

Drewsteignton Parish Council.

Clerk: Alice Turner, Rowans, Kings Farm Lane, Winkleigh, EX19 8HF
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Minutes of the Parish Council Meeting held on Monday 15th March 2021 at 7.30pm via Zoom.

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

Also in Attendance: Alice Turner (Parish Clerk), County Cllr James McInnes and 1 member of the public.

BUSINESS TRANSACTED.

1.3.21: Welcome.

Cllr Brennan as acting Chair of the Council opened by giving a brief explanation as to meeting protocols. 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 published to the council website.

2.3.21 Election of Chair and arrangements for Signing of Declaration.

Cllr Brennan asked for nominations for the position of Chair.

Cllr Imrie proposed Cllr Brennan for the position of Chair with the deferral of signing the acceptance of office form until such times as the Clerk can arrange for this to be physically signed in a covid safe situation, seconded Cllr Ridgers. Cllr Brennan accepted the nomination. No other nominations received, *All in Favour – Motion Carried.* (RR2020/107)

3.3.21 Election of Vice-Chair and arrangements for Signing of Declaration.

Cllr Imrie proposed Cllr James for the position of Vice-Chair with the deferral of signing the acceptance of office form until such times as the Clerk can arrange for this to be physically signed in a covid safe situation, seconded Cllr Redman. Cllr James accepted the nomination. No other nominations received, *All in Favour – Motion Carried.* (RR2020/108)

4.3.21: Apologies for absence. None received.

5.3.21: Minutes of the Last Meeting.

Cllrs to consider the approval of the Minutes of the meeting held on Monday 15th February 2021. Cllr James proposed that the minutes of the virtual meeting held on Monday 15th February 2021 be approved as a true and accurate record with signing to take place once physical meetings resume, seconded Cllr Rowe. *All in Favour – Motion Carried.* (RR2020/109)

6.3.21: Declarations of Interest.

Cllr Brennan declared a Personal interest in agenda item 10.3.21 a) ii) (DOI/008)

7.3.21: Public Speaking Time (max. 10 minutes). – No items raised.

8.3.21: To receive a report from County Cllr. McInnes

Cllr McInnes reported that about 98% of primary school pupils have now returned to school. Secondary schools have seen 94% of students back with testing being carried out, Cllr McInnes commended Students and School staff on their handling of the return to school.

Budget: Devon County Council have reluctantly agreed to 4.99% increase in council tax, that figure is being split between; adult social care, children's services, highways and some money being given to district/borough councils to help them support people who have lost their jobs but are not eligible for jobseeker' allowance.

Cllr McInnes commended the rollout of the vaccination program and stressed that people once vaccinated still need to be careful when out to ensure that the infection rate is kept as low as possible.

Cllr McInnes has been very impressed with the action of Team Devon and hopes that the momentum will continue in the future. Cllr Ridgers agreed with this sentiment.

Cllr Brennan queried the re-start project and hoped that all those who are out of work for example the long term unemployed disabled or the homeless would not be forgotten out in the implementation of this project.

9.3.21: Council Policies & Documents.

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

a) DPC 017 Disciplinary procedure V1.0

Cllrs discussed the policy and Cllr Brennan proposed that DPC 017 Disciplinary procedure V1.0 be approved and ratified with immediate effect, seconded Cllr James. All in Favour – Motion Carried. (RR2020/110)

10.3.21: Planning (Chair)

a) New Planning Applications:

Cllr Brennan raised issues as files on DNPA website will not open due to technical issues with the site (Error 403) – The Clerk informed the Council that she would raise this issue with DNPA.

i. 0080/21 Change of use for barn and adjacent field from agriculture to mixed use - agriculture and the keeping of horses. Construction of an outdoor riding school for private use at East Tordown, Drewsteignton. (Ms J Colton) Deadline 22-03-2021.

Following discussion Cllr Redman proposed that the Council support application 0080/21 as it is low key and unobstructive to the surrounding landscape, seconded Cllr James. All in Favour – Motion Carried. (RR2020/111)

ii. 0093/21 Creation of retirement accommodation (10 houses) and associated works at land to the west of Fingle House, Crockernwell (Mr P Nickells) Deadline 26-03-2021.

