

**DRAFT MINUTES OF A VIRTUAL MEETING OF QUIDHAMPTON PARISH COUNCIL HELD
ON 5th MAY 2020.**

Present; Cllrs Bass, Cripps, Fox-Rennie, Hoare, Rowley, Smith, Taylor, West and Whelan.
In attendance; 1 member of the public.
Apologies; Mrs C Churchill (Clerk).

Cllr Rowley opened the meeting at 6.35pm

0605. Apologies for absence were received from the Clerk.
Local Government Act 1972 s85(1)

0606. Interests.

- (i) Cllrs to declare any Disclosable Pecuniary Interests related to any matters to be considered in this agenda that do not appear in the Cllr's register of interests.
None declared.
- (ii) In accordance with the Dispensation Procedure, any requests for a grant of dispensation must be submitted prior to this meeting.
None received.

Cllrs were reminded that it is their responsibility to ensure their register of interests on the WC website is kept up to date.
Localism Act 2011. 2011. S 33.

0607. To consider and adopt the Terms of Reference for the Quidhampton Parish Council COVID-19 Committee, and the Quidhampton Volunteer Group Health & Safety Policy for the COVID-19 Response

The discussion centred around the original advice that a QPC committee should be formed in order to have linkage for insurance and formal linkages to Wiltshire Council schemes has proved incorrect. Guidance and advice have been provided by the clerk on the requirements to be fulfilled for the Quidhampton volunteer group to be covered by parish council insurance. The identified shortfall is a safeguarding policy. It was recognised that clarity was awaited from the Clerk on insurance cover for the volunteer's group.

The formation of a PC committee was voted as unnecessary, and the Term of Reference will be amended to become the volunteer group's own document. Three members of the parish council are members of the steering body of the volunteer group, and some other councillors are volunteers. It was clarified that the volunteer group would be/is called Quidhampton Coronavirus Steering Group. The volunteer steering group's risk assessment was accepted as fit for purpose. It was suggested that safeguarding be added to the volunteer group's document.

Actions

Cllr Amanda Wheelan undertook to prepare a document on safeguarding. Cllr Whelan
Clerk to contact parish insurers before next QPC to update on terms and conditions for using insurance
by volunteer group. Clerk

0608. To note agenda items for the next meeting to be held on Tuesday 26th May 2020. Please note all agenda items should be sent to the Clerk before 9am on 14th May 2020.

Follow-up on Parish council insurers' position.

Quidhampton Coronavirus Steering Group. Follow-up on volunteers group insurance, and safeguarding

It was noted that there was no progress on the purchase of the defibrillator.
The playing field gates required retaping.

Cllr Rowley closed the meeting at 6.55pm.

This meeting was held using zoom, hosted by Cllr Taylor.