**BONINGALE PARISH COUNCIL**

**Minutes of meeting**

**Thursday 25th March 2021**

Because of Covid 19 regulations the meeting was held on-line via Microsoft Teams.

**Present.**

Cllrs. D Thomas (Chairman), A Sankey (Vice Chair), C Keenan, D Slatcher.

In attendance: M Ward, Clerk to Boningale Parish Council.

No members of the public were in attendance

1. **Apologies.**

Cllr. Snowdon. Cllr. Snowdon’s apologies were accepted by the council.

1. **Declarations of interest.**

There were no declarations of interests.

1. **Public Participation.**

No members of the public attended the meeting.

1. **Minutes of the previous meeting.**

Members agreed that the meeting scheduled for 8th September 2021 should be changed to 1st September 2021 to allow the attendance of Cllr. Keeton.

With this one change Cllr. Slatcher proposed that the minutes were a true and accurate record which was seconded by Cllr. Keeton and unanimously agreed by the council.

1. **Matters arising.**

Members discussed arrangements for the Annual Parish Meeting scheduled for Wednesday 12th May at 7.30 pm. Because of government restrictions concerning the Covid 19 pandemic the meeting would have to be held on-line and it was agreed that Cllr. Snowdon should be asked to make the Microsoft Teams arrangements to enable residents to contribute to the debate. The clerk was asked to write a standard letter for distribution to local households by councillors according to their area. The APM would be preceded by a short council meeting at 7.00 pm to elect a new chair and vice chair following the local election to be held on 6th May.

Cllr. Sankey raised the possibility of obtaining road signs regarding the presence of children in Church Lane and agreed to contact the Highways Department at Shropshire Council to discuss the matter further.

1. **Correspondence.**

The chairman informed members that the Chair of Albrighton Parish Council had asked for a meeting to discuss a joint approach to Shropshire Council for the resurfacing of Burnhill Green Road. Members agreed that the council should participate in this initiative.

1. **To consider ICO regulations regarding the use of CCTV by a parish council.**

Cllr. Keaton raised concerns regarding the use of CCTV cameras and the management of data security which was not protected or encrypted. He felt that the advice of ICO would be necessary before any action was taken but it was clear that current regulations would demand that there should be a Data Officer or Controller and there was the issue of who would monitor the cameras once installed. There was also the issue of embarking on a major new development shortly before the election of a new council in a month’s time and whether it would be better to wait for the new council to be elected who could then decide whether to pursue this initiative or adopt a different approach.

While having sympathy with this view Cllr. Sankey said that there had been two further cases of fly tipping recently and action was needed to combat the problem.

**Cllr. Slatcher proposed that a decision on the use of CCTV cameras to counter illegal fly tipping should be deferred until a new council had been elected on 6th May who could then hold an extraordinary meeting before 1st September to further discuss the matter and decide. The motion was seconded by Cllr. Keeton and agreed by the council.**

It was noted that Albrighton Parish Council used CCTV in the Red House and their experience could be drawn upon when the matter was debated later in the year.

1. **The possible purchase of notices and the wording to be included.**

No notices had been obtained or approved and it was agreed that the new council would need to seek advice from the ICO regarding the appropriate wording of CCTV warning signs if cameras were installed.

1. **The development of a council policy on the use of CCTV which takes account of all current legislation.**

Members agreed that the council would need a new policy on the use of CCTV if it were to proceed with this initiative and the clerk was asked to investigate existing council policies and select two or three that he considered appropriate and bring them to the attention of members when they met after the May elections.

1. **Use of the council website about the deployment and use of CCTV.**

Cllr. Snowdon had already indicated that he would not be standing for election in May which would require new arrangements regarding the management of the council website. Cllr. Keeton said that he would contact a friend who had experience in this area and investigate the possibility of him assuming control.

It was agreed that this matter would need further discussion at the extraordinary meeting to be held after the May elections.

1. **The financial implications for the council considering its current position and budget for the precept 2021/22.**

Members noted that there was nothing in the 2020/21 budget for the purchase of CCTV cameras or additional website expenses.

Cllr. Keeton raised the issue of the former BT phone box which had been purchased by the council and is legally responsible for its maintenance and use. Members were unsure whether electrical power was still connected to the box but Cllr. Sankey stated that she would ask her husband to investigate the matter. Materials for maintenance and development were expensive and the box was still leaning at an angle and needed to be straightened. Members had made a grant to the group that was developing the facility and they agreed that it would be helpful to have an update on progress and future action at the extra meeting to be held before the 1st September.

At this point Cllr. Thomas, chairman of Boningale Parish Council, announced that after many years in the position he had decided not to stand again at the forthcoming elections. A local resident had agreed to stand in his place so that the council would be at full strength after May. Members thanked him for his many years of service and asked for a formal vote of thanks for his work on behalf of Boningale people to be recorded in the minutes.

1. **Date and time of the next council meeting - 12th May 2021 Annual Parish Meeting, 1st September 2021, council meeting. The meetings will take place in the Old School Room, Church Lane, Boningale unless there is an alteration caused by the COVID 19 pandemic.**

Following earlier discussions, there will be an extraordinary meeting to be held before the 1st September, a date to be agreed by the council when they meet on 12th May before the Annual Parish Meeting.

Signed……………………………………………………………………….. Date………………………………………………….

Chairman