



Doddiscombsleigh Parish Council

Draft Minutes of the Ordinary Meeting held on Thursday 9 July 2020 at 6 pm online

Zoom Meeting ID: 811 0923 1957

Password: 651873

Present: Cllr H Hanson (Chair until agenda item 6.3) Cllr Turney (Chairman from agenda item 6.3), Cllr E Davis, Cllr M Moorhouse, Cllr J Sawyer (co-opted from agenda item 6), TDC (Teignbridge District Council) Cllr S Purser, D Swain webmaster and 2 members of the public
Clerk: A Miller

Due to some technical issues with joining the online platform, the meeting started at 6.33 pm. As the Chairman of the Council was not present at that time, the councillors who were present at the start elected Cllr Hanson to chair the meeting.

Proposed Cllr Moorhouse **Seconded** Cllr Davis

Open Forum

The following points were raised.

- Parking on Haldon. The issue was discussed at agenda item 8.2 Highways Update.
- Hedge cutting. The issue was discussed at agenda item 8.2 Highways Update.
- Noisy motorbike without a silencer. It was discussed that a motorbike uses a field for about half an hour in the middle of the afternoon without a silencer. It is not an antisocial hour. If the motorbike was on the public highway, it would need to have a silencer. As the bike is on a field, it is not necessary.

1 Apologies for Absence

Cllr Burdge

2 Declarations of Interest / Requests for Dispensations

None

3 County and District Councillors' Report

TDC Cllr Purser reported that during the previous months the District Council's energy went to cope with COVID-19 and the consequences. Now they started to set up virtual meetings and life is returning to normal. TDC has a significant loss of income due to the lack of parking fees and income from leisure facilities during the lockdown. The Government promised to give 75p for every £1 income lost. TDC will have to reconsider whether future projects can go ahead.

4 Ratification of Minutes of Previous Meeting

Extraordinary Council meeting of 15 May 2020 – accepted as a true record.

Proposed Cllr Hanson **Seconded** Cllr Moorhouse All agreed

5 Councillor Vacancy and Co-option

The Parish Council received an Expression of Interest Form for the vacant councillor positions. The Council decided to co-opt Mr John Sawyer on the Parish Council.

Proposed Cllr Moorhouse **Seconded** Cllr Davis All agreed

Cllr Sawyer signed the Acceptance of Office Form and from that point he participated in the work of the Council.

6 Planning Matters

6.1 To Note Planning Decisions

20/00544/NPA Little Park Farm Refused

20/00979/CAN Town Barton Approved

6.2 To Discuss Planning Applications

20/00979/CAN, Town Barton

Fell one ash tree

As the Planning Authority had made a decision before the meeting and before the publicity period expired, the Parish Council did not discuss the application.

6.3 To discuss Planning Appeals

20/00027/NONDET, Whitemoor Farm

Appeal against the Non-determination of 20/00112/FUL

During this agenda item Cllr Turney joined the meeting and from that point he chaired the meeting.

The Parish Council discussed the appeal and agreed that considering the quiet location of the planning application, the noise impact of the development is especially important. The Council decided to ask the Planning Inspectorate to consider the evidence of the noise reports.

Proposed Cllr Turney **Seconded** Cllr Sawyer All agreed

6.4 To Discuss Planning Enforcement / Potential Planning Enforcement Issues

Condition of Approval – considering an enquiry about when condition 4 of the planning permission for a permanent agricultural dwelling in Little Park Farm (application number 16/02462/FUL) will be met

This item was on the agenda of 12th March 2020. A member of the public asked the Council to consider the issue again after a new planning application arrived regrading Little Park Farm. Three councillors asked to put the item on the agenda again.

The Parish Council discussed the issue and decided that it is in the public interest to make an enquiry as to when condition 4 of the planning permission for a permanent agricultural dwelling in Little Park Farm will be met. The Council also agreed to ask when the landscaping work will be carried out.

Proposed Cllr Hanson **Seconded** Cllr Moorhouse All agreed

6.5 To discuss the consultation response to the Teignbridge Local Plan Review

As the Parish Council declared a Climate Emergency last September, and considers the climate in its decisions, the Council decided to support the comments made by ACT (Action on Climate in Teignbridge) as a response to the Local Plan Review Consultation.

Proposed Cllr Turney **Seconded** Cllr Davis All agreed

7 To Discuss Possible Improvement Works on the Bus Shelter

Cllr Burdge sent a photo of the bus shelter showing damage at one of the corners. It was discussed that the bus shelter had been repaired recently – summer 2017. It was agreed to obtain quotes from cob building specialists and advice regarding what needs to be done.

Cllr Turney offered to contact a company and a member of the public also recommended a builder. It was also decided to search available options for funding – Clerk to action.

8 To Receive Reports

8.1 Parish Path Partnership and Footpath Update

The improvement of the Church footpath was previously discussed at the March meeting. Then Mr Fairs offered to have a look at the damage. He sent his report saying that the path was eroded at three places and gave an estimate of £100 for the repair. Neither Devon Highways nor the District Council accept any responsibility for the path. The Parish Council paid for some works in the past and it is not necessarily a bad thing that the village can decide about what happens with this area. The Council decided to order the repair work from Mr Fairs.

Proposed Cllr Moorhouse **Seconded** Cllr Turney All agreed

8.2 Highways Update

8.2.1 Parking at Haldon

A member of the public brought into the Council's attention that since the easing of the lockdown the parking situation deteriorated again on Haldon. It was agreed to write to Devon County Council and propose the urgent implementation of the clearway.

