

# 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 21<sup>st</sup> June 2021 7.30pm at Whiddon Down Village Hall.

**Cllrs Present:** Peter Brennan (Chair), Anna Imrie, Paul Ridgers, John Redman & Ian Rowe.

**Also in Attendance:** Alice Turner (Parish Clerk), County Cllr McInnes.

### **BUSINESS TRANSACTED.**

#### **1.6.21: Welcome.**

Cllr Brennan opened the meeting and informed everyone that the meeting was now being recorded (audio only) 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.

#### **2.6.21 Election of Vice-Chair - To include signing of declaration of acceptance of office form.**

Cllr Brennan proposed Cllr Ridgers for the position of Vice-Chair, seconded Cllr Redman, Cllr Ridgers accepted the nomination, there were no other nominations received. All in Favour Motion Carried. (RR2021/012)

Cllr Ridgers signed the of declaration of acceptance of office form.

#### **3.6.21: Apologies for absence.**

Cllrs noted the resignation of Cllr James, and expressed their gratitude for all her work while on the Council.

#### **4.6.21: Minutes of the Last Meeting. [Minutes available on the website.](#)**

Cllrs to consider the approval of Minutes of:

- a) the Virtual meeting held on Thursday 19<sup>th</sup> April 2021.
- b) the Annual Council meeting held virtually on Wednesday 5<sup>th</sup> May

Cllr Brennan proposed that the minutes of the Virtual Meeting held on Thursday 19<sup>th</sup> April 2021 and the minutes of the Annual Council meeting held virtually on Wednesday 5<sup>th</sup> May be approved as a true and accurate record, seconded Cllr Imrie. All in Favour – Motion Carried. (RR2021/013)

#### **5.6.21: Declarations of Interest -None**

#### **6.6.21: Public Speaking Time (max. 10 minutes) - None**

#### **7.6.21: To receive a report from County Cllr. McInnes.**

Cllr McInnes reported that he had been re-elected with 53% of the vote and that he is now the cabinet member for adult social care and health.

Cllr McInnes reported on the new system for the Locality Budget, which is all online only.

Cllr McInnes informed that Council that Rachel Dixon is now our new Neighbourhood Highways Officer and reminded everyone that they should continue to use the website [Report a problem - Roads and transport \(devon.gov.uk\)](http://Report a problem - Roads and transport (devon.gov.uk)) to report highways issues.

#### **8.6.21 Council Policies – Annual review. (Chair)**

Cllrs to consider the [policies listed below for annual review and approval \(available on the website\).](#)

- a) DPC 007 Anti-fraud and Corruption V1.0 R1
- b) DPC 008 Lone Worker V1.0 R1
- c) DPC 009 Equality & Diversity Policy V1.0 R1

As there were no proposed amendments Cllrs agreed to review the policies together, Cllr Ridgers proposed that the following policies be approved with no amendments; DPC 007 Anti-fraud and Corruption V1.0 R1, DPC 008 Lone Worker V1.0 R1 and DPC 009 Equality & Diversity Policy V1.0 R1, seconded Cllr Rowe. All in Favour Motion Carried. (RR2021/014)

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Meeting date: 21-06-2021

Initialled as a correct record: P.B

### **9.6.21: Planning (Chair)**

- a) **Planning decisions pending – as per Meeting Support Document – Noted by Cllrs.**
- b) **Other Planning matters, for information only unless listed on agenda:**
  - i. **Dartmoor Local Plan details can be found at [Dartmoor Local Plan Examination](#).**  
Cllrs agreed to respond individually on this matter rather than responding as a Council