Following discussion Cllr Redman proposed that the Council object to application 0093/21 as the Council believe that the site is unsuitable for this level of development as Crockernwell does not have the services or infrastructure to support it, i.e. no GP surgery, and the council also believe that the access to the site is unsuitable, seconded Cllr James. All in Favour – Motion Carried. (RR2020/112)

iii. 0091/21 Erection of agricultural barn at Furlong House, Sandy Park, Chagford (Mr S Carew Deverell) Deadline 30-03-2021. (Full planning application)

iv. 0092/21 Erection of agricultural barn at Furlong House, Sandy Park, Chagford (Mr S Carew Deverell) Deadline 30-03-2021. (Listed Building Consent)

Cllrs agreed to consider applications 0091/21 & 0092/21 together. Following discussion Cllr Ridgers proposed that the Council give a neutral view to applications 0091/21 & 0092/21, seconded Cllr James. All in Favour – Motion Carried. (RR2020/113)

b) Planning decisions received.

Number	Location	Proposal	DNPA Decision
0011/21	Rose Cottage, Drewsteignton	Use of existing garden building for ancillary living accommodation (retrospective)	Granted

c) Planning decisions pending.

Number	Location	Proposal
0319/20	Woodland Springs, Drewsteignton	Use of land as 14 touring pitches (in lieu of previously approved camping pods ref. 0690/14) and the relocation of two pods onto two existing touring pitches

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

Cllrs queried if there was any update on the previously raised concerns on Venton Straight – the Clerk reported that she had not heard anything from DNPA.

11.3.21: Current & New Business.

a) Update on Post Office in Drewsteignton (Cllr Imrie/Clerk)

The Clerk reported that the Letter agreed at the last meeting has been sent to Steve Utting, National Mailworks manager at Post Office Ltd and to the Rt. Hon. Mel Stride MP.

Cllr Ridgers has also contacted the MP and will liaise with the Clerk when he hears anything on this matter.

b) Consideration of ¼ contribution to Clerk's attendance at Virtual SLCC Training Seminar 24th March 2021 Total cost is £54 inc. VAT. (Clerk)

Cllr Brennan proposed that the Council approve the attendance of the Clerk at the Virtual SLCC Training Seminar 24th March 2021 and agree to pay a quarter of the total cost (£13.50 inc. VAT), seconded Cllr Imrie. All in Favour – Motion Carried. (RR2020/114)

c) Update on Ownership of Village Garden, Drewsteignton (Clerk)

The Clerk reported that she has been unable to find anything on the ownership of the Village Garden Land. The Council agreed to take responsibility for maintenance of the Garden and the assets within but noted that they do not accept responsibility or liability for the actual land or surrounding boundary.

d) Consultation on Draft Resource and Waste Strategy for Devon and Torbay

Consultation documents can be found at [DCC Consultation on Draft Resource & Waste Management Strategy for Devon & Torbay](#). The Public Consultation runs from Wednesday 3rd March to Wednesday 14th April, and the responses will help shape how Local Authority Collected Waste is managed in Devon up to 2030.

Cllrs agreed to make responses as private individual with no formal response as a Council.

The Clerk was asked to submit the link overview to the editor of the Parish Post for inclusion in the next edition.

e) Approval of Mrs Bickell as Internal Auditor for 2021/22 (Inc. 2020/21 year-end) (Chair)

Cllr Brennan proposed that Mrs Bickell as the Internal Auditor for 2021/22 (Inc. 2020/21 year-end), seconded Cllr Ridgers. All in Favour – Motion Carried. (RR2020/115)

f) To note formal receipt of conclusion of external audit 2019-20. (Clerk)

Received by Cllrs - No queries raised.

12.3.21: Finance (Clerk).

a) To approve financial schedule of payments as presented by the Clerk at the meeting. (See [Appendix A](#))

Cllr Ridgers proposed that the amended financial schedule of payments as presented by the Clerk at the meeting be approved, seconded Cllr Brennan. All in Favour – Motion Carried. (RR2020/116)

13.3.21: Cllr & Clerks Reports: to include.

a) Update on IA Actions (Clerk).

