



# MINUTES

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**Committee:** Parish Council  
**Date:** Tuesday, 06 April 2021  
**Time:** 7:00pm  
**Venue:** Virtual meeting via Zoom

## Present

Cllr Vivienne Hodges (Chair)  
Cllr Malcolm Chudley  
Cllr Gordy Keep  
Cllr Mike Warner  
Cllr Mike Jeffery  
Cllr Penny Simpson  
Cllr Anna Adnitt  
Cllr Jan Evans  
Cllr Julian Edwards  
Cllr Rose Mogeni  
Cllr Farrand-Rogers

## Also Present

Samantha Parkin (Clerk)  
Cllr Jerry Brook, Devon County Council

## PUBLIC PARTICIPATION

There was one member of the public present. He attended to find out more about restoring the Post Office provision in the Town. He had also attended the Annual Parish meeting to find out information but found the information provided was historic. Unfortunately, due to the nature of the virtual meetings there was no time to ask questions at the Annual Parish meeting. The member of the public wished to see regular updates to the community on the Post Office provision. Cllr Hodges thanked him for his comments and welcomed his enthusiasm to restore the provision in the Town.

Cllr Warner provided an update to the Council on the Post Office situation. A meeting has been held with the current owner who does not wish to sell the freehold. He has received an offer for the building which represents approximately a 50% uplift on the purchase price. The owner is happy to rent the building but the local Estate Agent thinks the initial asking rent is too high. The consortia who had hoped to run a Post Office facility alongside their current business (relocated to the PO building) would not find it viable at these numbers. Further discussions are taking place. Cllr Warner has been following the Post Office court case and current thoughts are that should the case of malicious

prosecution go against the Post Office, the numbers involved makes the Post Office insolvent, which is likely to hold back potential applicants from taking over a Post Office contract.

*The member of the public left the meeting at 19.08pm.*

#### **47/2021 APOLOGIES FOR ABSENCE**

Cllr Dodd was unable to access the meeting and emailed the Chairman and Clerk to apologise.

#### **48/2021 DECLARATIONS OF INTERESTS / REQUESTS FOR DISPENSATIONS**

No declarations of interest or requests for dispensation were received.

#### **49/2021 MINUTES**

It was proposed by Cllr Jeffery, seconded by Cllr Evans and **resolved** to accept and sign the minutes of the meeting held on 2<sup>nd</sup> March 2021 as a correct record. One abstention.

#### **50/2021 MATTERS ARISING**

It was noted the Clerk has purchased a book of condolence.

It was noted the Council had written a letter to Rt Hon. Mel Stride MP regarding the return to face to face meetings and received a reply.

It was noted the Clerk has received the Council's business bank card.

It was noted the Council has entered 'Devon's best Churchyard' competition.

#### **51/2021 CHAIRMANS DISCRETION**

The Chairman and the Clerk wished to bring forward the Finance and Policy committee meeting to April 20<sup>th</sup> to enable the committee to meet virtually before the Council are obliged to return to face to face meetings. The Clerk is working on updating the Financial Regulations which will be considered at the committee meeting.

The Chairman had received an email from Wellmoor who are willing to undertake an accessibility study in the Parish. This will be considered at a meeting in the future.

#### **52/2021 DISTRICT COUNCILLOR'S REPORT**

Cllr Jeffery advised there had been no meetings so there is nothing to report.

#### **53/2021 OPEN SPACES REPORT**

The Open Spaces monthly report was circulated prior to the meeting. The report was noted and is attached at appendix 1 on page 23.

#### **54/2021 CLIMATE CHANGE & ECOLOGICAL WORKING GROUP REPORT**

Cllr Adnitt had received a letter from the Biodiversity group who were concerned about the land management at an area around Cranbrook Castle and possible damage there. The group have notified the relevant authorities and will keep the Council informed. The group also noticed dogs are not being kept on leads in the Cranbrook area and also on Pepperdon and Mardon. They have asked if the Council can consider putting up signs informing dog owners to keep dogs on leads during the bird nesting season which runs from March until August. The group are also concerned about dog fouling in the area as there is a risk to wild flowers. Cllr Hodges suggested the CCEWG contact Dartmoor National Park to enquire about any advice that may be available to the Council.

Cllr Adnitt reported there will be a meeting with MDT on the 14<sup>th</sup> April. Cllr Adnitt noted this month's Green Tip of the Month is to Invite Wildlife into your Garden.