### **10.6.21: Current & New Business.**

- a) **Update on Post Office in Drewsteignton– See Meeting Support Document. (Clerk)**  
Noted by Cllrs, it was agreed that information would be circulated and added to the website rather than keeping a standing agenda item.
- b) **Consideration of ¼ contribution to Clerk’s attendance on the Virtual SLCC Training webinar: Operation London Bridge - Cost to the Council, £9 inc. VAT. (Chair)**  
Cllr Brennan proposed that the Council approve the ¼ contribution to Clerk’s attendance on the Virtual SLCC Training webinar: Operation London Bridge - Cost to the Council, £9 inc. VAT, seconded Cllr Ridgers. All in Favour Motion Carried. (RR2021/015)  
(Power to spend: LGA 1972 S.111 Budget: Admin/Training)
- c) **Damaged Posts at the junction of Turnpike Road & Chapel Hill, Whiddon Down - Update (Cllr Rowe/Clerk) No update at this time.**
- d) **Correspondence received (30/05/21) requiring Council response (Clerk/Chair)**  
“I think there should have been a formal apology about the outrageous “Arctic Foxes” article in the May Parish Post -apart from being inaccurate, in several parts, it contained personal views which should never have been printed in the Official Edition of the Parish Post.”  
Cllrs discussed the issue and instructed the Clerk to respond to the parishioner that the Council’s response on this matter was published in the June edition of the Parish Post which can be found on the Parish Council website.
- e) **MVAS Contract – to be presented and discussed at the meeting (Chair)**  
The Clerk presented the draft MVAS contract to the Council who reviewed and Cllr Ridgers proposed that the MVAS contract be approved and sent to Sticklepath Parish Council, seconded Cllr Rowe. All in Favour Motion Carried. (RR2021/016)
- f) **Cllrs membership on external groups – following resignation of Cllr James.**  
Cllrs agreed on the following representatives for:
  - i. Dartmoor National Park Authority – Cllr Brennan
  - ii. Drewsteignton Parish Facebook Page – Clerk
  - iii. Parish Post – Cllr BrennanCllr Imrie proposed that the positions be filled as discussed at the meeting, seconded Cllr Rowe. All in Favour Motion Carried. (RR2021/017)
- g) **Items ongoing or for future agenda’s which were assigned to Cllr James – Council to agree on way forward (Chair)**
  - i. Apple Day – possible community day (originally postponed due to Covid-19)  
No action to be taken by Council at this time.
  - ii. Climate emergency resolution RR2019/024: Cllr James proposed that the Council declare a Climate Emergency and take steps be carbon neutral by 2025, seconded Cllr Ridgers. All in Favour – Motion Carried.  
Cllrs discussed this matter and suggested that the Clerk contact DALC to see if there is any advice relevant to Parish Councils. **Action – Clerk.**  
Cllr Brennan proposed that the Council remove time limit on resolution RR2019/024 and that advice on reducing our carbon footprint be sought from DALC, seconded Cllr Ridgers All in Favour Motion Carried. (RR2021/018)
- h) **To retrospectively approve the Councils insurance renewal of £513.55 for a one-year agreement with Community first insurance. (Clerk/Chair)**  
Cllr Brennan proposed that the Council retrospectively approve the Councils insurance renewal of £513.55 for a one-year agreement with Community first insurance, seconded Cllr Rowe. All in Favour Motion Carried. (RR2021/019)

- i) Parking issues in Crockernwell – See Meeting Support Document. (Clerk/Chair)**  
 Cllrs discussed the matter, and instructed the Clerk to contact OPPC and ask for a meeting with Council, to discuss the matter further as well as ask DCC Highways about traffic calming measures for the village. Cllrs suggested that the Clerk look into requirement for Community speed watch and the post on Facebook and the Council website asking for volunteers. **Action – Clerk.**
- j) Drewsteignton Car Park including discussion on rubbish bin provision (Cllr Redman)**  
 Cllr Redman raised concerns of the use of rubbish bin for domestic waste. Following discussion, **Cllr Ridgers proposed that the bin be removed after it is next emptied and that an A4 “please take litter home sign” is purchased for the Car Park, seconded Cllr Brennan. All in Favour Motion Carried. (RR2021/020)**  
 Cllrs also discussed the request for a dog waste bin at Shute Lane with the kind offer from a parishioner to empty it for a first couple of months. Cllrs agreed that this was not something they could progress as the land is owned by the National Trust and asked the Clerk to Contact the National Trust asking if they could either put up a bin and arrange for it to be emptied or install a “please clean up after your dog” sign.  
**Action – Clerk.**