Proposed Cllr Turney **Seconded** Cllr Hanson All agreed

8.2.2 Hedge Cutting

There was a complaint that the hedge at Lower Greystones has not been cut for years. Overgrown hedges and filled up gullies cause problems on small lanes. Cllr Moorhouse offered to talk to the resident as a representative of the Parish Council.

8.3 Climate Emergency Working Group Report

None

8.4 Village Plan Working Group Report

None.

8.5 Website Accessibility Project Update

The Clerk reported that following the Council's decision in March to order the website accessibility update from the webmaster, the work is now under way. The webmaster and the clerk had a meeting earlier when they discussed the main points of the necessary alterations and the proposed Accessibility Statement. The webmaster, who was present at the meeting, gave a presentation and an explanation about the changes that have been made so far and explained some points of the proposed Accessibility Statement. The website will meet several points of the accessibility requirements by the deadline, September 2020, but there will be some points where the website will not be fully compliant with the WACG 2.1 standards in 2020. One of them is that the text will not reflow into one column when you zoom in by 300%. This is the result of the current limitation of the WIX platform, on which the website is based. If the Council wants to provide this facility, it needs to build a completely new website on a different platform with a commercial company. It is difficult to ascertain whether the community requires this function now. There is an option to wait until WIX improves its services or if there is feedback from the community that the zoom in option is necessary for the residents now, the Council can decide what action to take.

Agendas and Minutes will be uploaded in pdf format, because the tests showed that screen readers can read better pdf files than Word documents. Both type of files needs to be downloaded to be accessible for screen readers, pdfs opened in a browser currently cannot be read by screen readers. The webmaster understands that new programs are

being developed to improve screen readers and we can expect better versions of existing software and browsers in the near future.

Some of the documents, prepared by the Council, have to be based on third party forms – e.g. AGAR, CIL Report. The Clerk contacted the external auditor and the District Council, but they did not provide accessible versions of these forms.

The Chairman thanked the webmaster for his work and said that it is obvious from the presentation that the Parish Council had made the website as accessible as it is possible in the current circumstances and worked on the issue.

The Parish Council decided to adopt the Accessibility Statement.

Proposed Cllr Turney **Seconded** Cllr Moorhouse All agreed

8.6 Coronavirus Update

The advice of NALC (National Association of Local Councils) is to hold remote meetings wherever it is possible. The pandemic is still here and the Parish Council proved that it was able to hold online meetings.

9 Finance

9.1 Report and Bank Reconciliation

The Clerk reported that the bank balance at 30 June 2020 was £5,293.50. After deducting the amount of unpresented cheques, the net bank balance was £5,129.90. Earmarked funds: CIL £1,402.84, Parish Path Partnership Grant £291.44, Community Plan £1,000 and Climate Emergency support £200. Cllr Hanson checked the bank reconciliation and it was in order. The Council resolved to accept the accounts.

Proposed Cllr Hanson **Seconded** Cllr Turney All agreed

9.2 Internet Banking Update and the Review of the Financial Regulations and Risk Register

The Clerk reported that the Council has already made online payments and the bank statements were sent to all members of the Council, as it was agreed at the last meeting. Five councillors have access to the online banking system to check the bank account any time. The Council agreed that the online payment system works well. The Financial Regulations and the Risk Register were reviewed and updated to reflect the changes in the payment method.

Proposed Cllr Turney **Seconded** Cllr Hanson All agreed
Cllr Moorhouse apologised and left the meeting.

9.3 To confirm the Asset Register is up to date

The Asset Register was approved. **Proposed** Cllr Turney **Seconded** Cllr Hanson All agreed

9.4 Approval of the CIL Report for the 2019/20 Financial Year

The report was approved. **Proposed** Cllr Hanson **Seconded** Cllr Davis All agreed

9.5 Approval of Expenditure

Previously paid: Insurance: £267.43

Payments to be made on 10 July 2020:

- Zoom Pro monthly fee: £14.39
- Gift card for internal audit: £50.00
- Stamps: £9.12
- Clerk's Salary and Expenses: £ 870.60
- Replacement pads for defibrillator £123.60

The last item, Replacement pads for defibrillator, is not a new expenditure. Previously two cheques were lost and now the payment will be made by bank transfer. The same amount will be shown as a technical item amongst the receipts.

Proposed Cllr Sawyer **Seconded** Cllr Davis All agreed

10 To Discuss the Teign Valley Larder's Request for a Donation

The Teign Valley Larder scheme proved hugely successful, showing an unfortunately increasing need for its services. Although the public of the participant villages support the initiative with direct food donations, the organizers asked the Parish Council to help with their cash flow until the end of July and help supplement the food donations with buying supplies. The Parish Council agreed to give £50 donation to support the Charity until they can start their fundraising campaign.

Proposed Cllr Turney **Seconded** Cllr Sawyer All agreed

11 Clerk's Correspondence

Recent urgent correspondence not covered above – None.

12 Date of Next Meeting

The Parish Council decided to hold the next ordinary meeting on Thursday, 10 September 2020.

13 Chairman's Remarks

The Chairman thanked everyone for their participation, welcomed Cllr Sawyer for joining the Council and thanked the webmaster for his work.

The Chairman closed the meeting at 8.52 pm.

Signed.....

Chairman

Date