

**Minutes of the Remote East Down Parish Annual Meeting  
on Tuesday 4<sup>th</sup> May 2021 starting at 7.30 p.m.**

**Present:** Cllrs Mr M. Wright (Chairman), Mr R. Crossman (Vice Chair), Mr R. Tarr and Mrs M. Done (Clerk).

Cllr Mr M. Wright welcomed everyone to the meeting.

**1. Apologies.** Cllrs Mrs E. Kempf and Mr. K. Phillips (both have dispensations for absence during the pandemic), Cllr Mr. M. King, District Cllr J. Tucker and County Cllr Ms A. Davis.

**2. Minutes.** The minutes of the meeting on 13<sup>th</sup> May 2019 had been accepted and signed on 25<sup>th</sup> July 2019. It was recorded that owing to the pandemic the annual parish meeting had not be held in 2020.

**3. Matters arising from the minutes:** none.

**4. Chairman's Report.**

**East Down Parish Council Chairman's Report 2020/21**

In this year of Covid-19, the UK has mostly been in lockdown, and the ability to conduct face to face council meetings has been curtailed. The council has however been able to meet virtually via Zoom when needed, although technology limitations have meant that two councillors, Cllr. Phillips and Cllr. Kempf have been unable to participate. They remain full members of the Council, having been granted a dispensation in recognition of the difficulties they faced. Council activities, reflecting the wider picture, have been obviously curtailed in some respects. Planning applications continued to be reviewed by the council, and, where appropriate, the council made comments to North Devon District Council.

The Parish Council finances continue to be healthy, with good reserves and a number of ringfenced sums for planned future expenditure, including the Parish Paths Partnership, Computer Facilities Flood Resilience (Emergency Plan).

Thanks to our district councillor, Joe Tucker, who has been available to Zoom with us on most occasions, and as a side effect of the technology solution chosen, meetings have been short, although we have had the ability to increase the length where there is a requirement for further discussion.

Thanks are also due to Andrea Davis, who has mostly contributed with a report due to timing conflicts with other council meetings.

Of note in the early part of the year was the completion of the Parish Emergency Plan, ably steered by our clerk, Margaret Done which has been completed involving the procurement of signage and facilities to allow the parish to manage emergency situations better.

Our Vice Chairman, Rod Crossman, has done sterling work recently in mapping, assessing and documenting the drains in East Down. This has allowed us to provide an update to Devon County Council for their maps / records and will ensure that the work in future to check and clear drains is co-ordinated.

The year of Covid-19 has meant that there have been a huge number of communications from many statutory bodies which have had to be logged and circulated. Combined with the need for a new system to authorise payments etc., our Parish Clerk has worked very hard to support the Council in these challenging times for which thanks are again due.

Thanks again this year to Councillor Phillips for his snow warden duties, including storing supplies and checking on the grit and salt stocks in the local bunkers.

Thanks are due again to Councillor Tarr for his continued maintenance and update of the Council website which is kept up to date and is a useful structured source of information for both parishioners and visitors to the parish. In addition he has been able to report issues with the Parish Paths to Simon Houghton for action.

On behalf of the members the Clerk thanked the Chairman for guiding the Council through a very testing time and enabling the business of the Council to run smoothly.

**5. Financial Report.** Parish Council bank balances 31<sup>st</sup> March 2021

**Parish Council Account £7457.08** (Income 1<sup>st</sup> April 2020 – 21<sup>st</sup> March 2021 £4379.84, Payments £3088.81) Income over expenditure £1291.03

Earmarked sums: £600 Computer Equipment and balance on grants:

Defibrillator £242.72

High Visibility clothing £257.59

Emergency Plan (Scheme 1) £230.97,

Emergency Plan (Scheme 2) £783.25

COVID grant £222.80)

Asset: Projector (covered by increase in Community First insurance).

**Parish Paths Account £1056.83** No income and no expenditure this year.

**6. Pine Charity.** Bank Balance £78.06. The Annual Return had been completed and submitted.

**7. Parish Paths Report.** This was included in the Chairman's report as we are currently without a co-ordinator. The annual summary financial reports had been completed and submitted to DCC in February 2021

**8. Any Other Business.** None.

The meeting closed at 7.45 p.m.