**11.6.21: Finance (Clerk). Documents circulated to Cllrs and available at the meeting.**

- a) Approval of Letter to NatWest to cancel unrepresented cheque & reissuing of replacement.**  
 The Clerk explained the reason for the letter and **Cllr Ridgers proposed that the letter to NatWest to cancel unrepresented cheque & the reissuing of replacement be approved, seconded Cllr Redman. All in Favour Motion Carried. (RR2021/021)**
- b) To approve financial schedule of payments as presented by the Clerk at the meeting.**  
**Cllr Brennan proposed that the financial schedule of payments as presented by the Clerk at the meeting be approve, seconded Cllr Imrie. All in Favour – Motion Carried. (RR2021/022)**

**12.6.21: Cllr & Clerks Reports & items for future agendas:**

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

- a) Clerk: To report that Cllr Brennan is in possession of a Signed Sealed envelope containing the emergency passwords – As per Financial Regulation 6.11 (DPC 003).**  
 This was noted by Cllrs.
- b) Cllr Redman: Update Road & Drainage issues at Fingle Bridge**  
 Cllr Redman update the Council on the current drainage issues on the road leading to Fingle Bridge, and it was suggested that Pete Rich from Dartmoor National Park be contacted to see if he had a working party who could assist in clearing the gullies.  
 The Clerk read letter received regarding the road leading to Fingle Bridge and Cllrs asked the Clerk to respond to the letter asking if they have any objection to a gap being made in the bank to allow drainage of water off the road.
- c) Cllr Imrie – Speeding concerns in Whiddon Down – add to July Agenda.**
- d) Cllrs asked that an update on the electric bill for the DAAT light be on the July agenda.**
- e) Cllr Ridgers asked that the starting time of meetings to encourage new Cllrs be added to the July Agenda.**

**13.6.21: Confirmation of next meetings:**

- a) Monday 19<sup>th</sup> July 2021 7.30pm at Whiddon Down Village Hall – Subject to Covid restrictions/guidance in force at the time.**

There being no further business the Chair closed the meeting at 8.55 pm

**Appendix A: Financial Schedule.****Payments for Authorisation/(Retrospective) approval:**

Payment Ref	Amount	Payee	Details	Power	Funding Source
PM2022/011	£346.38	Alice Turner	Clerks Salary	LGA 1972 S.112	Staff Costs/Clerks Salary
PM2022/012	£513.55	Alice Turner	Insurance renewal	LGA 1972 S.111	Admin/Insurance
PM2022/013	£200.00	Ashley Whatley	Pruning Apple Trees in car park	Open Spaces Act 1906 S.10	Running Costs/Car Park
PM2022/014	£80.00	M. J. Rowe	Cleaning the Toilet block (May)	Public Health Act 1936 S.87	Running Costs/WC's
PM2022/015	£74.00	Parish Mag Printers Ltd	June edition of Parish Post	LGA 1972 S.142	Admin/Parish Post
PM2022/016	£0.00	Parish Mag Printers Ltd	Re-issue of Chq. 2466 for £74.00	LGA 1972 S.142	Admin/Parish Post
PM2022/017	£89.73	Alice Turner	Clerks Expenses	LGA 1972 S.111	Staff Costs/Clerks Costs, Admin/Training, & Staff Costs/ Office Exp
<b>TOTAL</b>	<b>£1,303.66</b>				

**Monies held as Reserves: (Note EMR = Earmarked Reserve)**

Amount	Details
£1,500.00	Election (EMR)
£568.13	Lengthsman (EMR)
£2,752.30	Major Assets Fund (EMR)
£890.38	DAAT (night landing light) (EMR)
£2,313.67	Asset Maintenance Fund (EMR)
£3,543.53	Council Contingency (General Reserve)
£1,750.00	Grants & Donations (EMR)
£1,200.00	Toilet Block Fund (Lease & costs) (EMR)
<b>£14,518.01</b>	<b>TOTAL</b>

**Bank Situation:**

<b>Bank Total as of 28th May 2021</b>	<b>£22,218.30</b>
<b>Payments Pending</b>	<b>£1,724.04</b>
<b>Plus Receipts not in bank total</b>	<b>£0.00</b>
<b>Less Money in reserves</b>	<b>£14,518.01</b>
<b>Available Balance</b>	<b>£5,976.25</b>

Signed as a true record: Peter BrennanPrinted: Cllr. Peter Brennan. Date: 19<sup>th</sup> July 2021