

MINUTES OF THE EXTRAORDINARY MEETING OF  
**SWALLOWFIELD PARISH COUNCIL**  
HELD ON TUESDAY 28<sup>TH</sup> JULY 2020, 7:40PM  
AS A VIRTUAL MEETING

Members: Cllr. J. Anderson (Chairman)      Cllr. M. Binns      Cllr. G. Collender  
          Cllr. W. Dance                            Cllr C. Drew      Cllr. I. Fullerton  
          Cllr. A. King                            Cllr. M. McDonald

In attendance: Liz Halson (Clerk), Sue Howorth (RFO)

Members of the public: 0

**2154      APOLOGIES FOR ABSENCE**

Cllr. Wheelwright

**2155      DECLARATIONS OF INTEREST**

None.

**2156      PROPERTY**

2156.1    Car Park, Swallowfield Parish Hall – it was **PROPOSED** and seconded that members of the press and public be excluded during this discussion due to the commercial sensitivities. All in favour.

**2157      BILLS FOR PAYMENT**

2157.1    Bills List - it was **PROPOSED** and seconded that the bills as listed below be **APPROVED** for payment. On line payments would be checked against scanned copies of invoices and authorised by Cllrs. Anderson and Dance. Cross-checking of payments against original invoices would be carried out by councillors once restrictions are lifted as agreed in resolution 2081.2.4. All in favour. <sup>1</sup>

1	Heartwood Tree Surgery	360.00
2	Nigel Jeffries	936.00
3	Patrick Parsons	1185.00

**2158      DATE OF THE NEXT MEETING**

The next meeting of Swallowfield Parish Council will be held on Tuesday 11<sup>th</sup> August 2020 at 7:30pm as a virtual meeting.

<sup>1</sup> JA/WD

Local Government Act 1972 & Public Bodies (Admission to Meetings) Act 1960 – as the next item related to issues of commercial sensitivity the Press and Public were excluded from the meeting.

## **2159      PROPERTY**

### 2159.1    Car Park, Swallowfield Parish Hall

2159.1.1 Funding – the budget approved for FY20/21 included work on the car park including flood mitigation and other external improvements. The budget and reserves had been reviewed following the COVID-19 lockdown. The council discussed the revised proposal for funding of this project and agreed that the funds were available to enable the work to go ahead. The revised budget would be approved at the August meeting.

2159.1.2 Tenders – Cllr. Anderson explained that two tenders had been received and the third company had pulled out of the process at the last minute as they were too busy. The consultant had reviewed the tenders received and recommended that Tender 2 be accepted. It was **PROPOSED** and seconded that Tender 2 be accepted and the work would commence on 3<sup>rd</sup> August 2020. All in favour. <sup>2 3 4 5</sup>

[The meeting closed at 20:01]

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<sup>2</sup> Clerk to arrange for the contract to be signed and a meeting with the consultant/contractor

<sup>3</sup> JA to produce document explaining the project

<sup>4</sup> Clerk to inform the insurance company and waste collection contractors

<sup>5</sup> Clerk to produce and display “Car Park closed” notices