

Minutes of East Worlington Parish Council Meeting held on Tuesday, 26 May 2020 at 7.30pm by teleconference.

**Ordinarily, this would be the Annual Parish Council Meeting.
Due to the coronavirus epidemic, confirmation had been received from the National Association of Local Councils that it was in order to postpone the Annual Parish Council Meeting until May 2021.**

Chaired by: Councillor P Brown		Clerked by: Sue Squire
Present: Councillors P Brown S Good until Minute No. 11 I Old P Risdon Miss D Sturla D Webber from Minute No. 7.3		Agenda: - To agree that the Annual Parish Council Meeting (AGM) is postponed until May 2021 To adopt an Addendum to the Standing Orders in connection with the current situation relating to the coronavirus Representations from the public Apologies Declarations of Interest To approve the Minutes of the Parish Council meeting held on 31 March 2020 by teleconference Reports Finance Items to discuss Items to note Planning Date of next meeting
		Action:
1.	To agree that the Annual Parish Council Meeting (AGM) is postponed until May 2021. Proposed by Councillor Old. Seconded by Councillor Good. Unanimously agreed.	
2.	To adopt an Addendum to the Standing Orders in connection with the current situation relating to the coronavirus. Councillors had been circulated with the details. Proposed by Councillor Old. Seconded by Councillor Brown. Unanimously agreed	Clerk to personalise for the website
3.	Representations from the public. 3.1 Water leak outside the Parish Hall. An email dated 18/4/20 refers, copied to Councillors. Councillor Brown had reported this to South West Water and although he had heard nothing further, it was understood the problem had been fixed, but another leak had been found. Councillor Good would email the parishioner who raised this. 3.2 Glebe Bridge, West Worlington. An email dated 15/4/20 refers, copied to Councillors. It was noted that the structure was being repaired, involving a new concrete arch, which was taking longer than anticipated.	SG

4.	Apologies. Councillor Webber until Minute No. 7.3 due to technical problems joining the teleconference.	
5.	Declarations of Interest. Councillor S Good declared a Prejudicial Interest in Minute No. 11 – Planning Application 71436 – his own.	
6.	To approve the Minutes of the Parish Council meeting held on 31 March 2020 by teleconference. Proposed by Councillor Risdon to approve as a correct record. Seconded by Councillor Good. Unanimously agreed. The paper copy will be signed when physical meetings are being held again. Approval of the January 2020 meeting to be included on the July 2020 Agenda.	
7.	Reports. 7.1 County and District Councillor J Yabsley. Not present. 7.2 Councillor Brown: a) Highways / Drainage Councillors Brown and Miss Sturla had spoken about the items to include in the May 2020 Drainage Report. They intended in the next few months to walk the Parish and map all drains, gullies, grips and buddle holes. When completed they would have a meeting with County Councillor Yabsley and the Neighbourhood Highway Manager about getting the drains unblocked. Confirmation was needed from County Councillor Yabsley that he is willing to assist if the Parish Council reciprocates. Councillor Brown had sent the following Report: Road from Glebe Farm to Affeton Moor X The ditch has now been cleared from the cross roads to the bridge Bridge itself is being repaired • The stone work has been repaired and re pointed. • Work should begin this week to strengthen the bridge, this involves digging up of the road surface and concrete arch being cast in place. (the same as was carried out at the bridge below Affeton Mill a few years ago) • It seems that the bridge was in a considerably worse condition than we had been led to believe • There had been no update from County Councillor Yabsley as to a possible solution to the drainage problem near Mouseberry Farm • There are a number of drains that are blocked or obscured by vegetation and or debris • There are also a number of drainage features that are either marked incorrectly on the Highway's map or missing altogether.	PB / DS

	b) Annual Parish Magazine. This had been completed and Councillor Brown had circulated the publication by email. His Report was as follows: The Annual Parish Magazine is now finished Cost for printing should be about £198.00 for 150 copies At the last Parish Council Meeting I informed Councillors that the designer was asking for a contribution to his costs. He has sent me the following email with 2 invoices attached. Firstly I've attached the completed PDF of the booklet as sent to Instantprint this morning. As you know I have paid the cost of £198, up front, at the point of placing the order. For the Council's information, I also have my own costs, as I have used considerable quantities of both printing inks, quality Inkjet paper and standard paper during the process of design and production. In preparing the booklet I need to print out both draft copies to check layout and script and full colour copies to check that the print can be clearly read when placed over the background photographs that I have taken and subsequently chosen for the booklet. Having prepared the booklet for the last 3 years without asking for any contribution, I would like this year to submit invoices for both, to go some way towards these expenses. My time, as before I do not charge for. These costs I have sent separately as this file is already very large. Councillors were in agreement to reimburse him for ink and paper which had not been claimed in the past. 7.3 Councillor S Good on behalf of the Community Resilience Group formed to assist in connection with the coronavirus epidemic. There are a small number of people requiring help at any one time and plenty of volunteers are available. Thanks were expressed to everyone for their help.	
8.	Finance. 8.1 Balances. These had been circulated to Councillors ahead of the meeting together with budgetary figures to the end of March 2020. Lloyds Bank Treasurers Account as at 11 May 2020: £6,586.72. 8.2 The following payments were approved and authorised. Proposed by Councillor Brown. Seconded by Councillor Risdon. Unanimously agreed. Mrs S Squire Redacted under the DPA Details were shown to Councillors HMRC PAYE £48.20 Devon Association of Local Councils Two invoices. 2020/21 Subscription £59.03 Attendance of Cllr Brown at the Being a Good Employer Course on 23/1/20 £66.00 £125.03 The following invoice was received after the Agenda was published. Councillors were in agreement for it to be paid, having previously approved the cost of the Annual Parish Magazine.	Clerk Ch.No. 598 Ch.No. 599 Ch.No. 600