## 55/2021 INTERNAL FINANCIAL REGULATOR REPORT

Cllr John Farrand-Rogers hadn't been able to check the accounts due to national Government restrictions.

## 56/2021 SCHEDULE OF PAYMENTS

The Council considered its monthly schedule of payments. It was proposed by Cllr Jeffery, seconded by Cllr Chudley and **resolved to approve** the schedule of payments at appendix 2 on page 23.

## 57/2021 CORRESPONDENCE

It was noted a reply to the Council's letter was received and circulated prior to the meeting from Rt Hon. Mel Stride MP.

It was noted correspondence had been received and circulated prior to the meeting from Devon County Council regarding Traffic regulation & On-Street Parking Places Amendment Order.

Correspondence was received and circulated prior to the meeting from Action on Climate in Teignbridge regarding supporting the employment of a Town and Parish Coordinator. It was proposed by Cllr Farrand-Rogers, seconded by Cllr Jeffery and **resolved to reply** that the Council do not fund ongoing expenses and so will not support the employment of a Town and Parish Coordinator.

*Cllr Rose Mogeni left the meeting at 19.30pm.*

Correspondence was received and circulated prior to the meeting from the Allotment Committee requesting a new gate post for the main gate. It was agreed that as the Landlord of the Allotment the Council have a responsibility to provide satisfactory security and will arrange a new gate post for the Allotment.

Correspondence was received and circulated prior to the meeting from DALC regarding the return to face to face meetings. Cllr Hodges informed the Council that she and the Clerk had attended a meeting with DALC who had explained that they and the National Associations for Local Councils have made representations to the Government. Cllr Hodges informed the Council that meetings held after the 7<sup>th</sup> May will have to be face to face. However, the public can attend virtually. The Clerk had suggested the meeting room at Greenhill to enable Cllrs to socially distance and recording facilities are available.

Cllr Farrand-Rogers noted that Councillors are not obliged to attend the meetings and can send apologies. The Clerk pointed out that Cllrs will need to give a reason for absence to enable the Council to approve the absence and avoid Cllrs being disqualified due to the six month rule.

Correspondence was received and circulated prior to the meeting from Hilary Mathieu requesting the Council exert pressure on DCC to include a 10 year package of post planting care in the contracts for tree planting. Cllr Edwards suggested an alternative would be to use biodegradable tree guards.

## 58/2021 COUNTY COUNCILLOR'S REPORT

*Cllr Brook joined the meeting at 19.39pm.*

Cllr Brook noted the actions taken by Devon County Council regarding Covid are proceeding and he thinks it is a really good news story for everyone the way things are progressing.

Cllr Brook has received communication from the Highways Team who are proceeding with a lot of road repairs. The progress is being aided by the volume of traffic being lower than usual for this time of year. Cllr Brooks has reported lots of potholes to the team and would appreciate the Council informing him of any potholes. Cllr Jeffery reported a large pothole at Folly Corner on the B3212.

Cllr Brook informed the Council that DCC are in the process of building two new SEN Schools in Devon.

The Chairman thanked Cllr Brook for attending the meeting and Cllr Brook left the meeting.

### 59/2021 COMMITTEE MINUTES

The draft minutes of the meeting of the Finance and Policy committee held on 16<sup>th</sup> March 2021 were received and noted.

Cllr Evans summarised the recommendations.

It was proposed by Cllr Hodges, seconded by Cllr Farrand-Rogers and **resolved to agree** to pay for the repairs of the phone box to bring it up to a good standard and the Council will receive the £750 in grants from Wellmoor that they have received for the project in accordance with F&P minute 10/2021.

Cllr Farrand-Rogers proposed the money to be spent on the phone box should be considered to be part of the open spaces budget and not a discretionary grant. The motion was not seconded and so fails.

Cllr Farrand Rogers proposed an amendment to the recommendation below to remove the reference to the Skate and Ride. The motion was not seconded and so fails.

It was proposed by Cllr Edwards, seconded by Cllr Warner and **resolved to pay** the following grants in accordance with F&P minute 11/2021:

- Community Swimming Pool - £250.00
- South West Ambulance Charity - £59.00
- Greenhill Arts - £350.00
- Wellmoor - £530.00
- Skate and Ride - £250.00
- Total Awarded - £1,439.00

There was one abstention.

