

Minutes of the Parish Council Meeting held on the 16th July 2019

Present

Councillor Yvonne Isaac Chairman

Councillor Lorna Pincombe Vice Chair

Councillor Michael Folland

Councillor Ewan Huggons

Councillor Martyn Hookway

District Councillor Michael Clarke

Item 1 Apologies for absence.

Apologies were received from: County Councillor Andrew Saywell, Councillor Derrick Challacombe, Councillor Tracy Stevens, and District Councillor Rose Locke

Item 2 Minutes of the Annual General Meeting held on 14th May 2019 were taken as read and signed as correct

Minutes of the Parish Council Meeting held on the 14th May 2019 were taken as read and signed as correct

Item 3 Declaration of Interests

Declaration of Interests received from Councillors' Ewan Huggons and Martyn Hookway and Yvonne Isaac.

Item 4 Declaration of Acceptance of Office

Declaration of Acceptance of Office received from Councillors' Martyn Hookway and Ewan Huggons

Item 5 Members of the public present to raise any matters of concern.

There was one member of public in attendance who was disappointed that the gate to the Playing Field was not open to the public. Councillor Isaac will contact RCPAL

API

Item 6 Matters arising from the previous Parish Council Meeting held on the 14th May 2019.

Action Points from previous meeting. 1-5

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1. Councillor Yvonne Isaac to write the new Clerks contract including the salary scale. **AP1**
 2. The Clerk will write to Mrs Wass and confirm her appointment and contact the unsuccessful applicants **AP2**
 3. Councillor Yvonne Isaac will contact the payroll at Torridge District Council with the details of the new clerk and the agreed pay scale, and the employment termination date of the current clerk. **AP3**
 4. Clerk to renew the Insurance at last year's level to ensure continued liability protection for the Councillors. **AP4**
 5. Councillors Yvonne Isaac and Derrick Challacombe will liaise with the RCPAL secretary to obtain information about the forthcoming changes to the village field so that they can be added to the Insurance policy at the appropriate time. They will also confirm with Community First that this can be achieved using our current policy. **AP5**
- All actions points from the previous meeting were discharged.
 - Has the issue of RCPAL'S Insurance cover on the Village Field been resolved?
It was reported the RCPAL Liability Insurance Cover is for 8 acres public land including football pitch, wooded areas, a tennis court, a car park, 6 pieces of play equipment and 4 houses
Parish Council Liability Insurance Cover is for Office Contents, Business Interruption, Personal Accident, Libel & Slander, Legal Expenses to include Home of Clerk, Officials Indemnity, Clerk & All Clerical Employees, Clerk and Council Members plus Defibrillator, Heated Cabinet and 6 pieces of Play Equipment.
The Play Equipment is approximately 70.00 p.a. to be adjusted next renewal once all works are completed
A member from the floor asked whether RCPAL members are insured and Councillor Yvonne Isaac will liaise with the RCPAL to confirm **AP2**
 - Completion of NatWest signatory forms of new Councillors.
It was reported Nat West have recently changed their procedures to change signatories for Banking. Existing signatories to telephone Nat West, a form will be issued for the existing and new signatories to be completed and returned. **AP3**
 - Vacant Snow Warden.
Councillor Martin Hookway will hold this position

Reports from Councillors.

- TAG representative Councillor Isaac
No report

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- Planning Subcommittee Councillor Folland and Stevens (Chair of Planning subcommittee Vacant)

Councillor Lorna Pincombe will hold this position.

It was discussed whether the Planning Subcommittee should hold separate meetings and applications decided at open meetings of the Parish Council. AP4

- Snow Warden Councillor

Councillor Martyn Hookway will hold this position

- Web Master Councillor

Councillor Ewan Huggons will hold this position

- Highways Councillor

No report available

- Defibrillator management

It was reported a new battery for the Defibrillator was purchased and has been installed and in working order. The cost was £288.00 with a four year guarantee

- District/ County Councillors report.

Councillor Saywell reported, in his absence, the following:-

New Neighbourhood Highways Officer:-

The new Neighbourhood Highways Officer is Sarah Campbell.

New Parish Clerk:-

He welcomed the new Parish Clerk and thanked the retiring Clerk for her work and help during the past two years.

Highways 'Pilot':-

Initial findings are how they can break down the various systems that have developed over time. An example, a simple patching and surface dressing scheme in West Devon involved 20+ stages and more than a dozen site visits. Although ongoing they will be looking a Torrington soon as an urban area. All parishes in Torrington Rural will be invited to a one to one meeting with Highways to discuss their local priorities with them shortly.

Fire Service Consultation:-

There is no threat to stations at Torrington, Chumleigh or Hatherleigh. Rural coverage in Torridge/North Devon could actually get strengthened if the 'roving appliances' policy is adopted. There are 'drop in' sessions being held in Bideford and Barnstaple over August and more information can be found online here <http://www.dsfire.gov.uk/SaferTogether/ServiceDeliveryConsultation//TakePartInTheConsultation.cfm?siteCategoryId=18&T1ID=T2ID=460>

Ash Dieback:-

Devon County Council has launched a new campaign to help tackle Ash dieback. More information can be found here

<https://www.devonnewscentre.info.my-tree-responsibility-campaign-launched-to-tackle-ash-dieback/>

Councillor Clarke reported,

Councillor Clarke is now lead Council for the Homeless in the Torridge area.

It was reported that Southwestern Housing Society are keen to work with Councils to help people stay in their local communities. They provide quality affordable homes within the Southwest

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Item11 Planning applications.

Councillor Folland vacated from the meeting

Appeal application Barn At Grid Reference 257022 117175, Roborough, Devon.
It was agreed the application, carried unanimously and TDC be advised. **AP10**

Councillor Folland returned to the meeting

Item12 Correspondence

TDC are undertaking an audit for all play areas and open spaces as part of a Torridge Play strategy. The questionnaire will be completed and returned **AP11**

Item 13 Cheques for signature

Cheques for signature at the meeting

Lesley Glover	£ 30.00	Cheque Number 458
DALC	£ 36.00	Cheque Number 459
Cardiac Science	£288.00	Cheque Number 460

Item 14 Any other Business

It was reported the drain outside Marys Stevens's house needs inspection **AP12**
Councillor Pincombe requested Councillor Course **AP13**

Date of next meeting

A request was made to change day to Wednesday for future meetings.
The next meeting will be held on 11th September 2019 at 7.30p.m. at the Village Hall

Meeting closed 8.35 p.m.

Chairman's signature..... Clerks signature.....
Date.....

Presentation to Retiring Clerk

Presentations were made to Liz Bowden for her dedication and services as Parish Clerk for Roborough and wish her well for the future
Flowers and gift voucher were kindly donated by all Councillors'.