

Drewsteignton Parish Council.

Clerk: Alice Turner, Rowans, Kings Farm Lane, Winkleigh, EX19 8HF

Clerk@drewsteigntonparish.co.uk / 01837 83484

Minutes of the Parish Council Meeting held on Monday 16th November 2020 at 7.30pm via Zoom.

Parish Councillors Present: Ysanne James (Chair), Peter Brennan (Vice-Chair), John Redman, Anna Imrie, Paul Ridgers & Ian Rowe.

Also in Attendance: No members of the public in attendance.

BUSINESS TRANSACTED.

1.11.20: Welcome.

Chair of the Council opened the meeting, a give brief explanation as to meeting protocols and The meeting was informed the meeting that recording was in progress to aid the Clerk in the preparation of the minutes and that the recording would be deleted once the draft minutes were circulated.

2.11.20: Apologies for absence.

Resolution required to approve apologies (with reasons) made to the Clerk prior to the meeting. The Chair relayed the Clerks apologies to the meeting as she is unwell.

3.11.20: Minutes of the Last Meeting.

Cllrs to consider the approval of the Minutes of the meeting held on Monday 19th October 2020. Cllr James proposed that the minutes of the virtual meeting held on Monday 19th October 2020 be signed as a true and accurate record once physical meetings resume, seconded Cllr Rowe. All in Favour – Motion Carried. (RR2020/071)

4.11.20: Declarations of Interest. None

5.11.20: Public Speaking Time (max. 10 minutes). None

6.11.20: Report from County Cllr. McInnes

No report from County Cllr James McInnes received.

7.11.20: Council Policies & Documents.

Cllrs to consider the draft policies presented for approval and ratification. (circulated to Cllrs & available from the Clerk).

a) DPC 023 Reserves policy V1.0 Draft

Cllrs discussed the draft policy without amendment. Cllr Brennan proposed that DPC 023 Reserves policy V1.0 be approved, seconded Cllr Imrie. All in Favour – Motion Carried. (RR2020/072)

8.11.20: Planning.

a) New Applications: (from DNPA unless otherwise stated)

- i. 0495/20: Existing garden building for use as holiday let at Rose Cottage, Drewsteignton (Mr D Williams) Extension granted to 17-11-2020.**

Cllrs discussed the application. No site visit had been possible due to Covid-19 guidance therefore Cllr Brennan proposed that the council give a neutral view on application 0495/20, seconded Cllr James. All in Favour – Motion Carried. (RR2020/073)

b) Decisions received: See Meeting support document. Noted by Cllrs.

c) Planning Decisions Pending: See Meeting support document. Noted by Cllrs.

d) Other Planning matters, for information only unless listed:

- i. 0537/20: Variation of Condition 2 attached to application ref: 0400/19 to allow material minor amendments to the floor plans; porch, window openings and garage/stable block shown on the approved drawings at Sandsgate Lodge, Chagford –extension granted to 15th December so will be discussed at the next meeting.

9.11.20: Current & New Business.

- a) **DNPA Settlement Profiles update - Parish consultation. Deadline 4th December (Chair) – See meeting support Document.**

Cllrs discussed the item and Cllr James proposed that the responses as discussed in the meeting be submitted by the Clerk, seconded Cllr Imrie. All in Favour – Motion Carried. (RR2020/074)

- b) **Driver & Vehicle Standards agency Consultation: proposed changes to highway code - Deadline 22-11-2020 (Chair) - See meeting support Document.**

Cllrs discussed the item and Cllr Brennan proposed that the Clerk submit a positive response to the proposals via the online survey, seconded Cllr James. All in Favour – Motion Carried. (RR2020/075)

- c) **Consultation on Police Budget – deadline 03-01-2021 (Chair) - See meeting support Document.**

Cllrs agreed to respond as individuals.

- d) **Biodiversity Matters (Chair/Clerk) - See meeting support Document.**

The Chair volunteered to join the Group and suggested that an invitation would be extended to the Whiddon Down volunteers.

Cllrs asked for the visibility issues around grass cutting be noted by the group.

- e) **Community Assets including update on registration (Cllr Imrie/Clerk)**

The Chair reported that the Clerk had informed her that applications have been submitted and deadline for determination by WDBC has been extended to 11th January 2021 to allow for Christmas/New year holiday.

- f) **Approval of cost for SharePoint site (Clerk) – options to be presented at the meeting.**

Deferred to December due to absence of the Clerk.

