

Draft
Minutes of Roborough Parish Extraordinary Council Meeting held on 23rd June 2020n at 7.30 via
Zoom

Present

Councillor Yvonne Isaac Chairman	Councillor Lorna Pincombe Vice Chair
Councillor Michael Folland	Councillor Martyn Hookway
Councillor Ewan Huggons	Councillor Tracey Stevens
Councillor Derrick Challacombe	District Councillor Rosemary Lock
County Councillor Andrew Saywell	District Councillor Michael Clarke

Item 1 Apologies for absence: Cllr Martin Hookway

Item 2 Minutes of the Parish Council meeting held on 15th January 2020 were taken as read and signed as correct.

Item 3 Members of the public present to raise any matters of concern.
Matters of concern were raised from the floor under item 9
In attendance Mr Chris Hoole, Mrs Verlie Hookway

Item 4 Declaration of Interests.
There were no new interests declared

Item 5 Matters arising from the previous Parish Council Meeting held on the 15th January, 2020.

Action Points from previous meeting. 1-10

- Cllr Hookway agreed to check on the salt levels in the bins within the Parish (AP1)
- It was agreed Nat West to be contacted regarding the progress of the application form (AP2)
- It was agreed to contact Deep Moor recycling and further investigate other forms of grants/funding. (AP3)
- It was agreed to apply for Locality Budget Grant (AP4)
- Cllr Lock agreed to liaise with Mr Hoole and Mr Parton and request a copy of the correspondence from NDC and to look into the matter (AP5)
- It was agreed that the Roborough Parish Council will contact Enforcement Officer for NDC regarding Eaglescott Airfield contravening their Planning application for operating a commercial airfield (AP6)
- It was agreed that correspondence to be sent to Mr Wilmott noting his contents. (AP7)
- Precept to be applied for the year 2020/2021. (AP8)
- Nominations for Royal Garden Party – It was agreed Cllr Hookway to be nominated (AP9)
- Torrington 100 leaflet has been provided and it was agreed to be put in the notice board (AP10)

Action points from previous meeting not discharged

- Nat West signatory forms for new Cllrs (AP2)

Action points 1-10 from the previous meeting were discharged with the exception of Bank Mandate (AP2)

Reports from Councillors.

Draft

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- TAG representative Councillor Isaac
No matters to report
- Planning Subcommittee Councillors' Lorna Pincombe, Michael Folland and Tracey Stevens
No matters to report
- Snow Warden - Councillor Martyn Hookway
No matters to report
- Web Master - Councillor Ewan Huggons
It was reported the Parish Council website is running smoothly.
Cllr Huggons proposed and Cllr Challacombe seconded that Vision ICT to carry out accessibility statement at the cost of £45 plus vat (AP1)
- Highways - Councillor Derrick Challacombe
It was reported Ten Oaks to Ebberly road is badly degraded. Cllr Saywell advised to report road damage and DCC have now caught up with pot holes and drainage due to Covid-19 (AP2)
- Village Hall
It was reported Village Hall is currently closed and they have been awarded £10k for Covid-19
- Defibrillator management - Councillor Ewan Huggons
It was reported the Defibrillator is checked regularly and working well. Cllr Huggons will look into revamping BT kiosk (AP3)
- District/ County Councillors report. Councillor Saywell and Councillor Lock/Clarke

County Councillor Saywell

Cllr Saywell reported that regular updates were sent out and thanked everyone in Roborough for supporting the community

There are 829 cases of Covid-19 in Devon less Plymouth and Torbay. Torridge has 36 cases and received no new cases for 4 weeks. North Devon have reported 92 Cases. West Devon reported 53 and no new cases for 5 weeks. Cllr Saywell advised we must maintain safe distance, confidence, be careful, sensible and vigilant as we go back to normality

We are a Beacon Council and have powers to manage local areas should a 2nd wave of Covid-19 arise. A parking bay in Great Torrington has been removed to alleviate stress by the Coop store and an informal one-way system installed on the pavements.

District Councillor Lock

Cllr Lock reported A local Model Code of Conduct were being discussed. The RNLI is re-instating lifeguards at Westwood Ho! Car parking in Torrington is free for another 2 weeks. Planning application by Cllr M Hookway is online

District Councillor Clarke

Cllr Clarke reported that redundancies are imminent and Stacey Dori to use funds for any rent arrears, in the short term, while residents are not working. Disability grants are working well but expensive objects or building ramps etc would be means tested and urged people to apply – the service is free.

