



## MINUTES

**Committee:** Parish Council  
**Date:** Tuesday, 02 June 2020  
**Time:** 7:00pm  
**Venue:** Virtual meeting via Zoom

### Present

Cllr Vivienne Hodges (Chair)  
Cllr Malcolm Chudley  
Cllr Gordy Keep  
Cllr Mike Warner  
Cllr Rose Mogeni  
Cllr Bas Payne  
Cllr John Farrand-Rogers  
Cllr Mike Jeffery  
Cllr Penny Simpson  
Cllr Anna Adnitt

### Also Present

Samantha Parkin (Clerk)

### PUBLIC PARTICIPATION

2 members of the public were present.

James Paxman (chairman of the Moretonhampstead Bowring Library Charitable Trust) read a statement on the previously circulated Bowring Library paper. The paper was discussed later in the meeting.

### 82/2020 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Paul Dodd

### 83/2020 DECLARATIONS OF INTERESTS / REQUESTS FOR DISPENSATIONS

Cllr Hodges and Cllr Payne made a declaration of interest. Both are Parish Council appointed Trustees of the Moretonhampstead Bowring Library Charitable Trust. Neither have any financial interest in the Library. The Clerk had discussed the issue with them prior to the meeting and granted their requests for dispensations.

## **84/2020 MINUTES**

Cllr Mike Jeffery proposed that the minutes of the meeting held on 5th May 2020 be **approved** and signed as a correct record. Seconded by Cllr John Farrand-Rogers and **resolved**.

## **85/2020 VIRTUAL MEETINGS PROTOCOL**

The Chairman stated the Virtual Meetings Protocol would be discussed at the next meeting.

## **86/2020 COUNTY COUNCILLOR'S REPORT**

No report had been received.

## **87/2020 BOWRING LIBRARY TRANSFER**

Cllr Bas Payne's report had been previously circulated. Cllr Payne advised it was vital the building remained insured and should be added to the Parish Council's insurance. There were concerns that the valuations in the report were dated. Cllr Warner felt that a current valuation was needed along with detailed investigations. Cllr Bas Payne stated that if nothing is done, the building will go into rapid decay. Cllr Hodges read a statement from the Friends of Moretonhampstead Library in support of the proposal to purchase the Library from Devon County Council.

Cllr Rose Mogeni proposed standing orders are **suspended** to allow James Paxman the opportunity to answer any questions. Seconded by Cllr Anna Adnitt and **resolved**.

James acknowledged the concerns raised by some of the Council but concluded that the risk can never be quantified without spending a lot of time and money.

Standing orders were restored.

Cllr John Farrand-Rogers proposed the Council adopt Cllr Payne's proposal as it stands. Seconded by Cllr Gordy Keep.

Cllr Mike Warner proposed an amendment to the proposal. Cllr Mike Warner stated that the Council support Cllr Payne's proposal and are grateful for all the work he has done on the report. The Parish Council need to have further valuation, advice and some investigations to ensure that the estimates for repairs are sensible and not excessive to make sure that there is an asset value at the end. Seconded by Cllr Anna Adnitt. 5:4 voted in support of the amendment. 1 abstention. The motion is carried.

Cllr John Farrand Rogers suggested that the Council send a letter to DCC telling them what has been agreed so are up to date on the situation.

Cllr Bas Payne left the meeting at 19.51pm.

## **88/2020 MATTERS ARISING**

It was noted the Council had subscribed to the online meeting platform Zoom for the duration of the Pandemic restrictions.

Cllr Vivienne Hodges thanked Mary Jones very much for watering the summer baskets in Court Street.

## **89/2020 CHAIRMANS DISCRETION**

It was noted that the new website is coming along but the Clerk is still waiting on a few Cllr bios.

An email had been received from John Willis on behalf of MDT regarding the Visit Moretonhampstead website. Cllr Penny Simpson proposed the Council **pay** MDT £500 to refresh the website. Seconded by Cllr Mike Warner and **resolved**. 1 abstention.

#### **90/2020 INTERMENT OF THE ASHES OF MR GRAY**

The Clerk provided background information on the item. Cllr Anna Adnitt proposed the Council **approve** the interment. Seconded by Cllr Mike Jeffery and **resolved**.

#### **91/2020 OPEN SPACES REPORT**

The Open Spaces monthly report was circulated prior to the meeting. It is attached at appendix 1 on page 5.

#### **92/2020 CLIMATE CHANGE GROUP REPORT**

Cllr Anna Adnitt stated she is still awaiting a reply from Cllr Jerry Brook regarding the street lighting issues highlighted at the last meeting. Correspondence has been received regarding the installation of a loghive in the cemetery. The Climate Change group are going to meet to discuss.

#### **93/2020 COUNCIL CORONAVIRUS RESPONSE UPDATE**

The report had been circulated prior to the meeting and is attached at appendix 2 on page 5.

The Council would like to commend the parishioners who have done remarkably well in following Government guidelines and reacting to the pandemic.

