

**Brinsley Parish Council**

**Minutes of Brinsley Parish Council Extraordinary Meeting**

**Friday 2<sup>nd</sup> July 2021**

**Held at Brinsley Parish Hall NG16 5BY commencing at 7.00 p.m.**

**Present:** Chairman Councillor Mrs. T. Davies

Councillors Ms. G. Bellamy, Mrs. R. Herrett Bellamy, T. Egglestone, T. Farrelly, Ms. T. Hennessy, P. Hunt, Mrs. H. Stevenson, Mrs. V. Wakeling, Mrs. C. Wardle & Vice-Chairman Mrs. E. Williamson (left meeting at Exclusion of Public Order item 7).

Also, present staff S. Trower (absent during Exclusion of Public Order item 7 returning to record vote only).

**57/2022 APOLOGIES** received from Councillors J. Handley & B. O'Neill.

**58/2022 DECLARATIONS OF DISCLOSABLE PECUNIARY & OTHER INTERESTS** None declared.

**59/2022 TO RECEIVE, CONSIDER AND RECORD COUNCILLORS' REQUESTS FOR DISPENSATION** None declared.

**60/2022 MINUTES**

The Council considered Minutes of the Council meeting held Wednesday 9<sup>th</sup> June 2021.

**RESOLVED: -**

That the Minutes for Council meeting held 9<sup>th</sup> June 2021 approved and signed by the Chairman as an accurate record of proceedings.

**61/2022 EXCLUSION OF PUBLIC ORDER**

**RESOLVED** that agenda items 7, 8 & 9 required the exclusion of the Press and Public in accordance with the Public Bodies (admission to meetings) Act 1960 for matters appertaining to confidential or except information. Mrs. E. Williamson & Clerk left the meeting room during discussion and voting on item 7 Carnival application; Clerk returned to record the vote only.

**62/2022 APPLICATION TO EXTEND PERIOD OF GROUNDS HIRE FOR PURPOSE OF CARNIVAL 2021**

An application received from private hirer to extend period of hire of Brinsley recreation grounds to include Friday 6<sup>th</sup> August 2021, Saturday 7<sup>th</sup> August 2021, Sunday 8<sup>th</sup> August 2021 and Monday 9<sup>th</sup> August 2021 for the purpose of allowing a fair to set up in preparation for the event.

It was reported the Parish Council insurance company had been consulted in relation to the proposed hire. A written response circulated to Council for information.

**RESOLVED: -**

- a) That the application received from a private hirer approved subject to additional fee of £150.00 for hire of ground for the additional day 6<sup>th</sup> August 2021 subject to the terms and conditions within Brinsley Parish Council hire agreement issued to the private hirer.
- b) The additional date of Friday 6<sup>th</sup> August 2021 hire agreement for setting up of fair only with no trading taking place by any party.
- c) That site set up and site vacation times to be agreed with the hirer.
- d) That a letter to be sent to the hirer confirming cost, terms and conditions of hire.
- e) That Brinsley Carnival Committee advised a grant application, accompanied by required documentation for Section 137 funding, can be submitted to the Council for consideration of grant award.
- f) That a copy of the Section 137 Legal Note and copy of the Brinsley Parish Council grant application form to be forwarded to all Councillors for information.
- g) Confirmation Brinsley Parish Council insurance policy covers an event organised by the Parish Council and not outside organisations and committees, who require their own policies.
- h) That an inspection of the site to be carried out with the hirer by representatives from Brinsley Parish Council prior to the event taking place to determine the site and facilities in good order prior to and after hire period.
- i) Site security during the period of hire the responsibility of the hirer to maintain security with locked barriers to and from the site. Hirer Padlocks suitable for securing the site to be used throughout the hire period to be in place until after completion of event when the Parish Council specific padlocks to be reinstated.
- j) That the hirer nominates an emergency contact for the duration of the hire period.
- k) That a copy of the letter with terms and conditions to be circulated to Council prior to posting to hirer.

**63/2022 PROTOCOL FOR PUBLIC ATTENDANCE TO PARISH COUNCIL MEETINGS**

**RESOLVED: -**

- (a) That public forum moved on future agendas to be held after Council business, subject to exclusion of Public Order items.

- (b) Draft protocol document for consideration at next Council meeting.
- (c) That a separate email address system 'support@brinsleypc.org' to receive correspondence specifically for Council meetings to be established under the supervision of the Chairman of the Council.
- (d) That a standard automated response sent to all emails received at the new email address until presented as correspondence at the next Council meeting.
- (e) That a redacted copy of all email correspondence received on the new email address forwarded to Councillors for information.
- (f) That social media comments or malicious correspondence are not responded to by Brinsley Parish Council.
- (g) That Parish Council Surgeries to be reinstated following Government relaxation of restrictions reference Covid-19.
- (h) That no change of decision reference emails blocked to [theclerk@brinsleypc.org](mailto:theclerk@brinsleypc.org) following Police advice.
- (i) That the Parish Council website to be updated with relevant protocol for public information.

**64/2022                    SECURITY OF PARISH COUNCIL PREMISIES**

**RESOLVED:** - That the alarm system updated with codes through appointed company.

**65/2022   DATE OF NEXT MEETING**

The next meeting of Brinsley Parish Council to take place on Wednesday 14<sup>th</sup> July 2021 at the Brinsley Parish Hall/Meeting Room commencing at 7.00 p.m. with attendance subject to restrictions imposed by Government after 14<sup>th</sup> June 2021 announcement.

The Chairman closed the meeting at 8.55 p.m.