

Minutes of East Worlington Parish Council Meeting held on Tuesday, 26 November 2019 in the Parish Hall at 7.30pm.

Chaired by: Councillor P Brown		Clerked by: Sue Squire
Present: Councillors P Brown S Good from Minute No.52 I Old Miss D Sturla P Risdon D Webber 6 Members of the public		Agenda: - Representations from the public Co-option of Parish Councillor to fill the remaining vacant seat on the Parish Council Apologies Declarations of Interest Approval of Minutes of the meetings held on 24/9/19 and a Planning Committee Meeting held on 21/10/19 Reports Matters Arising Planning and Planning Correspondence Finance Correspondence & Notices / Publications received Matters raised by Councillors / Clerk Training Matters raised at the discretion of the Chairman Items for the next Agenda Date of next meeting
		Action:
51.	Representations from the Public. 51.1 A resident spoke about his property which was the subject of a recent Planning Application and where the Parish had a number of concerns regarding the size and structure. Bats. It was confirmed that the householder had worked with England Heritage and it was not possible to extend the building. There were bats in the property and a new home has to be built for them following a Bat Survey with the acceptance of the ecologist at DCC. The householder intends to work from home. Grey Water. The original Planning Application should have included a water treatment works which will be installed to address and recycle the water. Soakaway. The new building will have professional drains installed. Size. It has to be equal size for the bats in their current habitat. The overhead line is a problem which cannot be undergrounded. If planning consent is given, local timber and contractors will be used. North Devon Council Planning Department does not have a concern. Councillors considered that as the response had been sent, this would stand. 51.2 State of Rull Hill. Councillor Brown advised that after the last meeting, all potholes had been reported. Any that had not been fixed were not classified as potholes. 51.3 Transfer of land between Parish Hall and main road from Church to Parish Council. Councillor Brown suggested that he meets with the Parish Hall Committee and Mr and Mrs B Hurst-Bannister to discuss the transfer. The meeting also to be attended by Councillor Miss Sturla.	PB / DS
52.	Co-option of Parish Councillor to fill the remaining vacant seat on the Parish Council.	

	A letter of application had been received from Mr S Good who gave an outline about himself, explaining that he wanted to assist villagers. Proposed by Councillor Old to co-opt Mr Good. Seconded by Councillor Miss Sturla. Unanimously agreed. Newly co-opted Councillor Good took his place around the table, signed various paperwork and was handed relevant Parish Council paperwork to study.	
53.	Apologies. None	
54.	Declarations of Interest. None.	
55.	Approval of the Minutes of the Parish Council meeting held on 24 September 2019 and the Planning Committee Meeting held on 21 October 2019. Approved and signed as a correct record. As a follow up, it was noted that DCC will not write to landowners of overgrown hedges.	
56.	Reports. ⇒ 56.1 Chulmleigh Community College Academy Trust. No Report. ⇒ 56.2 County Councillor J Yabsley. No Report. ⇒ 56.3 District Councillor J Yabsley. No Report. ⇒ 56.4 Emergency Plan. Councillor Brown advised that a new document had not been drawn up as that which is in place at present is adequate. to confirm that he has drawn up a document as a plan. There had been a meeting about a new emergency plan and any new plan would have to be prepared to a template. Councillor Risdon suggested that local people were asked if they were interested in assisting with a new document. ⇒ 56.5 Parish Hall Committee. Councillor Risdon as the Parish Council's representative advised there had not been a meeting. Since the last Parish Council meeting there had been the grand opening of Parish Hall foyer; brunch on Remembrance Sunday and a quiz night. The Christmas Tree lights will be turned on by the School children, the Christmas lunch is on 10 December and another quiz on 20 December. ⇒ 56.6 Drainage Report. Councillors Brown and Miss Sturla. It was noted that the DCC Neighbourhood Highway Manager had responded to the Drainage Report dated 22/10/19 which advised that very little could be done. This month's Report had not yet been done and there had been a poor result from the last Report. The two drains outside the Parish Hall had still not been done. There is concern about the road at Mouseberry. County Councillor Yabsley would allocated funding from his Locality budget if the Parish Council could sort out the drainage and landowners. The problem is the road side, which was technically the landowner's responsibility and Highways will not enforce this. Highways have said they are not going to do much in the Parish in the future. ⇒ 56.7 Website. Councillor Brown advised that new regulations regarding an Accessibility Statement to be in force by September 2020. Most of the	To be followed up locally

