

**FINAL MINUTES OF THE EXTRAORDINARY MEETING OF PENNARD  
COMMUNITY COUNCIL HELD  
ON 24<sup>th</sup> June 2020 VIA ZOOM AT 7.06PM**

**Present: Cllr Susan Rodaway (Chair),SR©, Cllr Arthur Rogers,AR, Cllr Jeff Rogers,JR, Cllr Jean Marnell,JM, Cllr Lynda James,LJ, Cllr Sally Rogers,SR, Cllr Malcolm Sims,MS, Cllr Angela M Brunt,AB. Cllr Emma Roberts, ER.**

**Apologies for Absence: Cllr Claire Whomes, Cllr Darran Hickery, Cllr Ralph Cook**

**Apologies for Lateness: Cllr Jean Marnell. Cllr Lynda James**

**Declaration of Interest: None**

**SR© proposed that agenda item 2 be moved to the beginning as Cllr Jeff Rogers had to leave the meeting early. Seconded by AR and agreed by all.**

**1. 2020/131 To approve recommendation from Burial Ground committee re: Burial Ground Covid-19 Policy**

The Covid-19 policy agreed by the Burial Ground Committee was described to the Council, it states that at this time, mourners attending a burial should be limited to 20, this excludes carers and funeral director staff. The pinch point is the car park which has 20 spaces and it had been agreed to instruct funeral directors that where possible cars attending any funerals at this time should park in alternate spaces to allow socially distancing.

**Proposed by JR seconded by MS agreed by all.**

**Cllr Jean Marnell joined the meeting at 7.08pm**

**2. 2020/132 To approve recommendation from Finance and Employment Committee re: terms and conditions for PEFTA (Pennard Emergency Food and Technology Assistance).**

Finance and Employment had agreed that each £20 could be allocated to a different shop but not split. The shop could be changed as long as we are told by the Thursday of the week before the change comes into effect.

**Proposed by JM seconded by JR agreed by all**

**3. 2020/133 To approve recommendation from Finance and Employment Committee to appoint a Temporary Part Time Admin Assistant.**

The background to this was discussed, the post would be a temporary part time position for a minimum of 6 months and minimum of 8 hrs a week. The role function would be to manage the volunteers and PEFTA scheme, seek and complete grant applications and general administration as required by the Clerk. The rate of pay agreed was £10 per hour.

**Proposed by JR seconded by SR and agreed by all.**

**4. 2020/134 To agree to advertise Temporary Part Time Admin Assistant position.**

This was discussed, It was agreed to advertise the post on our website, County's website and our social media.

**Proposed by JM seconded by AB agreed by all**

**Cllr Lynda James joined the meeting at 7.20pm**

**Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.**

**Cllr Jeff Rogers left the meeting due to technical issues.**

**Proposed by AR Seconded by MS agreed by all**

**Cllr Jeff Rogers re-joined the meeting**

**5. 2020/135 To agree to appoint Roofing Contractor for Hall Roof Inspection.**

Three quotes had been obtained and these were discussed.

Contractor A - visual inspection £120, to remove tiles and go into the attic £185

Contractor B - visual inspection £0, to remove tiles and go into the attic £0, to take off a patch of tiles and go into the attic - £120

Contractor C - visual inspection £0, to remove tiles and go into the attic £0, to take off a patch of tiles and go into the attic - £120

**It was proposed that we ask contractor B to remove a few tiles and inspect the roof space.**

**Proposed by JR seconded by LJ agreed by all**

**Contractor B is Peter Williams Roofing Ltd**

**Cllrs Jeff and Sally Rogers left the meeting at 7.30**

**6. 2020/136 To agree Company for purchase of Goal Posts**

The Clerk had asked various suppliers for quotes as well as advice on which sort of goal posts we should use, the advice was to use steel and maintain any chips regularly.

Company A Steel - £745 Aluminium - £1008

Company B Steel - £650 or £935 Aluminium - £879

Company C Aluminium - £804

Company D Anti vandal steel goals with detachable net supports, nets, sockets, socket covers and paint - £1260.06 (this company was recommended by Bishopston CC)

**Company D was proposed by AR seconded by AB agreed.**

**Company D is Pitchworks Ltd.**

**Meeting closed at 7.40pm**