The Clerk reported that all actions are now completed.

b) Update on return to physical meetings from DALC/NALC (Clerk)

The Clerk advise that DALC are holding a Q&A session regarding the legislation ending as of the 7th of May2021 on Tuesday 30th March at 10am which is open to Clerks and Chairs. Cllr Brennan asked that the signup information for this session be sent to him and Cllr James so that one of them could try to attend.

c) Clerks Annual leave (1week) 29th March to 4th April inclusive. (Clerk) – Noted by Cllrs.

d) Update on assets of community value registration (Clerk) - Decision still pending.

e) Cllrs Reports:

- Cllr Redman reported that the Apple trees have been pruned. Cllr James will arrange removal of cut wood.

- Cllr James reported that she would write the article for the next edition of the Parish Post.

14.3.21: Confirmation of next meeting:

- The next Council meeting will be held on Monday 19th April 2021 7.30pm via Zoom.**
- Council to consider moving Annual Council meeting to Wednesday 5th May so that it can be held via Zoom time to be agreed.**

The Clerk asked Cllrs to Consider starting the Annual Parish Meeting at 7pm as she as several meetings to fit in to the first few days of May. Cllr Brennan proposed that the Council approve the Annual Parish Meeting being moved to Wednesday 5th of May 2021 at 7pm, seconded Cllr James. All in Favour – Motion Carried. (RR2020/117)

There being no other business the Chair declared the meeting closed at 8.43 pm.

Appendix A: Financial schedule.

Payments for Authorisation/(Retrospective) approval:

Payment Ref	Amount	Payee	Details	Power	Funding Source
PM2021/074	£74.00	Parish Mag Printers Ltd	March Invoice (Parish Post)	LGA 1972 S.142	Admin/Parish Post
PM2021/075	£540.00	Andrew Parrott	Work on new website	LGA 1972 S.111	Admin/Website
PM2021/076	£80.00	M.J. Rowe	February Invoice (Cleaning of Toilets)	Public Health Act 1936 S.87	Running Costs/WC's
PM2021/077	£81.38	Alice Turner	Clerks Expenses March 2021	LGA 1972 S.111 & S.112 + LGA 1972 S.142	Staff costs/Clerks Salary & Costs + Staff Costs /Office Exp. + Admin/Training + Assets/Purchases
PM2021/078	£378.88	Alice Turner	Clerks Salary (15.2.21 to 14.3.21)	LGA 1972 S.112	Staff costs/Clerks Salary & Costs
PM2021/079	£107.40	Playsafety Limited	Annual inspection of Play Equipment	LG(MP)A 1976 S.19	Running Costs/Playing Field
TOTAL	£1,261.66				

Receipts received:

Payment ref	Payment method	Details	Amount
PR2021/022	Bacs	Merton Parish Council (Inv. DPC/001)	£15.00
PR2021/023	Bacs	Interest (Reserve Account)	£0.15

TOTAL: £15.15

Virements for Approval:

From	Amount	To
Prof Fees/ Audit	£14.00	Assets/purchases

Monies held as Reserves:

Amount	Details
£1,500.00	Election (Earmarked Reserve)
£568.13	Lengthsman (Earmarked Reserve)
£1,876.92	Major Assets Fund (Earmarked Reserve)
£1,261.46	DAAT night landing light (Earmarked Reserve)
£1,423.93	Asset Maintenance Fund (Earmarked Reserve)
£2,484.51	Council Contingency (General Reserve)
£1,750.00	Grants & Donations (Earmarked Reserve)
£1,200.00	Toilet Block Fund (Lease & Associated costs)
£12,064.95	TOTAL

Bank Situation:

Bank Total as of 26th February 2021	£19,919.67
Payments Pending	£2,798.00
Plus Receipts not in bank total	£0.00
Less Money in reserves	£12,064.95
Available Balance	£5,056.72

Signed as a true record: _____

Printed: Cllr. _____

Date: _____

Approved by resolution: RR2020/