Cllr Penny Simpson raised a few issues brought up by the public. It was agreed Cllr Mike Warner would write a letter to Bovey Castle asking them to inform their staff of the rules as it is felt they might not be aware of the rules due to language barriers.

Cllr Malcolm Chudley left the meeting at 20.07pm.

Cllr Penny Simpson had a request from Central Café wondering if it would be possible to pedestrianize a certain area to allow for outside seating. It was proposed by Cllr Mike Warner that the Council will **support** this idea in principle. Seconded by Cllr Penny Simpson and **resolved**. Cllr Penny Simpson and Cllr Mike Warner will approach Highways to see if this is possible.

Cllr Penny Simpson will also approach the Manager of the Coop as there are concerns about social distancing in the store.

Cllr Mike Warner, Cllr Anna Adnitt and the Clerk will meet to discuss an update to the community.

#### **94/2020 PLANNING APPLICATIONS**

##### **0151/20 Internal alterations including removal and replacement of partitions and removal of ceiling finishes at 3 Court Street, Moretonhampstead**

It was proposed by Cllr Vivienne Hodges, seconded by Cllr Mike Warner and **resolved** to **support** the application.

#### **95/2020 INTERNAL FINANCIAL REGULATOR'S REPORT/END OF YEAR FINANCIAL REPORT**

The report had been circulated prior to the meeting. Item not discussed as Cllr Bas Payne was not present.

#### **96/2020 SCHEDULE OF PAYMENTS**

The Council considered its monthly schedule of payments. It was proposed by Cllr Mike Jeffery, seconded by Cllr Mike Warner and **resolved** to approve the schedule of payments at appendix 3 on page 6.

#### **97/2020 PHONE AND BROADBAND CONTRACT**

A report had been circulated prior to the meeting in which the Clerk had recommended to the Council that the phone and broadband provider is changed to PlusNet.

Cllr John Farrand-Rogers proposed the Council **move providers** to PlusNet. Seconded by Cllr Mike Warner and **resolved**.

#### **98/2020 CORRESPONDENCE**

Correspondence was received and circulated prior to the meeting from a local resident concerned about the management of the Churchyard. The Council reviewed the management of the Churchyard last year in conjunction with the BioBlitz group and feel this issue is work in progress. The Clerk will reply.

#### **99/2020 COUNCILLORS WITH PARTICULAR RESPONSIBILITIES REPORTS**

##### **POST OFFICE WORKING GROUP**

Cllr Warner's report is attached at appendix 4 on page . . Cllr Hodges thanked Cllr Warner for his continued efforts.

#### **100/2020**

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 permits local authorities to conduct and make lawful decisions at virtual meetings. These regulations came into force on 4th April and can be viewed at SI 2020/392 The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020. It was noted due to this change in legislation, the delegated decisions group is no longer needed to make decisions. Executive powers have now been returned to the Council.

The Chairman closed the meeting at 20.30pm.

#### **TO DO ACTIONS**

- Letters to be sent to the Bowring Library Charitable Trust and DCC informing them of the Council's decision
- Cllrs to submit bios to the Clerk if they have not already done so
- Clerk to add MDT payment of £500 to next month's payment list
- Clerk to inform the Church wardens of the Council's decision to allow the interment of Mr Gray's ashes
- Climate change group to meet to discuss lighting and loghive issues
- Cllr Mike Warner to write to Bovey Castle
- Cllrs Warner and Simpson to approach Highhways
- Cllr Penny Simpson to approach the manager of the Coop
- Clerk to make payments
- Clerk to end contract with Talk Talk and move to PlusNet
- Clerk to reply to the cemetery management letter

**MPC Minutes 05.05.2020 Attachment no.2 – Open Spaces report**

**Moretonhampstead Parish Council  
Open Spaces Monthly Inspection Report**

**Inspection carried out by: Paul Dodd**

**Date: May 2020**

| <b>Area</b>                          | <b>Comments</b>   | <b>Actions</b>  |
|--------------------------------------|---|---|
| <b>The Sentry</b>                    | Grass cut recently and looks good.                        | 2 wooden seats rubbed down, undercoated and gloss painted.                                    |
| <b>Churchyard</b>                    | OK  | None  |
| <b>The Play Area</b>                 | Wendy house damaged.<br>2 seats need painting             | Wendy house made safe and new part on order.1 seat painted green and one varnished dark brown |
| <b>The Henge</b>                     | Looks good  | None.   |
| <b>The Pound</b>                     | Looks good  | None.   |
| <b>Cross Tree</b>                    | Looks good  | None  |
| <b>Geneva Island/War Memorial</b>    | Geneva island needs attention.<br>War memorial looks good | Geneva island. Bush to be cut and flower beds to be weeded                                    |
| <b>Wheelwright's wheel</b>           | OK  | None  |
| <b>Allotment</b>                     | Not inspected   | None  |
| <b>Seats/benches/<br/>Lamp posts</b> | Seats as shown above.                                     | As shown  |
| <b>Gates and Railings</b>            | Ok  | None  |
| <b>Bus Shelter</b>                   | Looking good  | None  |
| <b>Recycling</b>                     | Ok  | None  |

**MPC Minutes 05.05.2020 Attachment no.2 – Coronavirus report**

The Council worked with Wellmoor and Morecare to establish the care line and volunteer database. The Council produced postcards and a leaflet detailing the business and organisation changes/closures. The Council closed the playpark as per Govt. guidance.

Wellmoor Care line update

Between 1st May and 27th May 2020, Wellmoor have recorded a further 60 instances of help having been given. There have been 5 new households (4 in Moreton and 1 in South Zeal) and the

breakdown is 2 x single men, 2 x couples and 1 x a family. A further 5 of the volunteers have been involved this month.

As an aside to Care Line, the Hardship Fund has been established with money from the Lucy Wills Trust and a donation from a local resident. There have been 3 grants of £75 and one of £50 made so far to local people. We are now more actively advertising the fund through a poster outside of the Co-op and on Facebook.

Also, Wellmoor have arranged with Teignbridge CVS and HITS Foodbank for 2 elderly gentlemen to receive free hot meals on Sundays (and I think it seems to be, also on Wednesdays). This is not recorded in the Care Line help record.

We have just set up a Chagford Care Line, but have not had any response from that yet.

Coppelia update

Louise Arnold, Managing Director of Coppelia House, said:

“I can confirm that we did have staff and residents with the virus at Coppelia House. Very sadly, some residents have died and our condolences are with their families and friends.

We have been and still are working closely with Public Health England and Devon County Council in responding to the virus, and keeping residents’ families informed.

Residents and staff have been tested, and we are continuing to follow all cleansing, self-shielding and self-isolating advice for those with symptoms. Staff are also wearing the recommended Personal Protective Equipment when carrying out their roles.

I would like to say thank you to all our staff, who are continuing to do an amazing job in caring for people in these exceptionally challenging times.”

Coronavirus reported cases update

| Information correct at 26/05/20             | Rates per 100,000 resident population |
|---|---------------------------------------|
| Total number of cases in Teignbridge – 147  | Rate – 110.7                          |
| Total number of cases in Torbay – 221       | Rate – 162.8                          |
| Total number of cases in Mid Devon – 94     | Rate – 115.1                          |
| Total number of cases in Devon – 810        | Rate – 101.9                          |
| Total number of cases in South West – 7,553 | Rate – 134.9                          |
| Total number of cases in England – 150,294  | Rate – 268.5                          |

Teignbridge Response

Teignbridge have launched a hotline service to help people who are feeling isolated, or who need help, support or other advice to get them through the COVID-19 lockdown period.

They can speak to someone who will offer advice or put them in touch with someone who can help.

Hotline: 01626 215512 or email us at: coronavirus.support@teignbridge.gov.uk.

Monday to Friday, 9am - 5pm. (excluding Bank Holidays).

COVID-19 Hardship Fund

In association with Devon County Council, Teignbridge have launched a Local Hardship Fund to support those whose financial situation has been affected by the current pandemic and are now out of cash for basic essentials for their household.

The COVID-19 Hardship Fund can provide financial assistance to help with basic necessities, household essentials, essential travel costs, utilities and other discretionary expenditure as a result of COVID19. Applications are assessed on an individual basis. If your application is successful – payments will be arranged on your behalf and are not awarded in cash. The maximum award is £200.

### MPC Minutes 05.05.2020 Attachment no.3 – Schedule of Payments May 2020

| MANDATORY PAYMENTS FOR May 2020 (pre - approved March meeting)           | AMOUNT (inc VAT) | PAYMENT METHOD  |
|--|------------------|-----------------|
| MDT (office rent) - paid 01/06/2019                                      | £324.80          | Direct debit    |
| S PARKIN (Clerk's salary 1 May - 31 May 2020) – paid 29/05/2020          | £929.99          | Online Transfer |
| PENINSULA PENSIONS (employer's and employee's contribution ) –paid 29/05 | £270.15          | Online Transfer |
| HMRC (PAYE and NI - next quarterly payment June 2020)                    |                  |                 |
| TALK TALK (telephone and internet) – paid                                | £31.85           | Direct Debit    |
|  |                  |                 |
| <b>OTHER PAYMENTS AUTHORISED 2 June 2020</b>                             |                  |                 |
| Broxap dog bin   | £338.40          | Online Transfer |
| De Ville – Annual website and email hosting charge                       | £192.00          | Online Transfer |

|  |                  |                 |
|--|------------------|-----------------|
| S Parkin Expenses – Printing & postage, Zoom subscription and Norton Antivirus renewal | £107.08          | Online Transfer |
| R Austin – 1 x Churchyard cut & 2 x Pound and Henge cut                                | £490.00          | Online Transfer |
| T Sutcliffe – 2 x Sentry cut   | £348.00          | Online Transfer |
| SLCC – End of year Finance Webinar   | £36.00           | Online Transfer |
| <b>TOTAL</b>   | <b>£3,068.27</b> | Online Transfer |

**MPC Minutes 05.05.2020 Attachment no.5 – Post Office Working Group report**

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