

**Minutes of East Down Parish Council Meeting
at 7.30 p.m. on Monday 16th March 2020 at East Down Village Hall**

Attendance: Cllrs Mr M. Wright (Chair), Mr R. Crossman, Mr M. King, Mr K. Phillips, Mr R. Tarr, District Cllr Mr J. Tucker and Mrs M. Done (Clerk).

Cllr M. Wright, Chair, welcomed everyone and opened the meeting.

1. **Apologies:** Mrs E. Kempf and County Cllr Ms A. Davis.
2. **Declarations of Interest/Dispensations:** none.
3. **Public Participation:** none.

Part 'A'

4. County/District Councillors' Reports.

District Councillor Mr J. Tucker had emailed the following:

- Enforcement/Planning Department now working well.
- Shapland and Petter planning application approved for apartments and shops
- Council Tax – Police percentage is once again increased.

County Councillor Ms A. Davis – report received and forwarded to councillors; it covered:

- **Reminder of how to report a highway problem:**

<https://www.devon.gov.uk/roadsandtransport/report-a-problem>

or telephone: 0345 155 1004.

- **Potholes** – prioritising of work and doing 'What Matters Most'. The Report IT website has been updated and some defects have a due date against them marked with a roadworks symbol.
- **Works Programme Information.** <https://www.devon.gov.uk/roadsandtransport/live-roads-information>
- **Dragon patchers** machines to be increased to four but there will be a delay as they need to be built.
- **Coronavirus advice** – NHS latest information on the website and list of links.
- **Devon County Council Budget 2020/21**
- **Devon County Council – roles and responsibilities**
- **Improvements on A3123 Berry Down Cross.** The road at Berrydown Cross is closed for five days from 16-21st March. Measures being installed include 40mph speed limit, new signs to highlight change, solar powered road studs which illuminate constantly throughout the hours of darkness and high friction surfacing.

5. **Minutes of meeting Monday 17th February 2020.** Resolved to accept.

6. **Matters arising:** The Clerk reported:

- **Emergency Parish Plan.** Grant application to Devon Resilience for £250 for administration, holding meetings and refreshments has been approved and a second application for £1250 has met the criteria to purchase materials needed to prevent flooding in properties. It is hoped that the list of requirements and costings will be submitted before the end of April.
- **Mapping drains and ditches** – thank-you cards have been done to Bryan Smyth and Victor Horne.
- **Registers of Interests.** All of the completed Registers of Interests had been sent to the Monitoring Officer.

7. **Planning Applications**

Application 71121 Conversion of agricultural barns to 3 dwellings at Agricultural Building East Okewill Farm Shirwell Devon. After studying the plans it was resolved to send the following response to the Case Officer. The track leading to the barn which starts at Okewill Cross is unsuitable for the additional traffic this application would entail.

Application 71188 Conversion of redundant barn to dwelling at South Indicott Farm Muddiford Barnstaple Devon EX31 4HP. East Down Parish Council discussed this application and resolved it had no comment to make.

The Clerk would advise the Case Officers accordingly.

Decisions by Planning Inspectorate: (for information only): none.

8. **Financial Statement of accounts for the year to date and payments.**

Bank balances 8th March 2020

Parish Council Account: £6418.96 (includes £151.50 grant towards Emergency Plan). The following cheques were authorised and signed:

Cheque no.000368 to M. Done £160.48 reimbursement for Emergency Plan booklet, printing and postage
Cheque no. 000369 to M. Done £366.19 4th quarter salary (£300) and years expenses (£66.19)
Cheque no. 000370 to R. Crossman £2.48 reimbursement for High Viz vest
Cheque no. 000371 to K. Phillips £18.00 checking and restocking grit bins throughout the parish

The Clerk requested that cheques be paid into the bank and cleared before end of March before the end of the financial year.

9. Chairman's items

Drains/Flooding: Cllr Crossman had asked Chris Wallis to clear the persistent drainage problem at Coil Cross and also requested an invoice for this work which he asked to be sent to Highways for payment.

Projector Stand: Cllr Tarr suggested that Fullabrook had offered to purchase a projector stand in lieu of giving a donation for the loan. This was agreed.

Coronavirus – The Chairman suggested that in view of the Government's latest guidance the Council should approve implementing Delegated Powers which would ensure that we are in accordance with legislation. It was agreed to delegate powers to the Clerk and regarding financial payments a system was agreed where the cheques and payment vouchers and invoices would be posted for approval to two separate councillors with sae included in the envelopes. The Clerk expressed concern over how the year end financial accounts and subsequent audit can be managed and anticipated guidance from DALC.

Abandoned car at Rock Cottage – Cllr Crossman had been in contact with the District Council and it is expected it will be removed in the near future.

10. Correspondence

Climate week action and climate week activities

Council's campaign against environmental crime continues

Neighbourhood Watch encourages protecting the isolated and vulnerable during the Covid 19 Outbreak

The road to Berry Down Cross will be close for 5 days from 16th March

Community Insurance documents with option to tie-in for three years at discounted price.

Devon & Cornwall Alert – livestock worrying

Connectme – latest news on workhubs and broadband

New climate and environment grants scheme for parish councils on its way

Remittance advice for £151.50 for Emergency Plan booklets etc.

Grounds maintenance services – details

Supplement: Devon County Council/North Devon Council's response to the Climate Declaration – Report

Police Commissioner's newsletter February edition

Planning Application 71121 Conversion of agricultural barns to 3 dwellings at East Okewill

Planning Application 71188 at Barn South Indicott Farm, Muddiford

Devon Communities Together Membership form cost £24 for small organisation

Road closure postponed for one night 19th February at Friendship Cross A399 B3223

Latest news from ICO

NDC weekly information sheets, planning applications lodged, determined and enforcement cases closed

Grants information

DALC Vacancies and newsletters

DALC Devon Communities together

Rural Services Network

Public Sector Executive

Rural Opportunities bulletin

Rural Vulnerability Service

Rural Services Network weekly email

11. No meetings arranged.

Part 'B' (Confidential Restricted Information): none.

The meeting closed at 8.50 p.m.