# PRESENT:

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| --- | --- | --- |
| Cllr Milton Chairman | Cllr Dicker |  |
| Cllr Endacott Vice Chairman | Cllr Vooght |  |
| Cllr Bastyan Vice Chairman | Cllr Wood |  |
| **In Attendance:** |  |  |
| County Cllr Way (DCC) | Cllr Penny (MDDC) | 5 member(s) of public |
| Cllr Coren (MDDC) |  | P G Dunn - Clerk |

The Vice Chairman called the meeting to order.

Cllr Vooght addressed the council welcoming the new clerk and queried in the interests of transparency if anyone present was audio recording the meeting. The clerk confirmed he was recording the meeting to support drafting the meeting minutes.

# To Appoint a Chairman.

The Vice Chairman sought nominations following the resignation of Cllr Trip. There being none forthcoming the Vice Chairman advised he would be prepared to undertake the role until September.

**RESOLVED:** To appoint Cllr Milton Chairman of the council. The Chairman expressed he would appreciate all offers of help in the role.

# Apologies for Absence

Apologies noted from Cllr Penny.

# Declarations of Interests.

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| **Agenda** | **Councillor** | **Type** | **Reason** | **Dispensation** |
|  | None |  |  |  |

1. **Public Participation.**

A query was raised as to the policy for the publication of the meeting’s agenda. The Chairman stated the agenda was published on the village noticeboard. The clerk explained owing to having just taken up the position the agenda had not been published on the parish website due to outstanding training on the website administration. The publication of the agenda a minimum 3 clear days prior to the meeting on the public noticeboard complied with legislated requirements.

# Minutes.

* 1. **13/01/20.** To sign if approved, minutes of the Council.

**RESOLVED:** Approved.

* 1. **10/02/20.** To sign if approved, minutes of the Council.

**RESOLVED:** Approved.

# Vacancies for Parish Councillors.

The Chairman reported two vacancies following resignations of Cllrs Carter and Trip.

The clerk confirmed Notices of Vacancies had been posted on the parish noticeboard 06/03/20, in the absence of sufficient electors requesting an election to fill the vacancies in the regulated timescales the parish council’s power to co-opt would be exercisable.

Cllr Vooght queried filling the Vice Chairman position. Nominations were sought and it was agreed to appoint two Vice Chairman. Resolved: Cars Bastyan and Endicott be appointed Vice Chairmen.

# To consider the following Planning Matters.

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| **7.1.** | **20/00243** | Erection of two single storey rear extensions. Mr M Tripp, Brambleside, Cheriton Bishop.  **Recommendation:** No comment |
| **7.2** | **20/00347** | Erection of rear sun-room extension.  Mrs N Bartholemew, Larchmoor  **Recommendation**: No comment |

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| **7.3.** | **19/02088** | Formation of agricultural access.  Mr M Chatfield, Land at Crossways Farm.  **Decision:** Approved |
| **7.4.** | **20/00082** | Hedgerow Removal Notification for the removal of 4.5m of hedgerow. Mr M Cull , Land at Medland Lane.  **Decision:** Withdrawn |

1. **2020/21 Draft Budget.**

The Chairman confirmed the revised budget had been circulated to all councillors.

**RESOLVED:** Revised budget approved.

# Minutes – Distribution and Content.

It was expressed that the brevity of the minutes without background lead to reasoning for decisions having to be committed to memory. It was agreed to monitor and review minutes over the next few months.

# Annual Parish Meeting – to set a date and agree format.

**RESOLVED:** To hold the meeting 18/05/20 19:00 with parish groups invited. ***Clerk to action*.**

# Devon Air Ambulance Night Landing Sites update.

Cllr Dicker reported the issues arising from the preferred site’s location in the centre of the field and livestock. A variation is being considered, relocating to a fenced corner of the same field and a further meeting was due to review this proposal.

# Playground Management and Refurbishment update.

Councillors considered the latest information from MDDC and its timeline.