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Item 6 Year End Accounts

It was proposed by Cllr Pincombe and seconded by Cllr Stevens to receive and approve Year End Accounts: -

- (a) The Annual Internal Audit Report
- (b) The Annual Governance Statement (Section 1)
- (c) The Accounting Statement (section 2)
- (d) Variances
- (e) Bank Reconciliation Year End 2019/2020
- (f) The Certificate of Exemption
- (g) Notice of Public Rights and Publication and addendum

The Chairman to set the commencement date for the exercise of Public Rights 24th June to 4th August 2020 and all to be published on the Website (AP4)

Item 7 Financial report (Clerk)

NatWest Current Account	£7544.35
Nat West Reserve Account	£ 380.36
NS&I	£1725.70

- Nat West current account new signatures - application sent 17.12.19 and hand delivered to the branch on 27.2.20. It was agreed to apply for on-line banking and persevere with the change of signatories (AP5 and outstanding AP2)
- NS&I interest rates will be reduced on 1st May from 1% to 0.7%
- TDC Grant Scheme Cllr Lock & Cllr Clarke DCC Grant Scheme Cllr Saywell, Precept and Covid-19 grants have been received.
- Nat West interest rates will be reduced on 29th May from .20% to 0.01%

It was reported by Cllr Lock that Zoom meetings, food parcels, paper, ink, petrol etc were covered by the Covid-19 fund.

It was reported by Cllr Huggons Zoom yearly subscription is £119.99 and it was agreed to subscribe for a further month at £11.99.

Item 8 Devon Air Ambulance night landing site

It was Proposed by Cllr Folland and Seconded by Cllr Pincombe for the acceptance and installation of Devon Air Ambulance night light

Item 9 Helicopter noise nuisance east of the village

Mr Hoole expressed his disappointment with the response received from the Planning Department and in particular NDC cannot control local airspace. Residents have responded to NDC and they would not disclose further information and that they should apply under the Freedom of Information Act. It was reported that the aircraft are 5 tons in weight, carry 2 tons flammable Jet Fuel, travel at

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200-300 miles an hour with onboard training pilots. Furthermore, should an accident occur a huge area would be obliterated. Residents report evidence commercial jets are landing at the airfield.

Mr Hoole thought it reasonable to enquire whether the operation was acceptable or that they had no evidence it was unacceptable and asked the Parish Council to seek clarification and how they reached their decision

Cllr Saywell suggested contact made with MP Cox and MP Saxby to engage with Civil Aviation Authority

Cllr Lock suggested contact made with Cobham Academy. Furthermore, there will be a Zoom meeting with MP Geoffrey Cox and the matter will be brought to his attention on Friday. Mr Hoole would liaise with Cllr Lock on this matter.

Cllr Clarke reported no further update.

It was agreed the Parish Council would seek clarification from NDC on how they reached their decision (AP5)

Item 10 Correspondence

Received from Torridge District Council to confirm Elected members and Declaration of Interests. The Clerk has completed the declaration

The Pensions Regulator for Re-enrolment and Re-declaration to be submitted by 1st Sept 2020. The Clerk has completed the declaration

Urgent request from DALC requesting information on St Peters Church Cemetery vacancies. The Clerk disclosed there are 8 bury plots available

Cabinet Office has confirmed the May elections will be postponed until next year.

Item 11 Cheques for signature

Cheques signed since last Parish Council Meeting: -

Vision ICT	£210.00	Cheque No. 465
Roborough Hall	£ 75.00	Cheque No. 466
DALC (Membership)	£ 63.26	Cheque No. 467
TDC Payroll	£823.00	Cheque No. 468
Community First Insurance	£202.66	Cheque No. 469
Lesley Glover (Auditor)s	£ 20.89	Cheque No. 470

Cheques for signature at the meeting:-

Ewan Huggons (reimbursement for June's Zoom membership) £14.39

Ewan Huggons (reimbursement for July's Zoom membership) £14.39

Item 12 Any Other Business

Abandoned car reported and removed.

Vauxhall Astra CF02 UPL abandoned in West Road and reported to DVLA for removal.

Date of next meeting

15th July, 2020

Meeting closed at 20.32