

## Alwington Parish Council

### **Draft Minutes of the Parish Council Meeting held at the Alwington Village Hall on Tuesday, 12<sup>th</sup> July, 2022, commencing at 7.30pm.**

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

**In attendance :** Cllr Phil Pennington, Torridge District Council (TDC), and Cathy Lester-Walker (taking minutes)

#### **1. Min.9:22/23**

**Apologies :** Cllr Sarah Bourke, Cllr Bob Hicks, TDC, and Malcolm Harris – Parish Clerk.

#### **2. Min.10:22/23**

##### **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.11:22/23**

##### **Minutes of the last meeting.**

**To confirm and sign the minutes of the Parish Council Meeting held on the 3<sup>rd</sup> May 2022.**

Proposed by: Cllr Neil Rothney, and seconded by Cllr Christine Moore, that the minutes be approved as a true record.

##### **Any matters arising from the minutes.**

None.

#### **4. Min:12:22/23**

##### **Councillor vacancy**

The Chair reported that there had been two applications for the vacancy and a third possibly in the pipeline. A sub-committee would need to be formed as the interview panel, comprising himself and two others. Neil Rothney and Christine Moore volunteered. The interview questions and accompanying notes will be sent to them for comment. **Action:** The Clerk to set a date for the interview panel to meet.

#### **5. Min:13:22/23**

## **Correspondence and Communication**

### **a) Correspondence**

- The correspondence from Ian Roberts about proposed changes to Countrywide Parking Order reference IMR/BO48-5868 was noted.
- St Andrew's Church -to be discussed under agenda item 6e)
- Christine Moore reported that the Alwington Residents' Association had met recently. They will be making a small grant application in due course. Speeding on the A39 is an issue. They wanted to know who the Road Warden was with a view to him overseeing volunteers carrying out road sweeping.

### **b) Website**

Cathy Lester-Walker updated councillors on the report she circulated on 26 June 2022. The new website has been running for exactly four weeks. She reported on headline data for traffic (201 visits, 168 unique visitors, 519 page views); geography by visits (UK 158, China 9, United States 9, Germany 3, Russia 2, Moldova, Philippines and Portugal 1 each); popular content by page views (home page 196, upcoming events 52, places to stay 27, defibrillators 16, Village Hall 14); device type by visit (desktop 102, mobile 93). She was thanked for her work on the website which was felt to be very accessible. She tabled the revised privacy statement.

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

Cllr Phil Pennington reported that refuse and recycling collection was challenging in the current hot weather. The in-house parks and leisure centers were working well. A bid has been submitted under the government's "levelling up" scheme to provide modernisation of the "graving-dock" area in Appledore.

**PUBLIC SESSION - at the discretion of the Chairman, any members of the public may speak between agenda items 5 and 6.**

There were no members of the public present at the meeting.

## **6. Min: 14:21/22**

### **Financial Matters:**

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

The balance in the Lloyds Bank account as of the 12 July 2022 is £10,348.70. Clerk's salary invoice to follow in September at £1,039.68. Second instalment of the Precept to follow in September - £2,540.

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

The SquareSpace website annual subscription of £116.64 has been paid.

The annual support costs (year 2) of £162.00 for the defibrillators have been paid to Community Heartbeat Trust.

The Parish Clerk salary for April to June 2022 (£519.84 (gross) has been paid by TDC  
Councillors noted the above payments.

**c) To note any income received:**

None

**d) Any other financial issues:**

Clerk's salary. A back payment of £36.48 for FY2021/22, and a salary increase to £11.05 per hour were agreed and approved.

Clerk's expenses. Expenses amounting to £25.47 of 2 black ink cartridges (£17.64 + VAT £3.54 = £21.18) and stationery (£4.29) were approved.

Proposed by Cllr Christine Moore; seconded by Cllr Neil Rothney.

**e) Small Grant Application:**

St Andrews Church had submitted an application for a grant to assist with the repair of two defective windows in the Old School Room, but the amount of grant requested was unspecified. Since there is a possibility that the Old School Room might be the recipient of Section 106 monies it was decided to defer a decision on this until more information was provided. Neil Rothney suggested that a representative be invited to the next council meeting to answer any questions.

It was also agreed that in future, applications for a small grant should be made electronically so that the full application can be circulated to councillors in advance of the council meeting at which it would be discussed.

**7. Min:15: 22/23**

**Planning Matters:**

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

Planning consultation request: Ref: 1/0484/2022/FUL for creation of garage and annexe to the main dwelling – Three Acorns, Fairy Cross, Devon - was subsequently withdrawn.

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

Planning decision: Ref: 1/0099/2022/FUL – Conversion of Barn into holiday unit – Giffords Farm Meadows, Fairy Cross, Devon. The application has been approved.

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

None received.

**d) Any other planning matters arising:**

No outstanding matters for discussion.

**8. Min: 16: 22/23**

**Allocation of 106 monies**

Cllr Neil Rothney updated councillors: a grant for improvement work on the Old School Room (£3,961.39) is likely to be forthcoming. Grants for a play area and an allotment were possible but only if the parish council had a plan for these, and any such plan would have to be submitted before the end of the month. Councillors agreed not to proceed with a plan.

Cllr Christine Moore updated councillors on information that had come up at the recent meeting of the ARA about the “green space” adjacent to No 11 Portledge Place.

**9. Min 17: 22/23**

**Maintenance & Highways**

Cllr Brian Adams reported that the number of potholes requiring repairs was now down to eight.

Concerns about speeding on the A39 is ongoing.

**Action:** The Chair agreed to contact Cllr Wilton – Love to obtain highway data.

**10. Min 18: 22/23.**

**Alwington Parish Plan & other issues for action in 2022/23.**

**a) Airband.**

Cllr Alison Browning agreed to make enquiries of AirBand on behalf of Woodtown residents.

**b) Bus Stops**

Cllr Brian Adams agreed to contact Neil Beresford to see if he would be prepared to undertake the necessary work on the Bus Stops.

**11. Min:19: 22/23**

**Date of next meeting:**

**Wednesday 14th September 2022, Alwington Village Hall Committee Room. (Please note change of date.)**

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