

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 3rd April 2020 Virtual Meeting ~ 4.00 pm

Attendees: Cllr G. Crozer (Chairman) Cllr M. Stone
Cllr L. Atkinson Cllr R. Collins
Rev S. Gwilt 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

HHPC452:03.04.20 An apology for absence was received from Cllr T. Munday, who had prior commitments. It was also acknowledged that Rev S. Gwilt would be joining the meeting late. *

2. Minutes of the previous Road Reps Committee Meeting

HHPC453:03.04.20 Due to this meeting being the first of the newly formed Road Reps Committee it was recognised that there were no previous minutes.

3. Emergency decisions taken since the last meeting

HHPC454:03.04.20 None.

4. Finance

HHPC455:03.04.20 The Chairman, Cllr G. Crozer, spoke to advise that on behalf of the Parish Council he was providing the committee with a £1,000 grant.

Cllr M. Stone, also spoke to inform the members that following an email from Rev S. Gwilt, that she understood All Saints Church in High Halstow had pledged an additional £1,000 to the Road Reps Committee funds.

Cllr M. Stone spoke to air her concerns in regards to the lack of PPE equipment, which she felt the volunteers needed. She asked the committee for permission to purchase latex gloves, face masks and antiseptic spray.

The members unanimously agreed that PPE equipment should be purchased without permission, as it was deemed an essential. A discussion ensued as to where the committee could source potential PPE equipment, as it was acknowledged that PPE equipment was in short supply everywhere presently.

Cllr G. Crozer spoke to acknowledge that a chemist, who lived in the village, had already donated 25l of antiseptic liquid free of charge.

* Rev S. Gwilt joined the meeting at 4.16 pm.

5. DBS Checks

HHPC456:03.04.20 The members collectively discussed the possibility of ensuring all the volunteers were DBS checked.

It was decided that DBS checks were not needed, however all volunteers would need to provide proof of their identity and evidence of their address to ensure they were registered as living in the village against the Parish electoral role.

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6. Volunteers

HHPC457:03.04.20 Cllr M. Stone spoke to confirm that a Mr M. Higgins had presented himself as a volunteer and accordingly she asked the Clerk, Mrs J. Allen, to obtain a copy of the electoral role to confirm his address.

7. Recipients

HHPC458:03.04.20 The members discussed outreaching to other areas of the community, mainly on the Peninsula.

It was agreed that Cllr M. Stone would establish connections with similar committees, run by different organisations, to ensure full coverage of the surrounding area.

8. AOB

HHPC459:03.04.20 The Clerk, Mrs J Allen, spoke to suggest the members considered promoting the Road Rep scheme with banners situated at different areas around the village.

It was agreed to look further into this idea, where the members arranged to correspond by email in regards to the desired wording for the potential new banners.

It was also agreed that the committee would approach Mr C. Mitchell of Smart Print services for a quote for 3, 2ft x 8ft banners, which would be situated at Britannia Road, Christmas Lane & Dux Court Road.

9. Next meeting date

HHPC460:03.04.20 Cllr G. Crozer, spoke to confirm the date for next virtual meeting of the Road Reps Committee, would be held on Friday 10th April 2020 at 4.00pm.

10. Close of meeting

HHPC461:03.04.20 Cllr G. Crozer thanked the members for attending and closed the meeting at 4.52 pm.

The next Road Reps Committee meeting will be held on:

Friday 10th April 2020	4.00pm	(Virtual Meeting)
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