- g) **Request received for Grant to Church (Chair/Clerk) - See “Agenda document (9.11.20 g))**

Cllrs discussed the matter and reviewed the NALC briefing document Cllr Brennan proposed that in light of the NALC briefing document circulated as “Agenda document (9.11.20 g) that the Council felt that they are unable to provide grants to the churches as it would be a course of action which was not felt to be legally valid, seconded Cllr James. 5 For, 1 Abstained – Motion Carried. (RR2020/076)

- h) **Consideration of reimbursing Clerk for part of Zoom subscription cost.**

Total cost of subscription £59.95+VAT = £71.94

Cllr Imrie proposed that the Council pay £29.98 towards the subscription cost for Zoom, seconded Cllr James. Abstained – Motion Carried. (RR2020/077)

10.11.20: Finance.

- a) **To approve financial schedule of payments as presented by the Clerk at the meeting.**

Cllr James proposed that the financial schedule of payments as presented to the meeting be approved, seconded Cllr Imrie. All in Favour. Motion Carried (RR2020/078)

- b) **To consider first draft of 2021-2022 Budget as presented by the R.F.O at the meeting.**

Deferred to December Chair noted that no resolution is needed until January meeting for final budget and precept request.

11.11.20: Cllr & Clerks Reports: to include.

Councillors are reminded that this is not an opportunity for debate or decision making merely items for information.

- a) **Update on Website (Clerk)**

Website hopefully will be live by next meeting.

- b) **Doing What Matters: Cllr Imrie:**

Cllr Imrie reported that the Doing What Matters meeting has taken place, and reported that the road from Whiddon Down to North Tawton, will be repaired hopefully in February and will result in a road closure. Also that they are looking into the condition of the old A30 road. Also the Castle Drogo road will be ploughed.

c) Remembrance Service:

Cllrs James and Ridgers attended the open-air service and the Chair placed the poppy wreath on behalf of the Council.

12.11.20: Confirmation of next meeting:

The next Council meeting will be held on Monday 14th December 2020 7.30pm via Zoom.

13.11.20 Part II Public Bodies (Admission to Meetings) Act 1960 s1(2): Deferred as not urgent.

Item: Lease for the Drewsteignton Toilet Block (Clerk)

There being no further business the Chair declared the meeting closed at 8.25pm.

Appendix A: Financial Schedule:

Payments for Authorisation/(Retrospective) approval:

Payment Ref	Amount	Payee	Details	Power	Funding Source
PM2021/045	£7.20	HMRC	OCT PAYE deductions	LGA 1972 S.112	Staff costs/Clerks Salary & Costs
PM2021/046	£74.00	Parish Mag Printers Ltd	Invoice for Parish Post (Oct)	LGA 1972 S.142	Admin/Parish Post
PM2021/047	£74.00	Parish Mag Printers Ltd	invoice for Parish Post (Nov)	LGA 1972 S.142	Admin/Parish Post
PM2021/048	£132.16	M.J. Rowe	Cleaning of Toilet block Oct. 2020	Public Health Act 1936 S.87	Running Cost/public WC's
PM2021/049	£66.74	Cllr. Peter Brennan	Materials for repairs to Crockernwell Bus shelter (RR2020/067)	LG(MP) Act 1953 C.26 S.7	Assets/Maint.
PM2021/050	£190.00	A Whatley Garden Services	Maintenance of Village Garden April 2019 - March 2020 inclusive.	Open Spaces Act 1906 S.10	Running Cost/Village Garden
PM2021/051	£407.60	Alice Turner	Clerks Salary	LGA 1972 S.112	Staff costs/Clerks Salary & Costs
TOTAL	£951.70				

Receipts since last meeting:

Payment ref	Payment method	Details	Amount
PR2021/015	Bacs	Interest (Reserve Account)	£0.19

TOTAL

£0.19

Monies held as Reserves:

Amount	Details
£1,500.00	Election
£2,484.51	General (original £3000)
£0.00	Major Works (original £3600)
£0.00	DAAT night landing light (original £12337.86)
£1,423.93	Asset Maintenance Fund (original £3423.93)
£730.00	Lengthsman
£6,138.44	TOTAL

Bank Total as of 30th October 2020	£22,524.28
Payments Pending	£1,594.49
Plus Receipts not in bank total	£0.00
Less Money in reserves	£6,138.44
Available Balance	£14,791.35

Signed as a true record: Y. James Chair/Vice Chair

Printed: Cllr Ysanne James . Date: 14th December 2020