It was proposed by Cllr Hodges, seconded by Cllr Farrand-Rogers and **resolved to increase** the general reserves to £16,500 in accordance with F&P minute 12/2021.

It was proposed by Cllr Hodges, seconded by Cllr Farrand-Rogers and **resolved to keep** £20,000 earmarked for the Pedestrian scheme and also a car parking review in accordance with F&P minute 12/2021.

It was proposed by Cllr Hodges, seconded by Cllr Farrand-Rogers and **resolved to give** the Community Swimming Pool £7,500 of the Teignbridge Council business support grant to support the pool to reopen in accordance with F&P minute 12/2021.

### 60/2021 DEVON CLIMATE DECLARATION

Cllr Hodges explained the declaration is an aspiration and doesn't commit the Council to doing anything other than trying to do the list of things set out in the declaration. It was proposed by Cllr Adnitt, seconded by Cllr Simpson and **resolved** that the Council sign the declaration.

### 61/2021 COUNCIL CONNECT

The Council Connect brochure from Breakthrough Communications had been circulated prior to the meeting. The Clerk explained that the concept is a good idea particularly for larger Councils but in her view it wouldn't be necessary for the Council.

It was proposed by Cllr Adnitt, seconded by Cllr Evans and **resolved** to not join Council Connect.

The Chairman closed the meeting at 8.22pm.

#### TO DO ACTIONS

- Move the Finance and Policy committee meeting forward to the 20<sup>th</sup> April
- CCEWG to contact DNPA to ask about any advice that may be available to the Council regarding bird nesting
- Clerk to make approved payments
- Clerk to reply to the correspondence received from Action on Climate in Teignbridge
- Clerk to arrange for a new gate post to be fitted at the Allotment
- Clerk to arrange with Wellmoor for the repairs to the Phone box
- Clerk to add the grant payments to May's payment list
- Clerk to increase the general reserves
- Clerk to earmark £20,000 for the pedestrian scheme
- Clerk to add the community swimming pools £7,500 payment to the May payment list
- Council to sign the Devon Climate Declaration
- Clerk to inform Breakthrough communications the Council does not wish to join Council Connect

**MPC Minutes 02.03.2021 Attachment no.1 – Open Spaces Report**

Area	Comments	Action
The Sentry	All looking good.	None.
Churchyard	Looks good.	None.
The Play Area	Checked most days.	One new bolt cap fitted to climbing frame.
The Henge	Looks good.	None.
The Pound	Looks good.	None.
Cross Tree	OK	None
Geneva Island/War Memorial	Union flag to be replaced and weight to be repaired.	Awaits.
Wheelwright's wheel	Ok	None
Allotment	Not inspected	None
Seats/benches/Lamp posts	A youth has been climbing on the equipment and lighting candles on the low tables.	There was candle wax about 4"high at one point. I gave him words of advice and removed the wax.
Gates and Railings	Ok	None
Bus Shelter	Ok	None
Recycling	OK	None

**MPC Minutes 06.04.2021 Attachment no.2 – Schedule of Payments March 2021**

	AMOUNT (inc VAT)	PAYMENT METHOD
<b>MANDATORY PAYMENTS FOR March 2021</b>		
MDT (office rent) - paid 01/04/2021	£331.57	Direct debit
S PARKIN (Clerk's salary 1 March - 31 March 2021) – paid 31/03/2021	£953.04	Online Transfer
PENINSULA PENSIONS (employer's and employee's contribution ) –paid 31/03	£277.68	Online Transfer
HMRC (PAYE and NI) – paid 31/03	£344.28	Online Transfer
PlusNet (telephone and internet – paid 29/03)	£22.74	Direct Debit
<b>OTHER PAYMENTS AUTHORISED 6 April 2021</b>		
S Parkin Expenses – Zoom subscription, WordPress, condolence book, printing	£119.63	Online Transfer
Cllr Dodd expenses – Paint, graffiti remover, white spirit, detail sheet	£49.70	Online Transfer
R Austin – Churchyard cut and Interment	£840.00	Online Transfer
<b>ONLINE BANK CARD PAYMENTS FOR MARCH 2021</b>		
247Blinds – Velux blinds for Office – paid 22/03	£144.59	Bank Card
<b>TOTAL</b>	<b>£3,083.23</b>	