Queries had been raised as to whether the parish council had any leeway on the tender designs or the option to invite its own tenders. Further correspondence indicated the parish council’s option was to take the playground with any inspection report identified deficiencies or MDDC would undertake the refurbishment to their specification and then it would be available for the parish council to take on responsibility for the playground via the leasing arrangements provided. Councillors briefly discussed the playground inspection requirements.

Cllr Coren queried whether the parish council was still interested in earmarking some of the Section 106 monies to undertake other improvements. Councillors discussed the refurbishment of the War Memorial area.

**RESOLVED:** To undertake the following:-

* Obtain quotes for restoration of the War Memorial seating and surfacing. ***Cllr Endacott to action. Request proposed equipment, layout and landscaping proposals of the play area tender. Clerk to action.***

It was noted some of the play area boundaries required attention and it was agreed to review alongside the tender proposal.

# Climate Change – To appoint a lead councillor.

The Chairman reported attending with Cllr Wood a meeting at Ide who had produced their own public literature detailing ideas residents could undertake for a “Plastic Free Ide”:-

* Prioritise plastic free wrapping/bags when undertaking shopping.
* Purchase package free fruit & vegetables.
* Buying milk, refilling your own bottle from a “Milk Station”, soon to be available Saturdays weekly from a mobile delivery at the Cross.
* Locations of outlets supply loose dry food stuffs.
* Bamboo toothbrushes.
* Switching to loose leaf tea to avoid plastic in tea bags.
* Switching to more environmentally friendly containers for daily household products.

Speakers presented ideas for promoting tree planting, allowing self-seeding hedgerow trees to establish and ideas being implemented by some farmers. Parishes were encouraged to share ideas.

The Chairman reported a day workshop 21/03/20 10:00-16:00 at Caddsdown Business Support Centre, Bideford, £10 with lunch.

Cllr Coren reported:-

* A “Milk Station” was now available at Mole Avon in Crediton along with electric car charging points there and at the Leisure Centre, Lords Meadow.
* Evolving policy to plant trees on wasteland not suitable for alternative use.
* Review of maize growing and the run-off following harvest.

**RESOLVED:** Cllr Wood appointed lead councillor.

**RESOLVED:** The Chairman suspended Standing Orders to allow a resident to speak.

Gill Westcott offered information on scheduled events & speakers available for local events, and encouraged activity to raise the profile of climate change locally.

Standing Orders resumed.

# MDDC Grounds Maintenance Charges.

Councillors considered the response from MDDC advising quoted charges excluded work team travel time given they were undertaking the parish council work whilst undertaking MDDC responsibilities in the village.

**RESOLVED:** Cllr Vooght proposed, Cllr Bastyan seconded and all were in favour acceptance. ***Clerk to action***.

# Flags Update.

Cllr Vooght reported the flag pole had been inspected and serviced, with a new military grade flag purchased; the pole was cleaned, lubricated and the cord & weight replaced. Thanks were expressed.

# Parish Repairs and Maintenance.

The Chairman reported the refurbishment of the noticeboard will be completed during the village clean by Mr Tripp at no cost to the parish.

# Parish Roads and Footpaths Update.

Fly-tipping on the Hittisleigh road was reported online and removed at <https://www.middevon.gov.uk/do-it-online/street-scene/report-fly-tipping/> Other Highways issues can be reported at [https://www.devon.gov.uk/roadsandtransport/report-a-problem](https://www.devon.gove.uk/roadsandtransport/report-a-problem)

Correspondence report.