	Mr B Percival £198.00 plus two invoices for ink £89.99 & paper (£28.77) £316.76 8.3 The Pensions Regulator. It was noted that the Clerk had submitted the re-enrolment and re-declaration paperwork online (deadline date 30 September 2020) which has been acknowledged. 8.4 North Devon Council. It was noted that the first tranche of the 2020/21 Precept amounting to £1,850.00 had been credited to the Treasurers Account.	Ch.No. 601
9.	Items to discuss. 9.1 Transfer of land between the Parish Hall and the highway. Councillor Brown emailed the details he held to the Clerk who in turn forwarded this to Messrs Crosse Wyatt for attention. Crosse Wyatt had advised that they have heard nothing from the other party's solicitors and after making more enquiries had ascertained that before the matter can proceed much further, they require an Undertaking from Crosse Wyatt to pay their legal fees, at a cost of £2,107.20 including VAT which was requested. The Clerk to advise Crosse Wyatt that East Worlington Parish Hall had agreed to pay these costs, and the details to be passed to the Hall Committee for attention. When ground has been transferred, the liability will rest with the Parish Council and this to be mentioned to Crosse Wyatt. 9.2 Defibrillator at the Parish Hall. An email was received from South West Ambulance Service Trust on 23 April 2020 advising that arrangements were being made for the delivery. As nothing further was heard, the Clerk made further enquiries and a reply received advising it will be delivered the week commencing 1 June 2020. No reply had been received from County Councillor Yabsley regarding the possibility of funding from his Locality Grant allocation and Councillor Miss Sturla will remind him when speaking to him shortly. 9.3 Wall at the War Memorial. It was noted that the insurance policy did not cover impact damage to the wall. Three quotations had been received to repair the wall. To award the repair. Proposed by Councillor Brown to award the work to Mr C Tanner at a cost of £420.00 + VAT. Seconded by Councillor Webber. Unanimously agreed. Councillor Brown to follow this up verbally and the Clerk to advise in writing. In connection with the insurance, to decide if cover for the War Memorial should be included in future. The Clerk has obtained a quotation for the sum of £25,000. This would increase the annual premium payable by £62.60 including Insurance Premium Tax (IPT) to a new future annual premium of £365.45 including IPT. A £250 excess will apply to any one claim. As this premium is modest there will be no pro rata additional premium required until the next policy renewal date on 1st October 2020. Proposed by Councillor Risdon to cover the War Memorial under the insurance policy for a sum of £25,000. Seconded by Councillor Old.	Clerk Clerk to advise Mrs H-B DS PB / Clerk Clerk

	Unanimously agreed. 9.4 East Worlington Parish Hall. a) To elect a Parish Council representative on the Parish Hall Committee. Currently this is Councillor Risdon. Proposed by Councillor Brown. Seconded by Councillor Webber. Unanimously agreed. b) It was noted that the Parish Hall has a new Bookings Secretary. 9.5 North Devon Council. Draft planning compliance and monitoring plan 2020. Details have been forwarded to Councillors. Comments are invited by 19 June 2020. <i>Noted.</i>	Clerk
10.	Items to note. 10.1 DCC Highways. Road closure from 10 May to 12 June from Affeton Moor Cross to Woodpark Cross, West Worlington for bridge works.	
11.	Planning. The following Application was considered: ▪ 71436 – Erection of one building (workshop and store) at Grove House, East Worlington. Councillor Good was given the opportunity of addressing the meeting as to the reason for the application. Councillor Good declared a Prejudicial Interest in this item, disconnected and left the meeting. Proposed by Councillor Brown to reply ‘no objections’. Seconded by Councillor Old. Unanimously agreed.	Clerk
12.	Date of next meeting. Tuesday 28 July 2020 at 7.30pm. Depending on the situation regarding social distancing and gatherings of people it may be necessary to hold a teleconference to deal with items to be covered at this time. The meeting ended at 8.18pm.	
Summary of Decisions: ➤ Annual Parish Council Meeting to be postponed until May 2021 due to the coronavirus ➤ Addendum to Standing Orders ➤ Minutes of 31 March 2020 ➤ Payments ➤ Award of contract to repair the wall by the War Memorial ➤ Planning		
These Minutes are agreed by those present as being a true record.		
Signed: Chair of East Worlington Parish Council.		Date: