

CHITTLEHAMPTON PARISH COUNCIL

Minutes of the virtual meeting held on 17th June 2020 at 7:30 pm

Present: *Parish Cllrs:* Mr M Ives, (Chairman), Mr H Hooper, Mrs M Edwards, Mrs R Rawle, Mr P Bradbury, Mr I Waldron, Mrs A Davies & Mrs P Shallcross

District Cllr: Mr Ray Jenkins

Parish Clerk: Mr A Scott

Apologies: *Parish Cllrs:* Mrs S Rowe, Mr T Kirby

County Cllr: Mr R Edgell

Not present: *Parish Cllrs:* Mr C Timberlake

Members of the public: No members of the public were present.

Due to restrictions on public meetings due to the Covid-19 pandemic this meeting was held online as a virtual meeting.

The meeting started at 7:35 pm.

1. Apologies and Declarations of Interest

Apologies were received from Cllr Rowe and Cllr Kirby. There were no declarations of interest.

2. Minutes

The draft minutes for the previous parish council meeting on 18th March 2020 and of the planning meetings of 18th March 2020, 11th May 2020 & 27th May 2020 were unanimously agreed as true records.

3. Clerk's Update

The clerk explained that as a result of the Government's lockdown introduced on 23rd March 2020 (just 5 days after the last parish council meeting was held) little has happened on the issues discussed at that meeting.

Playing field trees: At the last parish council meeting the council had agreed the purchase of 20-25 trees of suitable kinds at a cost of £20-30 for planting on the boundary of the playing field site. As a result of the lockdown no further progress has been made on this.

Parking at Umberleigh railway station: The changes to the car park intended for completion by the end of March have not taken place.

Tree by the village stocks: The clerk informed councillors that the work to cut back the tree will take place as soon as it is an appropriate time of year to do so.

At this point of the meeting (7:39 pm) a power cut in Chittlehampton resulted in the councillors in the main village and the clerk disappearing from the meeting! The meeting resumed with all those previously present after a gap of 12 minutes.

B3227, Umberleigh School warning lights, Speed data

As the District Council has had to focus on emergency matters only, no progress has been made regarding the parish council's reported concerns about the camber of the road and need for a crash barrier near the railway bridge at Umberleigh, on the school warning lights at Umberleigh (although a new pole has been erected in preparation) or on the speed data gathered about the speed of traffic on the B3227 going towards Umberleigh and the speed of vehicles in Umberleigh on the A377.

4. Updated Standing Orders

The clerk had circulated updated Standing Orders prior to the meeting. These were the same as the existing ones except for a new appendix that has been added because of the new legislation allowing remote parish council meetings to be held. Councillors unanimously approved the new standing orders.

5. Scheme of Delegation

The clerk explained that he had created a new document known as a Scheme of Delegation which parish councils are now recommended to have so that in circumstances where the parish council cannot meet, essential functions can still be carried out. This so-called delegation of powers is not allowed to pass to a member of the parish council but must pass to the clerk instead. The Scheme of Delegation records the right for the clerk to act on behalf of the parish council in circumstances where this is necessary. The clerk had circulated the Scheme of Delegation prior to the meeting and councillors unanimously approved its adoption. The Chair thanked the clerk for his work preparing these new documents.

6. Annual Governance and Accountability Return

The clerk explained that although the parish council had previously approved at its meeting on 18th March 2020 to apply for an exemption rather than undertake a limited assurance review, this should not actually have happened until after 31st March 2020, so councillors again unanimously approved that the parish council should apply for an exemption.

7. Play Area

The last parish council meeting was held 6 days after the Chair and Cllr Timberlake had met with a RoSPA inspector at the site on 12th March 2020. Since then the inspector has provided the parish council with a report addressing disabled access and safety. The Chair reported that at some point since then the gate to the play area had been kicked in so that it could be accessed but that a barrier has now been put in place to block access off. The small play house has now been removed.

