

**Minutes of the Council Meeting held 03/12/20, 19:30 Online\***

**PRESENT:**

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

**In Attendance:**

District & County Cllr J Yabsley

10 Members of the public  
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\*.**

Due to the Chairman's technical issues the Vice-Chairman temporarily took the Chair during the meeting.

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

Public present expressed their wish to participate during item 8.5.

**RESOLVED:** Cllr Martin proposed, Cllr Goodwin seconded and all were in favour bringing forward item 8.5 to this point in the meeting suspending Standing Orders for the duration of 8.5 to allow public participation.

Cllr Yabsley arrived.

See minutes recorded under 8.5 below.

**2. To Approve Apologies for Absence.**

None.

**3. To receive the following Reports (strictly maximum 15 minutes – long reports should be submitted in advance to the clerk to circulate to councillors prior to the meeting):-**

**3.1. Police update - <https://www.devon-cornwall.police.uk/your-area/teams/South-Molton> - to include North Devon Advocacy Scheme Report.**

Cllr Smith reported:-

- People are being encouraged to take part in a short survey to inform local policing, closing date 03/01/21.
- Effective 02/12/20 Devon in Tier 2 Covid restrictions.
- E-Scooter initiatives being promoted and whilst not illegal to purchase, privately owned ones are currently not legal to ride in a public place in the UK.
- £417,295 funding allocated to a new programme to address domestic abuse.
- New Devon & Cornwall Community Watch website launched.
- Warnings out about Black Friday deals.
- Meeting of Crime Panel coming up.

**3.2. District and County.**

Cllr Yabsley reported:-

- Issues with District waste and recycling operatives off work or self-isolating due to covid now impacting service delivery.
- DCC able to set a balanced budget despite covid spending to date.
- Recommended public keep reporting potholes; agreement for funding to re-surface Five Crosses through to Nomansland.

The Chairman reported surface flooding at Westaway Cross again was right across the road. **Cllr Yabsley to report.**

- Highways were looking at a solution to the issues with traffic turning right into West St from The Square directly opposite the Post Office Stores. This could be achieved by narrowing the

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section with build-outs to eliminate parking to maintain traffic flow. This would take a year to take through the Traffic Order annual submissions process.

- The boat parked in The Square will be removed by the District Council.
- Pallets have been removed.
- Blue truck legally taxed.

Cllr Dorow requested timescales for measures to address issues at the Pound House. Cllr Yabsley reported he had stated to the owner what was and was not possible. Cllr Dorow pressed for timescales and Cllr Yabsley advised it was down to availability of resources and where the issue sat in the order of other priorities; in the extreme it has taken 10 years to progress a review of car parking in South Molton. Such review outcomes are typically funded by residents permit parking and parking meters. Cllr Yabsley stated it was not the duty of Highways to fund protection of private property.

The Chairman invited the remaining member of the public with hand raised to speak, the clerk reminded the Chairman council would need to suspend Standing Orders to allow public participation.

**RESOLVED:** Cllr Martin proposed, Cllr Goodwin seconded and all were in favour suspension of Standing Orders for the resident to speak.

The resident expressed issues often arise with lorry's unloading. Cllr Yabsley stated unloading vehicles could legally block the road for up to 20 minutes unless over-riding planning restrictions existed.

#### 4. Minutes.

**4.1. 05/11/20.** To sign if approved, minutes of the Council.

**RESOLVED:** Cllr Searles proposed, Cllr Dorow seconded and all were in favour approval subject to corrections to items 5.2 and 6.1 as detailed:-

##### 5.2 Declarations of Interests not declared in the Register of Interests.

Agenda	Councillor	Type	Reason	Dispensation
7.1 72321	Cllr Searles	DPI	Close association.	n/a
7.1 72321	Cllr Wells	DPI	Close association.	n/a

##### 6.1 Planning list (appended).

See planning report appended. Cllrs Searles and Wells left the meeting for application 72321.

#### 5. To consider Code of Conduct Matters:-

##### 5.1. Written councillor dispensation requests arising.

None.

##### 5.2. Declarations of Interests not declared in the Register of Interests.

Agenda	Councillor	Type	Reason	Dispensation
	None			

##### 5.3. Code of Conduct Review report.

None.

#### 6. To consider the following Planning Matters.

##### 6.1. Planning applications received following agenda publication.

See planning report appended.

##### 6.2. Enforcement Issues Arising.

None.

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7. To consider the following Finance & Policy matters:-

7.1. Finance update circulated to councillors' for review.

**RESOLVED:** Cllr Northam proposed, Cllr Martin seconded and all were in favour noting 26/11/20 Report and Bank Reconciliation including online banking payments raised reviewed with no issues.