	website is in order with some items requiring addressing. A major problem of the community website is the BT list on the side and another problem is when users zoom in and out when the page should be reformatted. PDF files have to be a certain style and not bold. ⇒ 56.9 Planning Advisory Group. Councillor Brown advised there was nothing to report. ⇒ 56.10 Personnel Committee. Councillor Old is no longer a Member of this Committee. Councillor Brown to give the present position. Councillor Miss Sturla proposed that Councillor Good became a Member of the Committee. Seconded by Councillor Webber. Unanimously agreed. ⇒ 56.11 Worly Olympics. Councillor Brown advised there had been a meeting to start the planning process for this event to be held on 31 August. It was hoped that the entrance fee will offset the costs of the hire of tables, chairs and portaloos.	
57.	Matters Arising. 57.1 Highways Issues. An update on the situation around the Parish had been covered under Minute No. 56.6. 57.2 Road Warden Scheme. It was noted that the Parish Council is now part of the DCC Road Warden Scheme. It was noted that the Parish Council's insurers had confirmed that the revised wording of Clause 5.2 in the Agreement as it now reflects the cover provided to the Parish Council under the Public Liability section of DCC's Policy. It was note that Councillor Brown and Sturla are booked on a Chapter 8 training course in March. It was noted that the cost of the course will be met by DCC. 57.3 Caravan at Tweenmoors. It was noted that a reminder had been sent to DCC for the present position, after being advised in an email of 19 September that a site visit would be undertaken in a few weeks. A reply had been received advising _____ 57.4 Storage of Parish Council Documents. The Clerk had made an inventory of the documents which had been circulated to Councillors separately. No out of date documents to be taken to the North Devon Record Office, only documents that we are obliged to keep. 57.5 Climate Emergency Network. Councillors further considered this item which was deferred from the September meeting. The details had been re-sent to Councillors. In this connection, two emails had been received from DCC (forwarded to Councillors at the time), headed 'Devon Climate Emergency' and 'Devon Climate Emergency: Devon Carbon Plan process is launched – residents called on to give their ideas'. Details to be put on the notice board and in the magazine. If parishioners wish to share ideas, this would be welcome.	Clerk to advise Highways
58.	Planning & Planning Correspondence. There was no Planning Applications to consider. Thornham Chapel.	