8. Rowan Cottage

Cllr Jenkins reported that Anita Fether at NMD Building Control has been furloughed so she has not been in a position to do anything on this but Cllr Jenkins has escalated the matter to Mike Tucker, Building Control Manager who is now taking responsibility for this in her absence. Regarding the collapsed wall, the planned meeting about this had to be postponed but it is hoped that a magistrates court hearing date will be achieved in August. At that hearing, an order under s77 of the Building Act 1984 will be considered to compel the owner to remove the danger. The order will provide a reasonable time for the owner to rectify the situation but if they do not comply they will then be in default and subject to further legal action.

Regarding the decay of the cottage itself - the council has a parallel court case being running at the moment and it is hoped that the result of this will set a precedent that will be useful for Rowan Cottage. The Chair shared photographs showing the deterioration in the property on the other side to the side with the broken beam. He informed councillors that the postman has now stopped delivering post there as he cannot get to the door. The Chair will email the photographs to Cllr Jenkins who will pass these on to Mike Tucker.

9. Approve Schedule of Payments

Councillors unanimously approved the schedule of payments below.

Payments made 19/03/20 – 17/06/20:

Came & Company	Insurance	£ 727.67
NDC	Dog bin waste collections Apr-Jun 2020	£ 249.60
Mrs S Mann	Plants for The Square	£ 68.90
Zoom	Subscription	£ 14.39
Mr A Scott	Wages & expenses	£ 310.67
HMRC	Income Tax	£ 72.00
Mr LJ Southcombe	Spraying of weeds	£ 45.00

Zoom	Subscription	£ 14.39
Play Safety	Disability/Safety Report	£ 332.40
Mr A Scott	Wages & expenses	£ 310.67
HMRC	Income Tax	£ 72.00
Mr M Ives	PC Web Domain	£ 20.00
SW Ambulance Service	Umberleigh Defibrillator	£ 1680.00
ICO	Data Protection Fee	£ 35.00
Mr A Scott	Wages & expenses	£ 310.67
HMRC	Income Tax	£ 72.00
Mr M Ives	Defib Battery	£ 279.59

Upcoming payments:

Chittlehampton Village Hall donation	£ 400.00
Umberleigh Village Hall donation	£ 400.00
Chittlehampton Methodists' Hall donation	£ 125.00

Payments received:

Interest	£ 0.71
Interest	£ 0.73
Precept	£ 6,492.50
Interest	£ 0.78

Statement of Accounts as at 6th May 2020

Balance of Current a/c	£8,056.78
Balance of Reserve a/c	£4,446.84
Total Balance	£12,503.62

10. District and County Councillors' Reports

Cllr Jenkins explained that the only new information he had to pass on was that on Rowan Cottage, which he had already given in point 8 above. He described how the district council has been virtually locked down and how even council meetings have been suspended as a result of the lockdown.

The clerk explained that when Cllr Edgell spoke to him prior to the meeting to give his apologies he had requested to be informed of any matters on which he may be able to advise or assist.

Cllr Jenkins confirmed that he is also happy to assist on any particular matters if he is requested to do so.

11. Items for information only

Cllr Shallcross reported that she has noticed that the speed of the traffic on the B3227 going towards Umberleigh and in Umberleigh on the A377 has increased further as a consequence of the lockdown. Cllr Shallcross also informed the meeting that the fencing at the entrance to the public footpath near the wooden church by Umberleigh railway bridge and opposite the school has been moved and thus the dog bin that was attached to this is no longer as securely in place. The clerk will see what he can find out about this. Cllr Hooper mentioned that he has heard concern over the speed of traffic in the Townsend part of the village. The Chair said that this complaint had been received before and that there was nothing that the parish council was able to do. Cllr Davies reminded councillors that at that time investigations had been made as to the cost of having a flashing speed sign put in place to remind vehicles that they are speeding and that it was found that the cost of this would be exorbitant and beyond what the parish council could afford.

12. Date of the next Parish Council meeting

The next meeting will be another virtual meeting, at 7:30 pm on 15th July 2020.

This evening's meeting ended at 8:14 pm.

These minutes are draft until they are agreed at the next meeting.