7.2. Sanction payment schedule appended & instruct cheque signatories.

**RESOLVED:** Cllr Martin proposed, Cllr Searles seconded and all were in favour settlement accounts 7.2.1 through 7.2.11, clerk to setup online payments, Cllr Harvey to authorise. **Cllr Harvey and clerk to action.**

7.3. 2020/21 Budget Review.

Noted.

7.4. 2021/22 Budget Draft.

**RESOLVED:** Cllr Searles proposed, Cllr Northam seconded and all were in favour adoption of recommendations:-

- Budget totalling £42473.
- Earmarking an additional £5000 from General Reserve to Street Furniture maintenance.
- Earmarking an additional £15000 from General Reserve to Youth & Children's Projects.

**Clerk to action.**

7.5. NDC Precept Estimate request.

**RESOLVED:** Cllr Wells proposed, Cllr Dorow seconded and all were in favour:-

- Setting the 2021/22 Precept at £34646 (no increase on 2020/21).
- Using General Reserves to fund the difference between Precept & Budget.

**Clerk to action.**

7.6. DALC discounted purchase of Local Council Administration 12th edition (current PC edition 7th 2006).

**RESOLVED:** Cllr Martin proposed, Cllr Dorow seconded and all were in favour purchase. **Clerk to action.**

Cllr Yabsley left.

8. To consider the following Property/Environment matters:-

8.1. Highways, Drainage & Public Rights of Ways Issues.

<https://devon.roadworks.org/>

<https://www.devon.gov.uk/roadsandtransport/report-a-problem/>

The Chairman raised outstanding work to re-point the wall on the causeway South Molton side of the village. **Cllr Yabsley to follow-up.**

8.2. DCC 2021 P3 Annual Survey & Funding Bid.

The Chairman reported she had emailed Mr Hanbury to confirm his availability to undertake the survey. The Chairman and Vice-Chairman also volunteered to help. **Clerk to re-agenda.**

Cllr Yabsley returned.

8.3. Public Toilet – Vandalism (engaged lock and disabled alarm).

The Chairman reported damage to the door jam and warping of the door apparently from someone trying to prise the door open and sought councillors' opinion on CCTV installation. The Chairman had spoken to Cheffings to address the issue. Councillors declined CCTV.

The Chairman reported following up the disabled alarm issue with the electrician. Cllr Northam reported the electrician had parts on order to repair the alarm.

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**8.4. Office - Letting Update.**

**RESOLVED:** Cllr Northam proposed, Cllr Searles seconded with the majority in favour acceptance with one abstention (Cllr Yabsley), a quote from Mr M Rose to supply and install a sink with cupboard under containing hot water heater in the office storage room. **Clerk to action.**

The clerk reported NDC Legal had acknowledged instruction to draft lease which was now underway.

**8.5. Adventure Playground Refurbishment Working Group report.**

Summary of salient points of discussion:-

- A report from the Working Group had been pre-circulated to councillors.
- The Chairman sought clarification on sourcing of figures included in the report.
- The budget was derived from figures suggested by NDC to Larkfleet at the commencement of discussions during the development planning application.
- The Cllr Searles and the Chairman explained the split of the funding was flexible being determined on the merits of bids submitted by the three qualifying projects detailed in the signed Section 106 the legally binding document which superseded initial planning discussions. This was outlined to the parish council at a meeting with Ms Lucy wheeler from NDC. District Cllr Yabsley confirmed this was his understanding.
- Cllr Yabsley explained the projects monies could only be secured from the developer against proof of project costs, therefore bids would be required to be submitted.
- Cllr Yabsley reported DCC Highways have secured and received the Highways contribution.
- Cllr Searles reiterated there were obligations over and above the financial contributions that needed following up by NDC Enforcement.

The Vice-Chairman took the Chair as the Chairman appeared to lose connection.

- It was clarified the S106 open space maintenance contribution was a commuted sum for grounds maintenance only and not maintenance of new assets installed at the Adventure Playground, Tennis Club or Parish Hall.
- Maintenance of newly acquired facilities resulting from the S106 capital sum fell to the respective groups; the parish council would likely fund this through precept increases which would be spread across existing and new build residences.
- Cllr Yabsley explained there was no additional land south of the new development towards the Medical Centre allocated for further phases in the current Local Plan.
- The Working Group sought clarity on what limitations the project was targeting, just play equipment or additionally skatepark facilities. Cllr Yabsley stated with a number skatepark facilities within 10 miles of Witheridge in much larger settlements it may prove difficult to secure additional funding from outside bodies.
- Cllr Searles expressed an opinion that a realistic assessment was needed as to the likely share of the S106 funding allocated for the three groups' projects, together with other funding sources and to size a refurbishment project for the Adventure Playground accordingly.
- The Working Group stressed the Group should at least try to secure other additional funding.
- Cllr Yabsley suggested the District Council would likely be willing to adopt a bidding process with a submission deadline for the three eligible groups.

Cllr Harvey re-joined the meeting and resumed the Chair.

- The clerk clarified the Working Group were working on behalf of the Parish Council and it would be the Parish Council submitting a bid against the S106 funds based on the Working Group's proposals.
- Cllr Yabsley clarified the Working Group Report referenced £10,000 of District Council funding, was in fact County Council funding and was subject to funding bids from up to 23

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eligible parishes in the county ward; one project from Witheridge for improvements in accessibility of footways was already in line for funding.

- Cllr Martin suggested the Working Group prioritise aspects of the refurbishment to allow scaling back of the project if all the required monies could not be secured.
- The Working Group clarified ideas for revamping the existing BMX track with local voluntary resource.
- Cllr Dorow replaced Cllr Northam on the Working Group and it was agreed to hold a further meeting of the Working Group.
- The clerk addressed the Working Group's queries in respect of the parish council's custodianship of the Adventure Playground reporting a trust was established 26<sup>th</sup> June 1929. Subsequently on the 21<sup>st</sup> December 1960 and Order by the Minister of Education under the Charitable Trusts Acts removed the then trustees and appointed the Parish Council as sole Trustee [Custodian and Managing].

**RESOLVED:** Cllr Martin proposed, Cllr Wells seconded and all were in favour accepting Cllr Searles offer to meet the District Council with Cllr Yabsley to establish a time limited bidding process for the S106 funding. **Cllr Yabsley to action.**

Cllr Yabsley would report back through the clerk the meeting's outcomes. The clerk reported for information there would be a standing Working Group Report item on the monthly parish council meeting agenda.

**8.6. Vehicular weight restriction on Mill Lane.**

Cllr Martin reported issues with articulated vehicles attempting to take the lane as a short cut and becoming stranded totally blocking the lane. Weight limits were discussed. **Cllr Yabsley to take the matter up with the DCC Highways Neighbourhood Officer.**

**8.7. Note Wicksteed 2021 Qtly Playgrounds Maint Inspections Orders raised.**

Noted.

**8.8. Note Western Power Drayford Green Finalised Wayleave Agreement.**

Noted.

**8.9. Note repair to Drayford noticeboard.**

Noted.

**9. Correspondence / Consultations Received for consideration:-**

**9.1. North Devon Records Office funding request.**

Noted.

**9.2. DCC Interim Devon Carbon Plan Consultation.**

Noted.

**10. Dates of Next meetings recommended:-**

**10.1. Parish Council - 07/01/21 – agenda deadline noon 25/12/20.**

Noted.

**10.2. Agenda Items for consideration by the next meeting.**

Review retention period of Remembrance Wreaths at the War Memorial.

Replacement of Union Flag.

Village Car Parking.

**Clerk to action.**

Closed 21:30.

# WITHERIDGE PARISH COUNCIL

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**Planning List** (Cllrs can access the Local Plan [here](#) , applications [here](#) )

Application No.	Description
<b>71483</b>	Notification of Planning Appeal Reference: APP/X1118/W/20/3260797 Barn at NGR 283648 115693, Newland Cross, Down Hill, Tiverton EX16 3QF Prior approval for change of use of agricultural building to five dwellinghouses (one larger and four smaller). Appeal Start Date: 24th November 2020 <b>Recommended:</b> Councillors to review appeal details.

### Payment Schedule

Item	Chq Ref	Payee	Purpose	£
7.2.1.	OB	Hoopers (SW) Ltd	Grounds Maintenance 5549	<b>168.00</b>
7.2.2.	OB	S Sandland	Toilet Management & Cleaning Contract 28/11	<b>300.00</b>
7.2.3.	OB	South West Water Business	Public toilet water & sewerage charges 10/11	<b>13.09</b>
7.2.4.	CC	Easily Ltd	Annual website domain name renewal ***9517	<b>18.00</b>
7.2.5.	CC	iNet Telecoms	Monthly number rental ***0040	<b>3.60</b>
<b>** Staff Salaries &amp; Expenses **</b>				
7.2.6.		Redacted in accordance with GDPR	Total:-	<b>853.35</b>
7.2.7.				
7.2.8.				
7.2.9.				
<b>To Ratify:-</b>				
7.2.10.	OB	J Harvey	Xmas Tree – mileage 57 miles	<b>25.65</b>

### **Invoices Received after Agenda compilation - To Be Ratified**

7.2.11.	OB	The Festive Lighting Company Ltd	E14 Warm White LED replacement Christmas lights x 10	<b>30.00</b>
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Signed:

Chairman.

Dated:

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