

WEST DOWN PARISH COUNCIL MINUTES

Meeting held via Zoom on
Wednesday 3rd February 2021 at 7:30pm.

Present: Cllrs. C King (Chair), S Ayre (Vice Chair), R Drew, M Reeves, S Squire, T Verney, K Oades, M O'Halloran, C Cllr. A Davis and D Cllr. M Wilkinson.

Apologies: None.

Note from the Chair. After the Co-option application process, we are very pleased to welcome Mark O'Halloran onto the Parish Council.

4286. Public Speaking. None.

4287. Police Report.

The newsletter is to be put on the village website. A summary of contents: -
Coronavirus Information, Stay Alert, Stay Home, Protect the NHS, Save Lives.

Wear a Mask, Social Distance and Wash Hands regularly.

Domestic Abuse advice, where to go for help.

Be aware of Fraud and Scams. Verify information and use official channels. How to protect yourself.

Ways of contacting the Police.

The January crime figures for **Mortehoe/Woolacombe & West Down, Includes Mullacott & Bittadon**. Violence without Injury 3, Criminal Damage 1, Public order offences 1, Non-Notifiable Offences 1. Burglary – Dwelling 1 and Other offences 1.

4288. Minutes of the last meeting.

The January Minutes were approved and signed.

4289. Matters Arising.

a. 4271b. Planning Infringements – Wood Lane.

Notification has been received that the structure meets the planning requirements for a Mobile Home but other infringements found will need planning approval.

b. 4271c. Stang Lane hedges.

A discussion between the Land Owner and the Clerk revealed that the Hedges would not be trimmed this year due to personal circumstances intervening.

c. 4271g. Guttering on Dean Lane Bus Shelter.

This is still pending, Cllr R Drew, and M O'Halloran to take a look.

d. 4271d/4283b. D Cllr Grant.

After taking advice, it was not possible to use this grant to buy PPE for local organisations. Therefore, the idea of a Rainbow Bench was approved and sourced. This is to be placed at the Parish Hall for use of the public when visiting there. The decision needs to be made as to whether it remains the property of the Parish

Council or it is gifted to the Parish Hall. This will decide if it is necessary to amend the Asset Register and Insurance. The bench is to be secured and Cllr T Verney has donated the means to do so. Thanks, given.

4290. Report from County Councillor.

Due to the report being lengthy it has been added as an Appendix.

The main points are.

Coronavirus updates from Devon County Council.

Further social care funding.

Care and Health working priorities across Devon.

Mass vaccination programme.

Community Testing.

A new site is being set up in Barnstaple at the Civic Centre and is due to open the week commencing 8th February 2021. This is for workers who are unable to get tested through their workplace. Please use the link devon.cc/testing to book an appointment.

Children's Services.

Half term arrangements for children who receive free School meals.

Devon Recycling Centres are still open, with restrictions.

Highways Update.

Call for Evidence, seeks views and evidence from all those with an interest in rural transport.

Trimstone Lane is closed for emergency works.

Thanks, were given to C Cllr A Davis for all her support.

4291. Report from District Councillor.

a. The D Cllr Grant will be available next year so think about what you may need.

b. Funding has been found for a Climate Relief Officer to be looking at positive moves to help with Climate change.

c. A ban on polystyrene body boards is being looked into and encouraged in conjunction with Plastic Free Devon.

d. Business relief is available. Details on the NDC website.

e. Willingcott Planning infringements are still being looked into.

Thanks, were given to D Cllr M Wilkinson for all his support.

4292. Acorn Developments.

It was agreed unanimously to move Agenda item no.10 forward so as to include D Cllr M Wilkinson in the discussion before he leaves the meeting.

a. The settlement of the S106 is in negotiation. This is being overseen by the Chief

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3/3/21

Executive K Miles. What is known for sure is that what has been asked for is not what will emerge.

b. Damien Hunter, the Senior Legal Officer from NDC has moved to Torrridge so is no longer involved in the negotiations.

c. As of 31st January, Michael Tichford, Head of Place, is no longer employed by NDC and Nina Lake is standing in until a replacement is found.

d. The split of the S106 funds can not be changed or added to, i.e., no other parties can receive funds from it other than the ones that have already applied. It will be the Parish Council that will decide the split of the funds received.

