

MINUTES POUGHILL PARISH COUNCIL MEETING

Held in the Village Hall at 7:30pm on Thursday 18th November 2021

Attendees: Karen Wellerd (Chair), Cllr. Polly Colthorpe, Paul Mapp, James Clark, Julian Wild, Keeley Wells (Clerk)

1. **Democratic Period** - Public Questions – none.

2. **Apologies** – Cllr. Margaret Squires

3. **Declaration of Interests** – None

4. **Minutes of Previous Meeting** held on 16th September 2021 (Chair)

4.1 Approval of Minutes from previous meeting – These were agreed as a true record of the meeting.

4.2 Update on actions from previous meeting –

- Awards for all Grant Application – The chair reported that unfortunately our application was turned down.
- Churchyard Trees – High-Line contractors for Western Power had completed some of the work however could not access trees at the back and so will be returning to complete these.
- Daffodil Bulbs – Chair reported that these had been purchased and planted.
- Mid-Year Audit – Unable to contact previous years auditor. Reviewed financial regulations and previous years audit and satisfied those recommendations have been followed up.
- Online Banking – Progressing however a few problems with Paul Mapp's access.
- Churchyard Wall repair – This has been completed at Nil cost to the council.

5. Finance

5.1 Notification of payments and receipts in the period and current financial status.

- The current cash Book balance is £2,162.72, plus £1,000 in the Instant Access Savings Account.

Date	Details	Receipt	Payment
02-Sep	Newsletter sales	£8.32	
02-Sep	Defibrillator Donation	£6.00	
07-Sep	Mr A Cheriton		£45.00
08-Sep	Defibrillator Donation Cllr.Squires DCC	£500.00	
09-Sep	Clerk Reimbursement Laptop		£219.91
02-Sep	Hedgerow Print		£77.00
14-Sep	Defribulator Donation	£20.00	
14-Sep	Defribulator Donation	£6.00	
15-Sep	Defribulator Donation	£6.00	
26-Sep	Defribulator Donation	£10.00	
29-Sep	K Wellerd Reimbursement		£37.37
29-Sep	K Wellerd Reimbursement		£26.82
30-Sep	K Wells Clerks Salary		£92.46
16-Oct	A Cheriton		£45.00
23-Oct	J Avery Donation	£20.00	
22-Oct	DALC Training		£36.00
27-Oct	HMRC TAX/NI		£17.40
29-Oct	K Wells Clerks Salary		£92.46

5.2 To Approve the £150.00 quote from Ashley Cheriton to cut back the churchyard north boundary. The Chair Proposed, seconded by Cllr. Wild. All in favour.

5.3 To approve applying to the Viscount Amory Charitable Trust for a grant for the defibrillator. The council has a target of £2500 to date we have £568. A coffee morning has also been arranged. The Chair proposed that approval be given to apply for grants for the defibrillator purchase, seconded by Cllr. Colthorpe. All in favour.

5.4 To discuss and approve applying for a grant for a DCC Highways Grant to carry out repairs to the finger posts in the Parish. The chair reported that a grant can be applied for from highways, the chair will find out some more information with regards to this and bring back to the next meeting. The chair will contact the neighborhood highways officer. Contact details have been circulated to the council. Cllr. Mapp asked if we could enquire who has responsibility for the wall behind the bus stop. The wall needs repair.

5.5 To discuss the draft budget for 2022/23 – The 3-year budget plan was circulated and discussed ahead of setting the 2022/23 Precept in January.

6. Governance

6.1 To approve the Equality, diversity, and Inclusion policy V1.1 This was proposed by the Chair and seconded by Cllr. Colthorpe. All in favour.

6.2 To approve the Sickness Absence Policy V1.1 This was proposed by the Chair and seconded by Cllr. Clark. All in favour.

7. Planning

7.1 New Applications – None

7.2 Determined applications - Ref 21/01805/PNCOU The Barton Change of use - Refused

It was agreed that planning determination would be distributed to councillors for information.

8. District Councillor/County Councillor Report

8.1 Cllr. Colthorpe

- Local Plan – The local plan will be going to cabinet on the 4th of January for acceptance and it will then be out for consultation. Action Clerk to add to January Agenda for discussion.
- The Household Support Fund – The HSF is available to provide rapid short-term financial support to meet immediate needs such as food, energy and water costs and other essentials. To access support, you must be a Mid Devon resident over the age of 16 years old and be without sufficient resources to meet your immediate short-term needs.

9. Correspondence

- General correspondence emailed to Cllrs
- Footpath - Resident concerned with regards to people not following the footpath and walking around the edges. Action Chair to write in the newsletter to remind people of the countryside code.
- Fireworks – Request received from a parishioner with regards to making Poughill a firework free zone due to the concern for our animals. This was discussed and concerns were acknowledged however the Council do not have any plans to make Poughill a firework free zone and feel it would be difficult to police. And agreed it was not something they would be pursuing at the present time.

10. Chair's Report (Chair)

- The chair thanked Wendy Baldwin the previous Parish Clerk for her service and hard work.

The Chair closed the meeting at 20.25

Next meeting – 20th January 2022

Future dates for the diary Parish Council meetings: 17th March 2022