59.	Finance. 59.1 Balances. Lloyds Bank Treasurers Account as at 11/11/19: £6,256.72. The details were circulated to Councillors ahead of the meeting together with budgetary figures to the end of October 2019. 59.2 Councillors considered a request for a donation from the following: • South West Heritage Trust on behalf of the North Devon Record Office. The letter had been circulated separately to Councillors Councillors decided not to make a donation. • Worlington Parochial Church Council together with the latest set of accounts which had been circulated separately to Councillors. Councillor Risdon proposed a grant of £340. Seconded by Councillor Webber. Unanimously agreed. • Torrige, North, Mid & West Devon Citizens Advice together with the latest set of accounts which had been circulated separately to Councillors. Councillors decided not to make a donation. 59.3 The following payments were approved and authorised: Mrs S Squire Redacted under the DPA Details were shown to Councillors <table border="0"> <tr> <td>HMRC</td> <td>PAYE</td> <td>£48.40</td> </tr> <tr> <td>DALC</td> <td>Two publications, as noted under Item 12.</td> <td>£ 6.98</td> </tr> <tr> <td>DALC</td> <td>Fee for 'Being a Good Councillor' Short Course attended by Cllr Old</td> <td>£36.00</td> </tr> <tr> <td>Worlington Parochial Church Council</td> <td>Donation for upkeep of Churchyard</td> <td>£312.00</td> </tr> </table> 59.4 2019/20 Insurance. It was noted that acknowledgement had been received from Came and Company Local Council Insurance for the payment of £302.85 and confirmation that the Policy has been renewed for another year, ending on 30/9/20. 59.5 North Devon Council. It was noted that the second tranche of the 2019/20 Precept (£1,750.00), Parish Grant (£196.00) and Grant Assistance (£11.70), totaling £1,957.70 had been credited to the Treasurers Account. 59.6 2019 Audit. It was noted that this had been satisfactorily concluded with no issues raised. 59.7 To set the 2020/21 Budget and Precept. The meeting went into Part II Confidential to review the Clerk's salary. The Clerk and member of the public left the room while the item was discussed. The 2020/21 Budget was proposed by Councillor Old, seconded by Councillor Webber and unanimously agreed. Councillor Old proposed that the Precept was increased from £3,500 to £3,700. Seconded by Councillor Webber. Unanimously agreed.	HMRC	PAYE	£48.40	DALC	Two publications, as noted under Item 12.	£ 6.98	DALC	Fee for 'Being a Good Councillor' Short Course attended by Cllr Old	£36.00	Worlington Parochial Church Council	Donation for upkeep of Churchyard	£312.00	Clerk Ch.No. 585 Ch.No. 586 Ch.No. 587 Ch.No. 588 Ch.No. 589 Clerk to advise about Worly Olympics Clerk to advise NDC
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60.	Correspondence & Notices / Publications Received (these were placed on the table & available to read). 60.1 Came and Company, Parish Council's Insurers. It was noted that the relationship with Came and Company and the supply of their services to the Parish Council will now be governed by the Gallagher Terms of Business Agreement.													

	60.2 North Devon Council. Special Parish Forum Meeting on Tuesday, 3 December 2019. 60.3 Environment Agency. Email, circulated to Councillors, headed 'Water Challenges and Choices consultation is now live' – running to 24/4/20. 60.4 Transfer of land from the PCC to the Parish Council. The Diocese of Exeter has the paperwork ready for the transfer. To agree that the Parish Council pays all the costs involved on both sides. To make a decision regarding the terms of the Lease. Councillor Old proposed that delegated powers were given to Councillor Brown to proceed with other parties to an upper limit of £750 for both sides as the Parish Council contribution towards the complete transaction. Seconded by Councillor Miss Sturla. Unanimously agreed.	
61.	Matters raised by Councillors/Clerk. 61.1 2020 Meetings. The following was agreed: All on Tuesdays in the Parish Hall at 7.30pm: 28 January; 31 March; 26 May (Annual Parish Council Meeting); 28 July; 29 September; 24 November. No other items had been raised by Councillors.	
62.	Training. Councillor Brown is booked to attend a 'Being a Good Employer' course on 23/1/20. Two books had been requested by Councillor Old (The Good Councillor's Guide to Finance and Transparency' and 'The Good Councillor's Guide to Neighbourhood Planning". Councillor Old had attended a 'Being a Good Councillor Short Course on 15/10/19.	
63.	Matters raised at the discretion of the Chairman. Defibrillator. A meeting to be arranged between the Parish Council and Parish Hall.	
64.	Items for the next Agenda. Those identified from these Minutes.	
65.	Date of next meeting. Tuesday, 28 January 2020 in the Parish Hall at 7.30pm. The meeting ended at 9.26pm.	
Summary of Decisions: ➤ Co-option of Parish Councillor ➤ Minutes of 24/9/19 and Planning Committee on 21/10/19 ➤ Councillor Good to be a Member of the Personnel Sub Committee ➤ Donation of £340 to Worlington PCC for the upkeep of the Churchyards ➤ Payments ➤ 2020/21 Budget and Precept ➤ Delegated powers up to £750 given to Councillor Risdon in connection with transfer of the land from the Church to the Parish Council		
These Minutes are agreed by those present as being a true record.		
Signed: Chair of East Worlington Parish Council:		Date:

