



## MINUTES

**Committee:** Parish Council  
**Date:** Tuesday, 07 July 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 John Farrand-Rogers  
Cllr Mike Jeffery  
Cllr Penny Simpson  
Cllr Anna Adnitt

### Also Present

Samantha Parkin (Clerk)

### PUBLIC PARTICIPATION

3 members of the public were present.

Andrea Foxwell attended to support the positioning of the bee hive in St Andrew's Churchyard. The Council discussed this later in the meeting.

Jan Evans and Julian Edwards were in attendance in the hope of filling the 2 casual vacancies.

### 101/2020 CO-OPTING TWO COUNCILLORS

TDC had given permission for the Council to co-opt to the casual vacancy's created by Nicky Cardew and Bas Payne's resignations. The Council had received two formal applications; Jan Evans and Julian Edwards.

Cllr Mike Jeffery proposed the Council accept their applications and **co-opt** them both onto the Council. Seconded by Cllr Mike Warner and **resolved**. The Chairman congratulated them both and as all formal paperwork had been completed prior to the meeting they were welcomed to the meeting.

### 102/2020 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Paul Dodd. The Chairman noted that Cllr Dodd does not feel comfortable with the virtual meetings however he sends in the open spaces report monthly and is very generous with his time.

### **103/2020 DECLARATIONS OF INTERESTS / REQUESTS FOR DISPENSATIONS**

No declarations of interest or requests for dispensation were received.

### **104/2020 INTERNAL AUDIT REPORT**

*Standing Orders were suspended.*

Mrs Siân Colridge presented the Internal Audit Report for the financial year ended 31 March 2020. Mrs Colridge noted the Clerk had prepared the accounts with help from the locum Clerk, Sarah Jenkins. She also noted the change in accounting basis. Mrs Colridge is happy to sign the Annual Internal Audit Report 2019/20.

The Chairman thanked Mrs Colridge for attending the meeting.

*Mrs Colridge left the meeting at 7.11pm.*

### **105/2020 ANNUAL GOVERNANCE STATEMENT**

A copy of the Annual Governance Statement had been circulated prior to the meeting.

Cllr John Farrand-Rogers proposed that the Annual Governance Statement for the financial year 1 April 2019 – 31 March 2020 be **approved**. Seconded by Cllr Rose Mogeni and **resolved**.

### **106/2020 ACCOUNTING STATEMENTS**

A copy of the Accounting Statements had been circulated prior to the meeting.

Cllr John Farrand-Rogers proposed that the Accounting Statements for the financial year 1 April 2019 – 31 March 2020 be **approved**. Seconded by Cllr Malcolm Chudley and **resolved**.

### **110/2020 PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS**

Cllr John Farrand-Rogers proposed that the dates for the period for the exercise of public rights be **set** as Monday 13 July to Friday 21 August 2020. Seconded by Cllr Anna Adnitt and **resolved**.

The Chairman noted that the public will have to request to see the accounts via Zoom due to the current social distancing restrictions.

### **111/2020 MINUTES**

Cllr Mike Jeffery proposed that the minutes of the meeting held on 2<sup>nd</sup> June 2020 be **approved** and signed as a correct record. Seconded by Cllr Penny Simpson and **resolved**. 2 abstentions.

### **112/2020 VIRTUAL MEETINGS PROTOCOL**

Cllr John Farrand-Rogers proposed the Virtual Meetings Protocol be **approved**. Seconded by Cllr Penny Simpson and **resolved**.

### **113/2020 COUNTY COUNCILLOR'S REPORT**

County Councillor Brook submitted a written report prior to the meeting. It is attached at appendix 1 on page 5.

### **114/2020 MATTERS ARISING**

It was noted the Council are now the legal owners of the Ford Street phone box. The Council need to consider what they want to do with the phone box.

It was noted the Clerk had changed phone and broadband providers from Talk Talk to Plusnet.

### **115/2020 CHAIRMANS DISCRETION**

The Chairman noted the Finance and Policy Committee need a Chairman after Cllr Nicky Cardew's resignation. The Chairman proposed Cllr Jan Evans as **Chairman** of the Committee. Seconded by Cllr Julian Edwards and **resolved**. One abstention.

Cllr John Farrand-Rogers volunteered to fill the vacant position of internal financial regulator.

### **116/2020 OPEN SPACES REPORT**

The Open Spaces monthly report was circulated prior to the meeting. It is attached at appendix 2 on page 5. The Chairman thanked Cllr Dodd for his monthly reports. It was noted Geneva Island needed tidying up, the Council were happy to use granite chippings in the earth areas. Cllr Keep offered to collect the chippings from Bradfords. Cllr Keep also offered to take over the bramble cutting from Cllr Dodd.

### **117/2020 ST ANDREWS CHURCHYARD BEEHIVE**

The Council discussed the positioning of the beehive in the Churchyard. Cllr Penny Simpson had approached the tenant of the Unitarian Church to see if it would be possible to place the bee hive there instead. Cllr Penny Simpson suggested the Council postpone their response until the Unitarian Church has replied.

### **118/2020 CLIMATE CHANGE GROUP REPORT**

The Climate Change Group report was circulated prior to the meeting. It is attached at appendix 3 on page 6.

Cllr Malcolm Chudley proposed the Working groups name be **changed** to Climate Change & Ecological Emergency Working Group (CCEEWG) as suggested in the report. Seconded by Cllr Mike Jeffery and **resolved**.

### **119/2020 PEDESTRIAN SCHEME WORKING GROUP**

Cllr Mike Warner's report was circulated prior to the meeting. A working group was formed consisting of Cllr Penny Simpson, Cllr Julian Edwards, Cllr Malcolm Chudley and Cllr Mike Warner. The working group will look into the scheme. Cllr John Farrand-Rogers concerned about the practical issue of parking.

### **120/2020 WEBSITE NAME**

Cllr Mike Warner proposed the **new website name** should be [www.moretonhampstead.gov.uk](http://www.moretonhampstead.gov.uk). Seconded by Cllr Julian Edwards and **carried** with a vote of 6:4.

### **121/2020 PLANNING APPLICATIONS**

#### **20/0030 Proposed Tree Works, 44 Ford Street**

It was proposed by Cllr Mike Jeffery, seconded by Cllr John Farrand-Rogers and **resolved to submit no comment** on the application.

The Chairman noted the Planning Committee was still without a Chairman. Cllr Mike Warner proposed Cllr Mike Jeffery is appointed as Chairman of the Planning Committee. Seconded by Cllr and resolved.

### **122/2020 SCHEDULE OF PAYMENTS**

The Council considered its monthly schedule of payments. It was proposed by Cllr Malcolm Chudley, seconded by Cllr Mike Jeffery and **resolved** to approve the schedule of payments at appendix 4 on page 8.

### **123/2020 CORRESPONDENCE**

Correspondence was received and circulated prior to the meeting from the open spaces contractors concerned about the increase of dog fouling incidents. The Clerk had previously suggested a competition for children aged 0-16 years to design a poster encouraging dog owners to pick up after their dog. Cllr Jan Evans proposed to **support** the competition. Seconded by Cllr Mike Jeffery and **resolved**.

Correspondence was received from DALC regarding the draft model code of conduct inviting the Council to comment. Cllr John Farrand-Rogers will comment on the draft model.

### **124/2020 REOPENING OF PLAYPARK**

The Council are concerned about reopening the playpark. Cllr Malcolm Chudley proposed the Council **do not** consider reopening the playpark until the 1<sup>st</sup> of August. Seconded by Cllr Jan Evans and **resolved**. 2 Cllrs against.

### **125/2020 DELEGATE POWERS FOR THE AUGUST BREAK**

It was proposed by Cllr John Farrand-Rogers, seconded by Cllr Malcolm Chudley and **resolved** to **delegate** powers to the Chairman, Vice Chairman and the Clerk for the August break.

### **126/2020 COUNCILLORS WITH PARTICULAR RESPONSIBILITIES REPORTS**

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

Cllr Warner's report is attached at appendix 5 on page 8.

*The Chairman thanked Cllrs Evans and Edwards for joining the Council.*

The Chairman closed the meeting at 20.09pm.

### **TO DO ACTIONS**

- Clerk to notify TDC of the two new Councillors
- Clerk to collect Internal report and send AGAR to PKF Littlejohn
- Clerk to advertise the dates for the exercise of public rights (13<sup>th</sup> July to 21<sup>st</sup> August)
- Cllr Keep to liaise with Cllr Dodd regarding the granite chippings at Geneva Island and the bramble cutting
- Clerk to proceed with the website name
- Clerk to make payments
- Clerk to advertise dog fouling competition
- Cllr Farrand-Rogers to comment on the DALC model Code of Conduct
- Clerk to notify the public the playpark will remain closed for the time being

## **MPC Minutes 07.07.2020 Attachment no.1 – County Councillor Report**

### Overall View

Throughout the past three months since the beginning of the lock down, all but essential staff required on a site location, have been operating from home. This situation will continue for the foreseeable future. Undoubtedly the system has worked well and possibly will become more permanent for some staff as we go forward.

There has been a redeployment of some staff to assist preparations and reorganisation as a result of the pandemic. As more information became available from central government so a more localised plan was implemented.

Currently DCC are one of four pilot authorities tasked with developing a Local Outbreak management plan 'LOMP'. I believe as the movement restrictions are eased there may well be a need for the plan. However, I also believe we have been extraordinarily fortunate in the southwest and particularly in Devon with the extremely low numbers of infection.

The committee and scrutiny structure have finally reconvened where possible using Teams to connect to all parties concerned, with the meetings being made available to the public as before via the internet.

However, committees like the management development committee and Hatoc's have not convened essentially due to insufficient business.

I do see a future where more committee meetings are convened using this system. It will save a considerable amount of travelling and cost but more importantly be of benefit to the environment.

County Council staff throughout need to be congratulated for their versatility throughout this period and particularly the frontline staff working the care system.

### In Brief

Highways have difficulties organising teams to work on the highway network. Ensuring staff in these situations can maintain a safe working distance from each other has been a challenge. However, that will change as restrictions are eased. Where possible work has been continued.

Libraries are preparing to reopen. Chudleigh being one of four that is piloting the new working system, planning to open on the 6th July. Newton Abbot anticipates opening on the 27th July.

Central Government has made available additional moneys to assist with extra costs experienced by care homes. To date 301 homes have received their share of the £2.6m infection control fund.

There is a real concern how we are going to get all school pupils back to school safely. James McInnes has written to the secretary of state for education requesting explicit instructions on how we achieve this.

To finish there is obviously concern for the future council finances. All councils including parish councils throughout the county will be under financial pressure as we move forward. Exactly how central government will assist in this is yet unknown.

Thank you  
Jerry

## **MPC Minutes 07.07.2020 Attachment no.2 – Open Spaces Report**

**Inspection carried out by: Paul Dodd**

**Date: July 2020**

<b>Area</b>	<b>Comments</b>	<b>Action</b>
<b>The Sentry</b>	Grass cut recently and looks good.	New dog bin awaiting a new fixing platform as they sent the wrong one.
<b>Churchyard</b>	OK	None
<b>The Play Area</b>	Wendy house one climbing roof needs replacing	On order
<b>The Henge</b>	Looks good but reports of dog fouling	New signs being considered
<b>The Pound</b>	Looks good but report of dog fouling	New signs being considered
<b>Cross Tree</b>	Looks good	None
<b>Geneva Island/War Memorial</b>	Geneva island needs attention. War memorial looks good	Geneva island bush has been trimmed and soil area weeded and raked
<b>Wheelwright's wheel</b>	Ok	None
<b>Allotment</b>	Not inspected	None
<b>Seats/benches/ Lamp posts</b>	Ok	None
<b>Gates and Railings</b>	Ok	None
<b>Bus Shelter</b>	Looking good.	None
<b>Recycling</b>	OK	None

For the past 10 years or so I have undertaken 2 items as shown below that I feel I can no longer undertake due to age and wonder if any other councillor would like to volunteer to do them or it will need to go to contractors.

Item 1 - During the early part of August before Carnival cut back all the brambles and other growth from the wall in Station Road between the car park and the Moorings as the foot way is considerably reduced.

Item 2. Geneva Island - In the spring and late summer cut the bush into shape. Weed the soil area and dig it over. The lucky volunteer will get the use of the Bosch cordless hedge cutter owned by the Parish council.

Paul Dodd. Chair open spaces.

### **MPC Minutes 07.07.2020 Attachment no.3 – Climate Change Group Report**

Cllr Vivienne Hodges/Cllr Penny Simpson/ Cllr Anna Adnitt - had a zoom meeting on 12/06/2020

## **1. Loghive**

Andrea Foxwell's email of 29/05/2020 was circulated to all PC members. Thank you for your comments. Cllr Hodges spoke to Andrea Foxwell to discuss concerns raised regarding the siting and management of the log hive. Alternative sites were discussed. Cllr Hodges has approached Yuli Somme about having the log hive in the Cemetery at the Unitarian Chapel which we visited as part of the Open Spaces walk around with the Bioblitz Team. Yuli would be very happy to have the log hive in the Cemetery and is checking that this would be permitted.

## **2. Street Lighting**

The Parish Council received 4 contacts relating to the ecological and human impact of new street lights in Kinsmans Dale, as well as to the brightness of those on Queen's Road and Pound street. The CCEWG agreed it was an issue worthy of pursuing.

Cllr Adnitt contacted Jerry Brooks to ensure it was a highways issue and to find out if those who contacted the PC could register their concerns on the County Council online reporting system.

One of the contacts (Cat Large) has had a reply from Jerry Brooks as she emailed him directly but we have not yet seen the reply.

