

DREWSTEIGNTON PARISH COUNCIL

Minutes of the Annual General Meeting and the Ordinary Meeting held on Monday 20th May 2019 at Whiddon Down Village Hall

Present:	Cllrs Brennan, Imrie, James, Redman, Ridgers and Rowe. Former Chairman Bill Savage
In Attendance	Parish Clerk and three members of the public

Item (a)	Discussion and Decisions (b)																				
054/19	<p>ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON</p> <p>Former Chairman Bill Savage presided over the election. He asked for nominations for the position of Chairman and Cllr Imrie nominated Cllr James and Cllr Ridgers seconded this, a show of hands carried this decision unanimously and Cllr James was elected as Chairwoman of Drewsteignton Parish Council. Mr Savage then congratulated Cllr James and handed over the Chain of Office, and left the meeting. Cllr James asked for proposals for a Vice Chairman, Cllr Ridgers proposed Cllr Brennan and Cllr Imrie seconded this, again carried unanimously by show of hands and Cllr Brennan accepted and was elected Vice Chairman.</p>																				
055/19	<p>CO-OPTION OF COUNCILLORS</p> <p>Mr Barrie Wood was invited to speak by Cllr James, he outlined how he felt he could help and what he had done in the past. Cllrs then had some questions which Mr Wood answered, Cllr Brennan proposed Mr Wood as a councillor of the Parish Council and Cllr Rowe seconded, carried by unanimous show of hands, Mr Wood accepted and was elected to the Council. He then signed the Declaration of Acceptance of Office and Dispensation Request and the Clerk counter signed the Declaration of Acceptance. Cllr Wood then took his place with the Cllrs and was welcomed to the Parish Council</p>																				
056/19	<p>DECLARATIONS OF ACCEPTANCE OF OFFICE FORMS AND DISPENSATION REQUEST FORMS TO BE SIGNED.</p> <p>These forms were signed by all Cllrs and the Clerk then counter signed the Declarations of Acceptance.</p>																				
057/19	<p>APPOINTMENT OF REPRESENTATIVES TO VARIOUS LOCAL ORGANISATIONS</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Whiddon Down Village Hall</td> <td>Cllr Ian Rowe</td> </tr> <tr> <td>Playing Field sub-committee</td> <td>Cllr Barrie Wood</td> </tr> <tr> <td>Drewsteignton car park</td> <td>Cllr John Redman</td> </tr> <tr> <td>Drewsteignton Village Hall</td> <td>Cllr Anna Imrie</td> </tr> <tr> <td>Dartmoor National Park Authority</td> <td>Cllr Ysanne James</td> </tr> <tr> <td>Eastern Links</td> <td>Cllr Anna Imrie</td> </tr> <tr> <td>Providence School</td> <td>Jennifer Mullins</td> </tr> <tr> <td>Snow Warden</td> <td>None appointed</td> </tr> <tr> <td>Facebook</td> <td>Cllr Ysanne James</td> </tr> <tr> <td>Parish Post</td> <td>Cllr Ysanne James</td> </tr> </table>	Whiddon Down Village Hall	Cllr Ian Rowe	Playing Field sub-committee	Cllr Barrie Wood	Drewsteignton car park	Cllr John Redman	Drewsteignton Village Hall	Cllr Anna Imrie	Dartmoor National Park Authority	Cllr Ysanne James	Eastern Links	Cllr Anna Imrie	Providence School	Jennifer Mullins	Snow Warden	None appointed	Facebook	Cllr Ysanne James	Parish Post	Cllr Ysanne James
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058/19	<p>WELCOME AND APOLOGIES</p> <p>Cllr James welcomed all to the meeting. There were no apologies.</p>																				
059/19	<p>CONFIRMATION OF MINUTES OF PREVIOUS MEETING</p> <p>Cllr Ridgers proposed and Cllr Brennan seconded that the minutes of the meeting be signed as a true and accurate record. Ordinary Council meeting dated 15th April 2019, signed by Cllr James .</p>																				
060/19	<p>DECLARATION OF INTERESTS</p> <p>None</p>																				
061/19	<p>PARISH MATTERS ARISING FROM PREVIOUS MINUTES</p> <p>Update on NT Castle Drogo traffic. Cllr Ridgers . The traffic over the Easter weekend seemed better than previous years with less motorhomes trying to access through the narrow lanes around Sandy Park. Cllr Ridgers will keep in touch with Castle Drogo on this matter.</p> <p>Completion of installation of village gates and possible signage on same. Cllr Rowe. The gates are now all in place. Former Cllr Graham Hester has requested quotations for signs for the gates. Cllr Brennan asked if we could use a</p>																				

