

**YARNFIELD AND COLD MEECE PARISH COUNCIL
PARISH COUNCIL MEETING**

Tuesday 30 March 2021 at 7.30pm

Virtual Online Meeting

Present (for all or part of the meeting): -

Councillors:

David Beeston	Frank Cromey
Malcolm Beeston	Stella Hughes
Brian Eyre (Chairman)	Sally Parkin

Also in attendance: -

Officer in attendance: - John Fraser, Clerk to the Parish Council

Public at the meeting: - 14 (viewing on Facebook Live)

Apologies

21-170 Apologies were received from Cllr Rushton; Cllr Pert (SCC) and Cllr James (SBC)

Declarations of Interest

21-171 Cllr Mrs Hughes declared an interest and took no part in the discussion, apart from when responding to questions put to her by members of the parish council.

Defibrillator - to consider a request by Yarnfield Forum to transfer ownership of 2 defibrillators to the Parish Council.

21-172 The meeting of the Parish Council held on 9th March 2021 received a report about an application from Yarnfield Forum for a grant to support the cost of the insurance for their defibrillators. This prompted a debate about the future relationship with the Forum and possible amalgamation.

21-173 A meeting took place on 24th March with the Forum management committee. The outcome of the meeting was that the Forum Committee agreed:

- i. To transfer ownership of two defibrillators to the Parish Council.
- ii. To hold further discussions that would lead to the amalgamation of the Forum with the Parish Council.

21-174 The Council agreed to accept Yarnfield Forum's request to transfer ownership of the defibrillators and welcomed the opportunity to amalgamate the work of the Forum with the Parish Council.

21-175 Historically community involvement and volunteering in Yarnfield has been co-ordinated by the Forum. Much of the work that the Forum was formed to tackle has now been absorbed into the work of the Parish Council. The Parish Council is developing its role as the lead for volunteering in the parish. Many of the ambitions of the Council will rely on volunteers.

21-176 The Local Government Act 1972 enables a parish council to set up committees to manage functions for which it is responsible. These committees must be established by resolution of the

Parish Council who must also determine the terms of reference and membership of the committee.

21-177 It was agreed to form a committee that would bring together the work done by the two organisations that would provide clarity and a unified vision for the development of this role

21-178 Discussions with the Forum should be completed as soon as possible to agree:

- i. The areas of responsibility for the committee, which will broadly cover volunteering and community work in the parish and the management of the defibrillators;
- ii. The membership of the committee;
- iii. The transfer of the remaining assets (physical and financial) to the Parish Council.

21-179 During the period before the formation of the committee the management of the defibrillators will still need to be carried out on a regular basis. This work will be overseen by an advisory group. Once the new committee is established the advisory group will then be disbanded.

Financial Arrangements and Insurance

21-180 The future costs associated with the maintenance and running of the defibrillators will rely on a power contained in the Public Health Act 1936 section 234: "local authority may provide life-saving appliances at such places, as they think fit."

21-181 The defibrillators will be added to the council's list of assets which is included in the annual insurance policy.

21-182 Work undertaken by the advisory group for the maintenance or management of the defibrillators will be included in the annual insurance policy.

21-183 Resolution: It was resolved that:

- i. The request from the Yarnfield Forum to transfer ownership of two defibrillators is accepted with immediate effect and added to the Parish Council's Asset Register.
- ii. The Parish Council establish an advisory group to oversee the management of the defibrillators, details set out in Appendix 1.
- iii. That Cllr. Mrs Hughes takes on the role of Chairperson of the Defibrillator Advisory Group and that three non-councillor members, drawn from the Yarnfield Forum Management Committee, are invited to join the group.
- iv. Discussions with the Forum on the detail of the amalgamation is completed.
- v. The terms of reference and membership of the committee to oversee community involvement is reported to the Annual Meeting of the Parish Council on 4th May 2021.

21-184 Date and time of next meeting.

Tuesday 13 April 2021 at 7.30pm

Signed



Chairman of the Council

Date 13 April 2021

Meeting Closed: 8:15pm

Yarnfield and Cold Meece Parish Council Defibrillator Advisory Group

Membership

- i. 1 parish council member, who will take on the role of chairperson;
- ii. 3 co-opted non-councillor members.

Terms of Reference

- i. The weekly monitoring of the defibrillators.
- ii. Coordinating the maintenance of the defibrillators, which will include replacement of pads/batteries.
- iii. Reporting and liaison with the national coordination group.
- iv. Identifying ways to developing the network of defibrillators in the parish.
- v. The committee would report to the Parish Council twice a year, or when needed