

## Alwington Parish Council

### **Draft Minutes of a remote Parish Council Meeting held on Thursday 21<sup>st</sup>, January, 2021, commencing at 7.00pm**

**Present:** Cllrs Gordon Lester (Chair), Sarah Bourke, Christine Moore, Neil Rothney, Alison Browning, and Brian Adams.

**In attendance:** Mr Malcolm Harris – Parish Clerk.

#### **1. Min.27 :21/22**

**Apologies:** No apologies were received for the meeting

#### **2. Min 28:21/22**

##### **Declarations of Interests**

2a) No declarations were received in respect of personal interests

2b) No declarations were received in respect of prejudicial interests

#### **3.Min.29:21/22**

**To confirm and sign the minutes of the Parish Council Meeting held on the 17<sup>th</sup>  
September , 2020.**

It was **resolved**, to confirm and sign the minutes of the 17<sup>th</sup> September , 2020 as a true record, and were duly signed by the Chairman.

There were no matters arising. All actions from the previous meeting have been undertaken.

#### **4.Min.30:21/22 - Correspondence and Communication**

##### **a) Correspondence was received in respect of the following matters:**

- DCC ( Devon County Council) – Various briefings/updates re COVID – 19.
- TDC – (Torridge District Council) – Precept request 2021/22, minutes of the Joint Advisory Group, and details of the new management structure.
- DALC ( Devon Association of Local Councils) – Various briefing notes.

All the above circulated to Cllrs

##### **b) Website**

##### **c) District/County Council Reports**

There are no reports from the County or District Councillors for this meeting.

However, regular updates on COVID -19 and other issues have been provided by both the County Council and the District Council.

Cllr Gordon Lester confirmed that he would be liaising with David Butterworth to look at website usage during the pandemic.

**d) Community Safety** – There were no matters to report.

### **PUBLIC SESSION - parishoners were invited to forward questions prior to the remote meeting.**

A parishioner requested that thanks be passed onto the Parish Council for putting out the bags of salt around Woodtown, during the icy conditions.

Cllr Christine Moore reported that a parishioner had raised issues with the current state of repair of the bus stops at Fairy Cross. A discussion followed in respect of the ownership, and responsibility for maintenance.

**Action Point:** The Clerk to contact the Portledge Estates Office to discuss the ownership of the bus stops, and any future repairs.

Cllr Alison Browning suggested that a community event with volunteers may be a way of addressing the repair/cleaning of the bus stops. Cllr Gordon Lester expressed some concerns over the health & safety issues when using volunteers, and the insurance liability.

**Action point:** Cllr Alison Browning agreed to draft a risk assessment and circulate to all Councillors.

### **5. Min 31:21/22 – Review of polices 20/21**

**To review, and approve the following policies:**

- Financial Regulations
- Standing Orders
- New – GDPR General Policy & GDPR Website policy.
- Risk Assessment Policy.

Proposed by Cllr Alison Browning, and Seconded by Cllr Neil Rothney

It was **resolved** to approve all of the above policies.

## **6. Min 32:21/22 Financial Matters:**

### **a) To receive an update on the current financial position:**

The current balance in the Treasurers account less the commitments up to the 21<sup>st</sup> January, 2021 is £10,069.

### **b) To receive any accounts to pay**

- **Parish Clerk** – quarterly salary payment - £519.84 – cheque no 00032

### **c) To note any income received.**

- Grant from the former Millennium Group to support projects in Woodtown - £1,396.97
- VAT Refund - £40.64

### **d) Any other financial issues.**

- **To agree the Parish Precept for 2021/22**

After a discussion it was agreed to set the Precept for 2021/22 at £5,080

It was **resolved** that the Clerk inform Torridge District Council of the decision to set the Precept at £5,080 for 2021/22.

Proposed by Cllr Brian Adams, and seconded by Cllr Alison Browning

- **To approve the 2021/22 budget.**

The Clerk presented the proposed budget for 2021/22. After a discussion it was to approve the budget for 2021/22.

It was **resolved** to approve the 2021/22 budget.