## **3. Wildflowers programme**

Cllr Adnitt had noticed the Burnett Moths are back at Chagford Cross again this year (3<sup>rd</sup> year) and requested that the verge from roundabout to first gate not be cut when last due recently to ensure no caterpillars were strimmed as the flowers are flourishing and have spread to the side of the pavement, putting them in the 'danger zone'! Cllr Adnitt took some pictures and they were posted on the FB Hub by Sam to show the community we are taking notice ...

The PC received a thank you from Bundy Riley of the Biodiversity Group and we have all noted that the contractor seems to be trimming more sympathetically. Clerk asked to forward this to Tim Sutcliffe.

The next cut will be a total one at the end of the season but the CCEWG noted that there would be a need to collect the cuttings to provide best conditions for the wildflowers next year. To this end, we discussed asking the Bioblitz/Biodiversity team if they would be willing to do this as they have in the churchyard, and compost the material. Cllr Adnitt has contacted Richard Foxwell to ask if the Wellmoor allotment would be able to accommodate such clippings and has asked him to liaise with Mrs Foxwell who is on the Biodiversity Team!

Cllr Simpson reported having visited 2 Churchyards recently which are trying to manage their sites to encourage biodiversity and will provide photos to show these examples (Buckland in the Moor/Woodbury) and maybe we can identify some things we can apply here.

## **6. Green tip of the month**

Cllr Simpson to revive this on the subject of reducing food waste, with Michael Edwards providing artwork to appear online/ around town/ NIM when restarted.

## **7. Expansion of Working Group title**

The CCEWG discussed the need to expand their title to include 'ecological' in response to the fact that most recent issues fall more into this category than global climate one.

We hope you will agree to the proposal to expand our title to Climate Change & Ecological Emergency Working Group (CCEEWG) to reflect our interest in both.

### **8. Letter from Graham Wilson**

Graham Wilson emailed PC to outline a tree planting scheme he is planning (see email to all, 19/06/2020). We propose to write to him supporting his plan which we shall follow with interest.

### **MPC Minutes 07.07.2020 Attachment no.4 – Schedule of Payments July 2020**

<b>MANDATORY PAYMENTS FOR June 2020 (pre - approved March meeting)</b>	<b>AMOUNT (inc VAT)</b>	<b>PAYMENT METHOD</b>
MDT (office rent) - paid 01/07/2019	£324.80	Direct debit
S PARKIN (Clerk's salary 1 June - 30 June 2020) – paid 30/06/2020	£929.99	Online Transfer
PENINSULA PENSIONS (employer's and employee's contribution ) –paid 30/06	£270.15	Online Transfer
HMRC (PAYE and NI - next quarterly payment June 2020) – paid 30/06	£193.56	Online Transfer
TALK TALK (telephone and internet) – paid	£31.94	Direct Debit
Plusnet (telephone and internet - paid	£9.00	Direct Debit
<b>OTHER PAYMENTS AUTHORISED 7 July 2020</b>		
MDT - Photocopying	£15.00	Online Transfer
MDT – Electricity Charges	£27.27	Online Transfer
Mary Jones – Watering can	£5.00	Online Transfer
Teign Valley Nursery – Summer Basket refills	£288.60	Online Transfer
MDT – Rent shortfall	£159.25	Online Transfer
S Parkin Expenses – Printing, Zoom subscription, Plusnet initial payment and hand sanitiser	£42.73	Online Transfer
R Austin – 1 x Churchyard cut & 2 x Pound and Henge cut	£975.00	Online Transfer
T Sutcliffe – 2 x Sentry cut, 1 x Road verges cut	£600.00	Online Transfer
Old Mill – Payroll services for 2019/20	£414.00	Online Transfer
Proludic – Replacement playhouse roof and fittings	£422.52	Online Transfer
<b>TOTAL</b>	<b>£4708.81</b>	Online Transfer

### **MPC Minutes 07.07.2020 Attachment no.5 – Post Office Working Group report**

No further progress or reports from PO team regarding an outreach service, largely due to lockdown disruption.

I was asked to get involved with the Moreton Information Centre's initiative to purchase the former Post Office and to relocate the MIC there and incorporate elements of a Post Office service within. I shared with them the details of the work that we had undertaken, with all contacts and issues as we saw them for which they were grateful.

They raised the funding necessary to purchase the freehold at its asking price of £52,500, but the owners/agents then withdrew the property from the market and increased the price to £60,000. This was an extremely unhelpful response as it has stymied any progress on either the MIC move or the resurrection of a PO service.

At present there is a stalemate, as once a party has proved to be unreliable in a transaction, there is no guarantee that this behaviour will not be repeated.

Mike Warner  
22 June 2020



