

**Minutes of East Down Parish Council Meeting
at 7.30 p.m. on Monday 17th February 2020 at East Down Village Hall**

Attendance: Cllrs Mr M. Wright (Chair), Mr R. Crossman, Mrs E. Kempf, Mr M. King, Mr K. Phillips, Mr R. Tarr and Mrs M. Done (Clerk).

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

1. **Apologies:** District Cllr Mr J. Tucker 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:

- Open Access Government Jan 2020 - A European Commission perspective Newsletter / Marketing
- Do your bit to give North Devon a spring clean
- The annual link road litter pick returns

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/report-a-pothole/or telephone: 0345 155 1004>.
- **Budget proposals.** The overall Highways and Traffic management budget is showing an overall increase of £2.585m, including the addition of £1m to assist in dealing with some of the drainage issues that have been highlighted by this exceptionally wet winter. The budget gets to Cabinet on 14th February.
- **Appledore.** DCC and the LEP (Local Enterprise Partnership) are working closely with the Government and proposed new owners to agree possible terms for any Government funding.
- **North Devon Enterprise Centre – Roundswell.** On Friday 17th January a turf cutting took place to celebrate the building of a gateway building in North Devon to be called 'The Enterprise Centre'. It is hoped to be open by end 2020. It will provide help and support for entrepreneurial and small/medium sized businesses. There will be about 35 tenants. We are now seeking a operator to run the centre. The centre is funded by ERDF funds, HoSW funds and DCC. This is an important and long held ambition of DCC.
- **Devon-wide review of waste management carbon emissions commissioned**
- **Devon Registration Service - applicants to the Government's EU Settlement Scheme.** Identity verification is a requirement of the application to the EU Settlement Scheme. To book an appointment to have your biometric passport or biometric residence card scanned, please telephone the Devon Registration Service on 0345 155 1002. An appointment will be made for you to see a member of the Devon Registration Service Team.
- **New care and healthworker parking permit** will help care and health workers to park on yellow lines.

5. **Minutes of meeting Monday 20th January 2020.** Resolved to accept.

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

- **Emergency Parish Plan** has been posted out to all residences following approval of the application for funding. As we have not received the full amount, we are £8.98 short of covering the project to date. A second grant application has been submitted to Devon Resilience to purchase materials needed to prevent flooding in properties. The application form from C. Cllr A. Davis has still not been received. It was agreed that the Clerk would publicize a short Open Meeting to be held on 16th March at 7 pm prior to the parish council meeting to discuss what materials are needed to support the Plan.
- Cllr R Tarr stated that he felt the Plan was poor and expressed concern that there is no written agreement to contact numbers appearing on the website as it identified people with chainsaws which could alert thieves to their location. The Clerk responded that every person had given their permission and it is vital that contact details are listed. Cllr Crossman said he would contact the individuals to request written agreement.
- **Mapping drains and ditches** – following email to Highways about mapping of drains Highways have sent a link to their location of drains.
- **Water Hydrants.** Reply received from Devon Fire & Rescue giving locations of hydrants but with request that this was not made public. The Clerk agreed to delete the document giving the locations.
- **Registers of Interests.** Cllr R. Tarr had entered on the website the completed Registers of Interests of councillors present at the January meeting. The other two councillors completed their forms and these will be join the others. All forms will then be sent to the Monitoring Officer by the Clerk. The Clerk thanked Cllr Tarr for adding the new registers of interests to the website.

- **Precept confirmation for 2020/21** return has been acknowledged.

7. **Planning Applications 71073.** Extension and alterations to dwelling at Half Hidden Cottage, East Down Barnstaple Devon EX31 4LX. The plans were discussed and the Council resolved they had no comments to make. The Clerk would advise the Case Officer accordingly.

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

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

Bank balances 10th February 2020

Parish Council Account: £6267.46. All cheques presented.

Ring-fenced money:

£600 for computer equipment,

£242.94 for high visibility clothing

£255.21 for defibrillator

Parish Paths Account: £1156.83

9. **Chairman's items**

Drains/Flooding: Cllr Wright had added to the Highways website problem drainage at Ashelford. Cllr Tarr proposed a vote of thanks which he asked to be recorded for the work that Cllr Crossman had undertaken in mapping all the drains in the parish. The Clerk asked Cllr Crossman if he would email a copy to her so that it could be shared with Highways. Bryan Smyth and Victor Horne had once again been easing drainage problems in the parish. The Clerk would send a thank-you card to each of them on behalf of the parish council.

Emergency Plan Open Meeting 16th March starting at 7 pm. A short thirty minute meeting to be held prior to the March Parish Council meeting to be advertised in order to ask the parishioners for ideas on what items we should purchase and other things we should address to support the Emergency Parish Plan.

Landmark Tree – The Chairman asked the Clerk to find out the size of the tree and if other local parishes had collected theirs.

Wildlife and Countryside Act – Section 53. DCC (Bridleway No 48, East Down and Bridleway No 48, Marwood) Definitive Map Modification Order 2017. Start Date of Order 12th May 2020. Inquiry to be held at East Down Old School, East Down 2nd February 2021 starting at 10 a.m. Full details on the parish website.

10. **Correspondence**

Precept final receipt confirmed

Photo competition – Wonderful Villages – forwarded to Village Hall Trustees.

DCC – Free Landmark Tree – now ready for collection

Fire & Rescue – reply on hydrants

Water Challenges and Choices Consultation - 4th February

DALC Royal Garden Party selected nominations

An Insight into Traffic Management. Meet the Externiture team.

Funding Solutions newsletter – Lorna Jones

London Hearts Charity Profile – letter regarding defibrillator

Welcome to 2020 - big plans ahead Newsletter / Marketing:

Commissioner Newsletter - January Edition

If you LOVE Devon, you'll LOVE this update

Consultation on 71073 at Half Hidden Cottage East Down

Climate Change Planning week

Photography exhibition documents rural life in North Devon

First magazine for councillors and local government | February 2020

Road Warden Scheme -link from Cllr Davis

Latest news from the ICO

Safe Sleep service helping North Devon's rough sleepers this winter

Businesses invited to have their say about business rates

Drainage Maintenance Responsibilities

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. Confirmed date for next meeting as Monday 16th March 2020 at 7.30 p.m. Cllr Tarr offered his apologies as he would not be able to attend.

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

The meeting closed at 8.15 p.m.