4293. P3 Footpath Surveys.

a. Footpath 12 is flooded, the bridge over is underwater. There is a blockage further up stream which is causing the problem. It will need the stream deepening and the blockage removing with an overflow channel. The estimate for these works is approx. £500 but it is felt that it could well be more. Tender to be advertised. Longer term, the bridge needs raising and some of the boards replacing. This is estimated to cost £2500. There is concern that the slope down to this area is very slippery and may cause problems. It may be necessary to close the footpath temporarily, P3 to be consulted. Unanimous approval. Thanks, given to Cllrs K Oades and T Verney for their help on this. The landowners need to be contacted. Clerk.

b. Cllr M O'Halloran has been allocated Footpaths No. 5 and 17. Cllr K Oades to supply him a copy of the Map.

c. The P3 Summary needs to be submitted by the 15th. It is agreed that the works on Footpath 12 is to be claimed in the Grant for next year.

4294. Village Sign.

Cllr M Reeves is hoping to re-instate the Village Sign after the Lockdown.

4295. GDPR.

Is still under construction by Cllr S Ayre. We need to register with the Information Commissioners Office, £35 online or £40 by cheque. It is necessary to ensure that details are kept safe and secure. A dedicated GDPR person must be appointed. A Privacy Notice is to be advertised in the notice board and on the website. Cllr M Reeves is to assist with this.

4296. Award Scheme.

A tear off slip has been included on the Community Shop Newsletter to be used for nominations to the Award Scheme and some have been received back already. It was agreed unanimously that members of the Parish Council are also able to vote. It has been possible to source a suitable award to be made by a local artist.

The cost of this is to be determined and an allowance in the Budget next year needs deciding. It is hoped that the Village Green Field will be able to hold a Parish Party in the Park where a presentation could be made.

4297. Grant Fund Policy.

Following the decision to award the grant 21/22 to the WDCPTFA ahead of time it was necessary to amend the Policy to cover this situation. Cllr M Reeves had drawn up a draft. This was proposed by Cllr T Verney and Seconded by Cllr M O'Halloran. Unanimous agreement received. The amendment is to be added and the document redistributed.

4298. Rural Transport.

The form supplied for the Rural Transport was very difficult to complete, not at all user friendly. It was agreed that the Clerk would complete the form on behalf of the Parish Council. A Community Bus or Shuttle Bus is an option that was discussed.

4299. Planning - Decisions from NDC.

a. None.

4300. Planning Applications

a. None.

4301. Correspondence.

a. None.

4302. Online Banking.

The online banking is now set up with the Clerk to set up the payments and Cllr S Ayre to authorise. It will be used this month and there will be a report on it at the next meeting.

4303. Finance.

a) Bank Statements.

(1) Current Acc.	As at 31 st January 2021.	£ 3,904.62 reconciled.
(2) 30 Day Notice Account.	As at 31 st January 2021.	£ 4,807.95 reconciled.
(3) Petty Cash.	As at 31 st January 2021.	£ 0.25 reconciled.

b) Online Payments.

NDC	Clerk Salary	£ 195.73.
Reformed Plastics	Rainbow Bench	£ 399.00.

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3/3/21

4304. Unresolved Questions.

- a. None.

4305. Items to be added to next meeting Agenda.

- a. Award Scheme.
- b. GDPR.
- c. Meetings after May 2021
- d. Acorn.
- e. Apologies and Approval of.

4306. Any other business.

- a. Police Advocate. Items of interest are being forwarded from Cllr S Ayre.
- b. Road repairs at Churchill Cross and Ilfracombe Hill have been done.
- c. The Census is due this year. A poster has been put on the website.
- d. New Councillor Courses have been investigated and the details given to Cllr M O'Halloran. Totalling £60 + vat. Unanimously agreed. Clerk to book.

The meeting was closed at 21:50.