**DOCKENFIELD PARISH COUNCIL**

**MEETING OF THE PARISH COUNCIL**

**Held on Tuesday 17th March 2020**

**at 8.00pm**

**In the Church of the Good Shepherd**

**MINUTES**

**Present:** Paul Wood Vice-Chairman

 Chris Sutton

 Ian McLean

 Clerk: Jessica Hobday

**In attendance:** David Harmer – Surrey County Councillor

 Rev Jane Walker

 Eunice

 Michael Foster

 Debbie Foster

**Apologies for absence:**  Jill Trout – Chairman

 Richard Blackburn

**2. Members Disclosure**

No members disclosed any interests

**3**.  **Members of the public wishing to speak.**

* Members of the public spoke on Covid-19 and Dockenfield Newsletter agenda items, see sections 12 and 13 below.

**4. Minutes of the previous meeting held on Tuesday 18th February** having been circulated were taken as read, approved by Ian McLean, seconded by Chris Sutton and signed by the Vice-Chairman.

**5. Matters arising.**

* There were no matters arising.

**6. Planning**

* There were no planning applications for this meeting.

**7. Field and Hatch Pond**

* The purchase of the pond is progressing.

**8. Chairman’s Statement**

* The chairman was not present at the meeting due to being in a high-risk category for COVID-19

**9. VAS in Dockenfield**

* The clerk has contacted Frensham Clerk regarding the installation of the village VAS.

**10. Activities Committee**

* Roly Miles contacted the clerk regarding the Parish’s stance on volunteers for people having to self-isolate. **Action Clerk to report back to Roly Miles**

**11. Annual Parish Meeting**

* The Parish council have postponed the Annual Parish meeting until further notice.
* The Annual Parish Council Assembly will still take place if possible, on the 21st April 2020.
* This may have to be via Skype or Zoom. **Action Clerk look at Standing orders.**

**12. COVID-19**

* The situation is unknown how it will progress. All present at the meeting wish to Co-ordinate a response for COVID-19
* Groups already in action are The Emergency Wardens in Dockenfield and the Parish Friends
* There is a Parish Friend located on each road in Dockenfield and Frensham.
* This is co ordinated by Rev Jane Walker, Eunice King and Morag James
* All Parish Friends are safe guarders and DB checked and have had training to deal with these situations and vulnerable residents.
* Councillor Paul Wood has agreed to be the point of contact for the PC. He will liaise with the Parish Friends.
* It was, resolved that The Parish Friends and Emergency Wardens are complementary support networks.
* It was resolved that the importance was to have an active community support network and best matching the volunteer to the support required. The volunteer being local and known to the person requiring help will be the key criteria.
* The list of Parish Friends and Emergency Warden volunteers will be put up on the village website. [http://www.dockenfieldpc.org.uk/index.php/coronavirus](https://eur01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.dockenfieldpc.org.uk%2Findex.php%2Fcoronavirus&data=02%7C01%7C%7C28161b0ba9a54911b43b08d7d7d60dd7%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C637215186654596081&sdata=M3GIj6V%2FhJnJEefjS5ny%2Bmnktl8oQkNyEn321zO2Uz0%3D&reserved=0) **Action Paul Wood**

**13. Dockenfield Newsletter**

* It was resolved that the latest edition of DNL will be a 4-page COVID-19 special.
* This edition will coincide with the Emergency email being sent.
* The content will include the Parish Friend’s brochure. **Action Eunice King to send pdf to M Foster**
* Remind people to sign up to the emergency email if they wish.
* The Bluebell is considering doing take away. (also include the Hollybush?)
* Government Guidelines.
* Ports of call for the residents.
* This will be completed and out by the weekend.

**14. Surrey County Councillors report**

* David Harmer updated us on Surrey County Council.
* To date there is no decision on the closure of schools and libraries.
* SCC committees are now operating electronically, planning district deadlines will continue to operate.

**15. Waverley Borough Councillors report.**

* WBC did not attend the meeting.

**16. Cheques Drawn 17th March 2020**

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| CHEQUE NUMBER | AMOUNT | NAME | REASON | VAT |
| 984 | £204.00 | RM Gardening Ltd | Fallen tree removal | £34.00227 2468 07 |
| 985 | £31.00 | Frensham Parochial Church Council | Vestry Hire first quarter of 2020 |  |

**18. Next meeting date**

* Tuesday 21st April 8pm

**CHAIRMAN**