	<p>message on the signs to slow drivers down. Action – to await quotation via Graham.</p> <p>Posts for Vehicle Activated Speed sign . Graham Hester is still awaiting costs, there are a few posts in situ which can be used, Graham is happy to still deal with the VAS sign and Cllrs were in agreement of this. Drewsteignton Parish Council will have the VAS December, January and February and June, July and August, with Sticklepath Parish Council having it the other six months.</p> <p>Traffic in Whiddon Down . Not addressed.</p>
062/19	<p>PARISH MATTERS</p> <p>Ballot for Parish Members for Dartmoor National Park Authority: Mid Devon/West Devon. All Cllrs. Cllr Wood was given time to read the paperwork regarding the vote. Cllrs decided on Gay Hill and Derek Webber, proposed by Cllr Brennan and seconded by Cllr Redman. Clerk to complete paperwork.</p> <p>Beating the bounds. Cllr Brennan would like to uphold this tradition, Cllr Woods proposed the setting up of a sub committee/working party to move this initiative forward and Cllr Ridgers seconded this. Clerk to bring parish map to next meeting and to liaise with Cllr Brennan. For next agenda .</p> <p>Welcome to Dartmoor walking project. Cllr James read out a letter regarding this walking initiative. Cllrs supported the project, Clerk to reply by email.</p> <p>Training for Councillors. The Clerk reminded all Cllrs that training dates through the Devon Association of Local Councils (DALC) had been emailed to them, and that now DALC had settled to new Headquarters at Cheriton Bishop. Cllr James to attend Chairmanship course, Cllrs Brennan and Redman to attend planning meeting.</p> <p>Drewsteignton Village Garden hedge cutting. Council instructed the Clerk to ask Ashley Whatman to continue with the garden maintenance and hedge cutting as directed by the Drewsteignton Gardening Club.</p>
063/19	<p>HIGHWAYS</p> <p>No items</p>
064/19	<p>PLANNING</p> <p>Decisions received</p> <p>0105/19 DNPA. Grant of conditional planning permission to install 10 metre landing light column at Drewsteignton Playing Field. Cllr Wood will attend the Playing Field AGM and inform them on the permission and its conditions.</p> <p>Applications</p> <p>None</p> <p>Other planning matters</p> <p>Dartmoor National Park Authority Local Plan Review. Noted by all Cllrs as received.</p>
065/19	<p>FINANCE</p> <p>Payments</p> <p>Mrs L Bruckner: Salary £423.37</p> <p>Parish Magazine Printers: April £74.00</p> <p>Mike Rowe: £80.00</p> <p>Community First: Insurance policy £386.64</p> <p>SWW: water at Playing Field £12.93</p> <p>Cheques signed by Cllrs Imrie and Ridgers.</p> <p>Receipts</p> <p>Drewsteignton honesty boxes, Car park: £61.07 WC: £5.07</p> <p>Other financial</p> <p>Financial Year End. The internal auditor Tony Thomas has completed the audit. A discrepancy of £4.88 in the Receipts for 2018/19 has been found and the year end bank reconciliation adjusted and re-typed accordingly. The Clerk explained this to the Cllrs and Cllr James signed the new Bank Reconciliation. The Clerk presented the Annual Governance and Accountability Return 2018/19 Part 3, the Annual Internal Audit Report 2018/19, the Accounting Statements 2018/19 and the Annual Governance Statement 2018/19 to the Cllrs and Cllr James and the Clerk signed as required. The Clerk will publish the paperwork in accordance with transparency and forward all documents as required to the Accountants PKF Littlejohn LLP.</p> <p>The Clerk had completed Nat West bank form to remove former Cllrs as signatories and to add Cllr Brennan. Cllrs Brennan and James will have to provide further information to Nat West before they are confirmed as signatories. Clerk</p>

	to contact Nat West for confirmation that Cllrs Redman and Rowe have been added. Cllr Wood deferred as signatory until three months has past, for agenda August 2019.
066/19	<p>LATE MATTERS AND EMAIL CORRESPONDENCE, COMMUNICATION AND INFORMATION</p> <p>Cllr Rowe. West Devon Borough Council has requested that expenses claim forms are completed regarding the recent election even if there is no money to claim. Cllr Ridgers will forward the correct claim form to the Clerk for circulation.</p> <p>Clerk. A reminder to all Cllrs to keep their Register of Interests up to date. This can be checked on line at West Devon Borough Council</p> <p>Cllr Brennan. Thanks given to Cllr James for taking on the role of Chairwoman.</p> <p>Cllr Redman. The white lines on the highway at Whiddon Down, near to the services, are due to be re-painted. Is it possible to have the words services (or abbreviation) on the slip road for same? Clerk to email Darryl Jagger, Community Highways Officer.</p>
067/19	<p>DELEGATES REPORTS</p> <p>None</p>
068/19	<p>FUTURE AGENDA ITEMS</p> <p>Sandy Park phone box</p> <p>Beating the Bounds</p>
	<p>DATE OF NEXT MEETING –</p> <p>Monthly Meeting of Drewsteignton Parish Council, Monday 17th June 2019 at Drewsteignton Village Hall at 7 .30pm</p>

The Chairwoman closed the meeting at 9.09pm.

Signed: _____ Dated: _____