Proposed by Cllr Gordon Lester, and seconded by Cllr Sarah Bourke

- **To consider grants to the Alwington Village Hall, Citizens Advice Bureau, and St Andrews PCC for 2020/21.**

It was agreed in the budget for 2021/22 that no provision is made for of a grant of £150 to the St Andrews PCC.

It was agreed to award a grant of £500 to the Alwington Village Hall to assist with the cost of replacing the skirting boards and work on the air bricks on the front wall for 2020/21, and grant of £300 for 2021/22 to assist with a community event

It was agreed to increase the grant to the Citizens Advice Bureaux from £100 to £250 for 2020/21 in recognition of the increase in enquiries relating to Covid-19. A grant of £100 to continue in 2021/22.

It was **resolved** to award grants as set out above.

Proposed by Cllr Gordon Lester , seconded by Cllr Christine Moore.

## **7. Min33:21/22 Planning Matters:**

### **a) To receive any applications for consideration**

**Planning consultation request – Ref: 1/0624/2020/FUL** – Construction of Car Port in conjunction with the reconfiguration of existing parking bay – The Meadows, Woodtown.

No comments from the Parish Council in respect of this planning application.

**Amended planning application – Ref: 1/0602/2020/FUL** – Conversion of redundant outbuildings, Hock Ridge Farm, Fairy Cross.

No comments from the Parish Council on the amended planning application

### **b) To note any permissions granted.**

**Ref: 1/0550/2020/FUL** – Erection of two replacement dwellings – Church Farm, Fairy Cross.

The application was granted permission.

**Ref: 1/0602/2020/FUL** – conversion of redundant agricultural out-building to provide 1 no holiday letting accommodation. Hock Ridge Farm, Fairy Cross.

The application was granted permission.

**Ref: 1/0955/2020/LBC** – Replacement of 5 wooden windows – The Old Rectory. Fairy Cross.

The application was granted permission.

### **c) To note any refusals advised.**

None to note.

### **Any other planning matters arising**

None for this meeting

## **6. Min.34:21/22**

### **Maintenance & Highways**

Cllr Brian Adams circulated a report to all Cllrs prior to the meeting.

A summary of the report is as follows:

- Road from Fairy Cross going up past Babbacombe and Cockington Farm in urgent need of repair.
- Problems with amount of water on the roads. 4 blocked on Strawberry Hill, Ley Mills, and 2 between Alwington and Church Lane. It would help if there was a map of gratings, so that they can be uncover any that have overgrown.

**Action Point:** Clerk to contact DCC to find out if such a map is available.

- Potholes needing attention from Ponderosa to the beach tree ( top of Fairy Cross Hill), highlighted by Cllr Gordon Lester, and passed onto DCC for their attention. Reports that potholes on this section have been marked out for future repair.

A vote of thanks was proposed by Cllr Gordon Lester , and seconded by Cllr Brian Adams to DCC Highways Team for their response to other highlighted work in the Parish.

**Action Point:** Clerk to forward thanks to DCC Highways with copy to Cllr Tony Inch

## **7. Min.35:21/22**

### **Alwington Parish Plan & other issues for action in 2020/21**

#### ➤ **Woodtown Phone Box – Update**

Cllr Alison Browning had circulated an update on the Woodtown Phone Box to all Cllrs prior to the meeting.

A summary of the report is as follows:

- Work has ground to a halt at the moment due to the weather. Paint has now been purchased and is ready to apply.
- A grant request to DCC via Cllr Tony Inch has now been approved and is likely to be £1,000.
- The Millennium Fund has passed a grant of £1,396 to the Parish Council to assist with the projects.
- The Parish Council has now agreed a budget of £2,396.67 to support costs associated with the Phone Box, and the provision of a defibrillator.

There being no further business the meeting concluded at 7.45pm

**The next meeting of the Parish Council, and the Annual Parish Meeting will take place on Thursday 29th April , 2021 at 7.00pm. Venue to be advised.**

Signature \_\_\_\_\_ (Chairman) Date \_\_\_\_\_