

DEOPHAM & HACKFORD PARISH

The meeting of Deopham & Hackford Parish Council at Gralix Hall, Deopham on Wednesday 1st April 2020 at 7.30pm was cancelled due to the **Coronavirus outbreak** and government guidelines to stay at home.

The following decisions have been made by Councillors via email. All decisions have been agreed by a minimum of 3 Councillors (quorum). All decisions made have been documented (comments below in bold) on the Council website and will be ratified at the next Council meeting. (Councillors who have responded are noted by the initials in brackets).

Cllrs: Jacky Phoenix – Chair (JP), Chris Biggs (CB), Martin Skidmore (MS), John Chilvers (JC), Chris Coath (CC)
Clerk: Jordana Wheeler

RECORD OF DECISIONS

1. To receive and accept apologies for absence

Nothing to report

2. To receive declarations of interest in items on the agenda and consider any requests for dispensations

Nothing to report

3. To approve and sign the minutes of the Parish Council meeting on 4th March 2020

Minutes will be approved at the next Council meeting, date to be confirmed.

4. To report on progress of matters arising from previous meetings and review the action log

A VAT refund of £562.84 for 2018-19 and 2019-20 has been received.

5. Support for the community during Coronavirus

Any member of the public requiring help during Coronavirus is advised to use the scheme being run by South Norfolk Council.

If you are classed as vulnerable and in need of support, please contact the dedicated helpline on 0344 8008020, which is available Monday to Friday 09:00 - 17:00 and Saturday and Sunday 10:00 - 16:00.

If you are a resident and need financial support please call 01508 533933, available Monday to Friday 08:15 - 17:00.

6. To note correspondence received

The planned consultation on the Norwich Western Link has now been postponed.

Draft minutes until approved at the next Parish Council meeting, date to be confirmed
Chairman Signature:

Date: 11/4/2020



7. Finance

7.1. To receive the bank reconciliation for Feb 2020 and approve the following payments:

Councillors approved the payments below after reviewing the invoices electronically. Payments included approval of the Clerk's salary for April in case there was no meeting in May. The cheque for the April salary payment is dated as per the May meeting (6.5.2020). JP and MS signed the cheques (JP, MS, CC).

	Description	Cheque number	Amount
7.1.1	Clerk's Salary & Expenses (March)	100573	£187.01
7.1.2	Gralix Hall Hire – Council meetings Oct 2019 – March 2020	100574	£198.00
7.1.3	Norfolk Parish Training & Support – membership for 2020-21	100575	£74.23
7.1.4	Clerk's Salary & Expenses (April) – dated 6.5.2020	100576	£189.21

8. Casual Vacancy for Parish Councillor

The Parish Council currently has 2 vacancies for the position of Parish Councillor. Anyone who is interested in joining the Council is advised to contact the Parish Clerk on

9. Opportunity for Public Participation

Nothing to report.

10. To confirm the date of the next meeting

Future meeting dates are to be confirmed subject to the continuing Coronavirus situation. Please refer to the Council website for further updates.

