreed** to accept the recommendations of the report and to instruct the Clerk to develop proposals for a pilot scheme for the provision of meals/meal vouchers with support of the local community.

**Recommendations:**

It was **Resolved and agreed** to take operation of the Call Line and data in house and for the Council to take the lead role in to continuing with the Community Care Kits scheme and ensure that provision of same is targeted to the needs of the individual recipient as far as possible.

*Cllr G Bennett left the meeting at this point [ 6.40 pm]*

- c. The Clerk updated the Council on the preparation for post lockdown working which at this stage is based upon limited information from Central Government.
  - Move from re-active to pro-active management and provision of services.
  - Change of nature of support to the Community.
  - Provision of resource and information to give residents better control of their own circumstances.
  - Support of Buckinghamshire County and use of possible funding to provide services.

132 **APPOINTMENT**

Confirmation and agreement of the appointment of Stephanie Bennett as Clerk to the Council and Responsible Finance Officer

**It was noted and resolved** to confirm the appointment previously annotated of **Stephanie Bennett** [now in post] as Clerk to the Council and Responsible Finance Officer.

133 **FINANCE**

Due to rapid closedown of the Office in March the payments made in January and February as detailed in the analysis sheets needed formal acceptance and retrospective authorised approval for payment.

It was **noted and agreed to accept and authorise** the retrospective payment of the Accounts detailed therein.

The Chairman closed the meeting in thanking Lorraine and Stephanie for their input at 6.50 pm

Signed by the Chairman .....

Date and Time of the next meeting confirmed - 18<sup>th</sup> May 2020 commencing at 6.00pm.