

High Halstow Parish Council

50 Pepys Way • Strood • Rochester • Kent • ME2 3LL
Tel: 01634 710086 • e-mail: clerk@highhalstow-pc.gov.uk
Website : www.highhalstow-pc.gov.uk



MINUTES

Road Reps Committee Meeting

Friday 1st May 2020

Virtual Meeting ~ 4.00 pm

Attendees: Cllr G. Crozer (Chairman) Cllr M. Stone
Cllr R. Collins Cllr T. Munday
Cllr L. Atkinson Mrs J. Allen (Clerk)

Members of the public: 0

The meeting commenced at 4.00 pm

Cllr G. Crozer opened the meeting and thanked everyone for attending.

1. Apologies for absence

HHPC554:01.05.20 An apology for absence was received from Rev S. Gwilt, who had prior commitments.

2. To receive Declarations of Interest and Dispensations

HHPC555:01.05.20 None.

3. Update on actions from last meeting

HHPC556:01.05.20 The Clerk, Mrs J. Allen, spoke to confirm that she was still transcribing the minutes from the last Road Committee meetings and she would have these ready as soon as possible.

4. Updates

HHPC557:01.05.20 Cllr M. Stone spoke to advise that the High Halstow volunteers had now been asked to perform up to 30 tasks, some of which were still ongoing.

She informed the members that the majority of the tasks the volunteers had been asked to complete were mainly for essential shopping items and prescriptions, alongside telephone befriending and signposting.

5. Leafletting & MARR

HHPC558:01.05.20 Cllr M. Stone advised that the team had now leafletted all of Chattenden, half of Stoke and that more leaflets were going to be delivered imminently.

She also reported that the High Halstow Road Reps Committee now formed part of the Peninsula MARR group and that she understood there were now 4 committees throughout Medway, that covered over 1,200 roads. Aiding with both the elderly, vulnerable and all those self-shielding.

The Chairman, Cllr G. Crozer, spoke to advise that following the latest Governments announcements that he understood volunteers were now eligible for COVID-19 testing. He also advised that he understood Medway Council were providing grants to Parish Councils to aid with community support groups, where it was agreed that Cllr R. Collins would look further into this matter.

6. Information sent to Road Reps

HHPC559:01.05.20 Cllr M. Stone spoke to confirm receipt of all the volunteers consent forms, alongside their proof of address and copies of any DBS checks held.

Cllr L. Atkinson spoke to confirm receipt of an email from NALC, praising the hard work of volunteers throughout the country. It was agreed to send this email onto all the Road Rep volunteers to express the members most sincere gratitude for all their support.

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7. Dissemination of Information / Update about the Road Rep Scheme

HHPC560:01.05.20 Cllr M. Stone spoke to express her concerns that the committee might unknowingly keep the volunteer's documentation longer than needed. She proposed amending the policy to ensure any documentation held on file was destroyed, once seen by two members of the committee.

Cllr T. Munday spoke in response to advise that he thought all documentation should be held until the pandemic was over.

The members agreed with Cllr T. Munday, where it was accepted that the volunteer's correspondence would be held on the electronic filing system, with restricted access, and destroyed once the COVID-19 outbreak was over.

8. Finances

HHPC561:01.05.20 Cllr M. Stone reported that she had asked the Clerk, Mrs J. Allen, to order a box of 50 face masks from her suppliers at a cost of £65.00

9. Any other business

HHPC562:01.05.20 Cllr M. Stone advised the members that she had now finalised her article for the Village Voices publication, however, she understood that they were not producing their magazine presently owing to the pandemic. She also advised that she understood 'The Net' were also not printing their tabloid either.

A discussion ensued between the members in relation to incorporating a copy of this article into the next edition of the High Halstow times (where it was understood the current newsletter had already been printed). The members collectively discussed the delivery of the High Halstow Times, where it was agreed that they would ask the editor if he and any volunteers that would be happy to aid with its delivery.

Cllr M. Stone also spoke of asking Hoo Parish Council for a grant towards the printing and delivery of the leaflets promoting the MARR group. It was agreed that the Clerk Mrs J. Allen, would approach the Parish Council to raise this matter.

10. Next meeting date

HHPC563:01.05.20 Cllr G. Crozer, spoke to confirm that the date for next virtual meeting of the Road Reps Committee, would be held on Friday 8th May at 4.00pm

He thanked the members for attending and closed the meeting at 4.52 pm.

The next Road Reps Committee meeting will be held on:

Friday 8th May 2020	4.00pm	(Virtual Meeting)
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