The following report was noted:-



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| **Items for Action** | **Items for Note** |
| MDDC Planning Dartmoor Planning  MDDC Local Plan Consultation Correspondence re Defibrillator monies Resignation of 2 Councillors  Correspondence with MDDC re Grounds maintenance charges | MDDC: Press Releases Rural Newsletters MDDC Newsletter  Devon Communities Training Courses DALC Newsletters  DCC Road Closure information DALC Training  DCC Climate Change update |

# Accounts.

* 1. **Receipts.**

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| --- | --- | --- |
| **19.1.1.** | Newsletter | **25.00** |
| **19.1.2.** |  | **40.50** |
| **19.1.3.** |  | **12.50** |

* 1. **Payments for Approval.**

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| --- | --- | --- | --- | --- |
| **Item** | **Chq Ref** | **Payee** | **Purpose** | **£** |
| **19.2.1.** | 000001 | Spalding Hall | Hire | **153.00** |
| **19.2.2.** | 000002 | Savilles |  | **365.90** |
| **19.2.3.** | 000003 | St Thomas | Newsletter | **115.12** |
| **19.2.4.** | 000004 | Winkworth | Newsletter refund | **90.00** |

The clerk reported a new bank mandate had been completed and signed by Cllrs Endacott & Vooght, removing Cllrs Carter & the ex-clerk from the account and adding the new clerk as administrator with no signing authority.

Councillors reviewed payments and requested further information in relation to 19.2.2. ***Clerk to action***. **RESOLVED:** Cllr Vooght proposed, Cllr Wood seconded and all were in favour settlement accounts 19.2.1, 19.2.3 & 19.2.4, with Cllrs Endacott and Vooght to sign. ***Clerk to action***.

# Reports (For Information only).

* 1. **Cllr Way (DCC).**

Cllr Way reported:-

* + - New Coronavirus website <https://www.devon.gov.uk/document/coronavirus-advice-in-devon/>.
    - Devon Rail Forum meeting considered proposals to open rail line Bere Alstone to Tavistock.
    - DCC County Hall meeting 16/03/20 concerning the new road which he understood had largely resolved the issue with HGV traffic through the village.
    - A small surplus in the Locality Budget would be carried forward to 2020/21 and available for small grant applications from approximately mid-May.

# Parish Council Chairman.

# Reviewing additional First Aid Training costs for the village to supplement the defibrillator training. The preferred Credition based provider based on content and duration was £300 and a review of an Okehampton provider was ongoing and would report further at the next meeting. It was suggested this may be an appropriate application to the Locality Budget and depending on take-up more than one session could be considered.

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Cllr Vooght confirmed defibrillator training would take place 21/04/20 19:00 at the village hall and had been advertised.

Cllr Vooght took the opportunity to mention the invoice for the flag pole maintenance did not include the new flag and he would forward the clerk a copy. ***Clerk to agenda payment***.

A resident’s issue with housing costs which fell in the neighbouring district. Cllr Coren suggested it would be helpful if contacts for the neighbouring district could be included in the newsletter.

* + - Another leak in the foul drain during prolonged rainfall suggesting this would likely be exacerbated by future development proposals.
    - Inclusion in the March newsletter an article on responsibilities for drainage of run-off.

# Parish Councillors.

Cllr Bastyan suggested a reference to the DCC coronavirus website would be worth inclusion in the minutes and newsletter.

Cllr Dicker queried responsibility for road drained water, Cllr Way stated the Highways was responsible for drains under the highway.

Cllr Vooght reported 25/04/20 spring clean-up and requested any specific areas that needed attention.

Cllr Endacott reported:-

* + - Outstanding removal of temporary caravans and sheds following completion of building work at a parish location. Cllr Coren stated it had been included in his representations to MDDC and would follow-up again.
    - Burning of noxious material being burnt after dark. Cllr Coren would take up the issue with Environmental Health.

Cllr Wood queried care of isolated individuals given any government edict to restrict movements related to the coronavirus pandemic. It was felt the community would take up the matter to offer assistance where needed as happens during snow events.

# Cllr Penny (MDDC).

None.

# Cllr Coren (MDDC).

Cllr Coren reported the Boundary Commission were reviewing mid-devon wards. Emerging proposals would be remove Copplestone and add Coldebrook & Newton St Cyres to Yeo Ward.

# Dates of Next meetings.

**21.1. Parish Council - 16/04/20 19:30.**

Noted.

Meeting closed 21:30