

Minutes of the Extraordinary Council Meeting held 06/08/20, 19:30 Online*

PRESENT:

Cllr Harvey Chairman Cllr Dorow Cllr Wells
Cllr Martin Vice Chairman Cllr Northam Cllr Smith Cllr J Yabsley

In Attendance:

District & County Cllr J Yabsley

P G Dunn - Clerk

Meeting convened in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020*.

1. Public Session (maximum 3 mins per subject overall max. 15 minutes).

None.

2. To Approve Apologies for Absence.

RESOLVED: Apologies approved from Cllrs Goodwin, Prynne and Searles.

3. To consider Code of Conduct Matters:-

3.1. Written councillor dispensation requests arising.

None.

3.2. Declarations of Interests not declared in the Register of Interests.

Agenda	Councillor	Type	Reason	Dispensation
	None			

4. Sanction payment schedule appended & instruct cheque signatories.

RESOLVED: Cllr Yabsley proposed, Cllr Martin seconded and all were in favour settlement accounts 4.1 through 4.8, clerk to setup online payments, Chairman to authorise. **Chairman and clerk to action.**

5. Review current closure of Playgrounds and planning resourcing / timing of re-opening.

Councillors reviewed a draft risk assessment and two draft playground signs for Hygiene and Social Distancing prepared by the clerk in accordance with government regulations and guidance provided with councillors' papers.

RESOLVED: Cllr Northam proposed, Cllr Martin seconded and all were in favour approval of the risk assessment and playgrounds re-opening following implementation of all the requirements identified.

RESOLVED: Cllr Dorow proposed, Cllr Yabsley seconded and all were in favour approval the signage subject to inclusion of the additional texts:-

- "The equipment is not cleaned or supervised by the council" – to be added to both signs.
- "Wait your turn at a safe distance – use equipment in a clockwise direction" – to be added to the Social Distancing sign.

Clerk to amend signage and email to Vice-chairman for printing and erection at playgrounds prior to re-opening.

6. Review current closure of the Public Toilet and planning resourcing / timing of re-opening.

Councillors reviewed a draft risk assessment and recommended "stock" signage, prepared and researched by the clerk to accord with government regulations and guidance provided with councillors' papers.

RESOLVED: Cllr Dorow proposed, Cllr Wells seconded and all were in favour approval the risk assessment and toilet re-opening following implementation of all the requirements identified.

RESOLVED: Cllr Dorow proposed, Cllr Yabsley seconded and all were in favour "stock" signage purchase.

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Chairman to liaise with:-

- Contract cleaner on revised terms to meet requirements of risk assessment to include cleaning twice daily seven days a week, **to be reviewed after two months (clerk to agenda)**, together with arrangements for a cleaning schedule to be displayed at the toilet.
- Builder to arrange reinstatement of the toilet door timer Magloc and adjustment to override lock to allow it to function in conjunction with Magloc.

Clerk to order:-

- Signage & erect.
- Sign & return order for hand sanitiser units and arrange installation.

7. Review resident's complaint concerning Lakelands grass verge cutting.

Councillors considered a resident's complaint and the clerk reported action taken to notify the grounds maintenance contractor of the Lakelands issue and another issue identified at Drayford Green. Councillors considered a follow-up email from the resident confirming the verge cutting at Lakelands had been addressed and the Chairman confirmed Drayford Green was outstanding. **Clerk to monitor.**

8. Consider Western Powers proposed Wayleave Agreement for Drayford Green.

Following queries raised with Western Power by the clerk it materialised no Wayleave Agreement existed for the power lines crossing Drayford Green resulting in the draft agreement for consideration. The Chairman reported due to insufficient numbers responding to the councillors' circular to review the Wayleave Agreement the matter remained outstanding. Councillors confirmed they had no issue with the agreement.

RESOLVED: Cllr Yabsley proposed, Cllr Dorow seconded and all were in favour approval. **Clerk to sign and return.**

9. Agenda Items for consideration by the next meeting.

- Youth Shelter complaints.
- Butts Close nameplate (onward signposting information).
- Adventure Playground refurbishment representations.
- New development occupancy level in relation to S106 payments trigger.

Meeting closed 20:45.

Payment Schedule

Item	Chq Ref	Payee	Purpose	£
4.1.	OB	Hoopers (SW) Ltd	Grounds Maintenance - 5392	1284.00
4.2.	OB	The Cumbria Clock Company Ltd	Annual Service - 13779	186.00
4.3.	OB	S Sandland	Toilet Management & Cleaning Contract	195.00
4.4.	CC	Easily Limited	Website Domain Name – annual renewal	11.99
4.5.	DD	EDF Energy Customers Ltd	Public Toilet electricity supply	7.86
4.6.	CC	iNet Telecoms	Council virtual telephone no. rental 20/07 ***8225	2.40

Invoices Received after Agenda compilation - To Be Ratified

4.7.	OB	Mid Devon District Council	Trade Waste Bin - 2 collections (Aug+Sep)	41.88
4.8.	OB	Wicksteed Leisure Ltd	Qtly Paygrounds Inspection ***0842	170.40