

**Draft Meeting Minutes to be checked and agreed at the next Parish Council Meeting**

Sheepwash Parish Council

Meeting Minutes

Zoom Meeting held on Wednesday 20<sup>th</sup> January 2021 at 7pm.

**Present:** Cllr. Ansell (Chairperson); Cllr. Ritson; Cllr. Hutchings; Cllr. Wheeler; Cllr. Moys; Cllr. Crossley; Cllr. Mathews. Selina Woollacott (Clerk), Cllr Barry Parsons, Cllr David Hurley, Liza Oxford.

- 1) **Apologies for Absence:** PSCO Mark James.
- 2) **Declarations of Interest:** in accordance with the Code of Conduct, members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at Torridge District Council within 28 days of the change. **No declarations of interest.**
- 3) **Public Discussion** – to allow any questions, reports by members of the public on any matters relating to the agenda of this meeting, or any matters the public would like the Council to consider on a future agenda. The period of time designated for public participation shall not exceed 15 minutes.

**No members of the public present.**

A reminder that members of the public can speak when invited to when council is in committee.

- 4) **Minutes** – the Minutes of the meeting held on 11<sup>th</sup> November 2020 via Zoom, having been circulated by email to be approved for accuracy and signed by the Chair.

The flooding issues at the bridge were on the minutes to be included in this meeting's agenda. It was decided the Clerk will contact DCC highways officers for advice and information on what highways or the Parish Council can do, signs etc. All parish councillors agreed the minutes are correct, Cllr Ansell will sign the minutes.

- 5) **Liza Oxford, Census 2021 presentation.**

Liza explained to the meeting the history of the Census, what it is and why it is completed. The last Census was 2000. This year a census will be held on 21<sup>st</sup> March and it will be the first digital Census. 89% of people will be sent an access code to complete the Census online and this will be received by the majority of people before 4<sup>th</sup> March. If someone does not want to complete the Census online there will be a phone number to ring to request a paper form. Parish Councils as being asked to promote the Census on their Websites, Facebook pages etc. People are able to have help from others to complete the Census. Sheepwash Parish Council will promote the Census and help anyone who needs help to complete the form.

Liza left the meeting.

- 6) **County & District Councillors' reports.**

**County Councillor Barry Parsons-** Broadband in Holsworthy Rural: Connecting Devon and Somerset (CDS) have crunched the numbers for your division and here's how the local picture for Holsworthy Rural looks:

- Total premises: 7,817 (*i.e. the number of homes or businesses in the area*)
- CDS superfast achieved: 5,552
- **CDS gigabit-capable planned: 1,146 for completion by the end of 2021**
- Commercial superfast achieved: 327
- Commercial planned: 0
- **Current total delivered: 5,878 (75.20%)**
- **Total delivered and planned: 7,024 (89.86% up 14.66%)**
- Remaining: 793

**Local and Community Bus Transport:** The latest letter from the Government to local authorities and bus companies outlines the principle of reducing services to eliminate empty capacity and to reflect the fall in passenger numbers which has inevitably occurred, whilst preserving links for schools, key workers and other essential travel such as shopping. The local bus will also be many people's way of getting to appointments for COVID vaccinations and the latest Government guidance stresses the need for access to vaccination centres.

Our aim is to preserve the current geographical network coverage.

We have suspended the school and college duplicate buses (funded through the Department for Education) because there is adequate capacity on the main services. There are also some schooltime alterations on some services to reflect the reduction in school travel whilst preserving the links which are still required. This situation will be continuously monitored.

The Travel Devon web site will also continue to provide advice to the public, including how to get to vaccination centres and, as and when information is available, the lateral flow testing sites:

<https://www.traveldevon.info/bus/>

<https://www.traveldevon.info/accessibility/travelling-to-hospitalhealth-appointments/travelling-to-your-c-19-vaccination-appointment/>

The community transport sector is largely continuing its range of services:

The Ring & Ride schemes are maintaining services for essential shopping journeys (with the exception of the Exeter and Okehampton schemes who are ensuring passengers have alternatives available). Each scheme can be contacted via their usual telephone numbers. Full details at :

<https://www.traveldevon.info/accessibility/community-transport/ring-and-ride/>

Voluntary Car Schemes are helping patients to attend medical appointments and a number of schemes are involved with helping people to reach vaccination centres. Details are being updated regularly at:

<https://www.traveldevon.info/accessibility/travelling-to-hospitalhealth-appointments/travelling-to-your-c-19-vaccination-appointment/c-19-vaccinations-volunteer-transport/>

**Covid- 19 update.** Positive cases in Torridge are still low, which is great. The number of vaccination centres in Devon has increased as the Oxford vaccine has become available. By 24<sup>th</sup> March all care home residents and staff will be vaccinated.

Cllr Parsons informed the meeting that he will be stepping down at the next election. The Parish Council thanked Cllr Parsons for his support during his time as a County Councillor. Cllr Parsons thanked the current and past members of Sheepwash Parish Council for their support.

Cllr Parsons left the meeting to attend another meeting.

#### **District Councillor David Hurley's Report-**

**Capital Projects** Just prior to the last election Councillors met and balanced the sums needed for the proposed projects at that time. Since then, costs have risen, Covid has helped to reduce Council income and more projects have been added to the list. Unfortunately, the funds don't stretch to all the proposed projects so some will have to be shelved. Community and Resource committee meet next Monday to discuss the forthcoming budget.

**New Government Business Support Grants** The scheme is live from Monday and the details and application process can be accessed via this link <https://www.torridge.gov.uk/lockdowngrants2021>

Other business support grants and guidance can be accessed at

<https://www.torridge.gov.uk/article/18632/Business-Support-Grants> , TDC are communicating this and requesting that businesses contact them and apply on line to enable the officers the time to actually process the payments.

**Car park charges and enforcement** There have been a number of questions with regard to car parking charges now that we have entered another lockdown period. There is recognition that this lockdown is

completely different to that through to June 2020 when virtually everything was stopped and there was next to no traffic on roads. If Councils offer free parking then the loss of income cannot be recovered from the Government. Therefore, Torridge car parks will continue to charge, and the Civil Enforcement officers will still operate, although they will do so in more pragmatic and less punitive way recognising that individuals needs are affected by the pandemic

**Land Searches** I was called in December by a resident who informed me that he had been told that land searches were taking up 37 working days to complete. The number of applications to purchase property in our area had reached record levels and solicitors and surveyors were also struggling to service this demand. I'm pleased to say that the land search team worked during the Christmas break to try and reduce the backlog. I'm now happy to report that the turnaround time is now around 10 days.

There is a new solicitor, Damien Hunter, commencing at Torridge on Feb 1<sup>st</sup>. His title will be Legal Services manager. He comes to Torridge from N Devon Council and has assisted at TDC plans meetings in the past.

**TPO's** A list of tree preservation orders is being drawn up and will be issued to Parish Clerks when it is available.

**Council Tax** Torridge will be allowed to raise C/T by 2% or £5 in the forthcoming budget. £5 equates to an increase of 2.96% This is based on a Band D property. However, due to a shortfall in this year's payments of around 1.5% the increase, should it be implemented, will only be worth around 1.5%.

**Management Appointment at Torridge** Shaun Harrington has been appointed as the new Planning Manager.

**Virus Transmission at Supermarkets** There is a sense that supermarkets are less compliant now than in the previous lockdown. Enforcement teams will be targeting visits to ensure necessary measures are in place.

**7) PCSO report.**

PCSO James was unable to attend the meeting. Clerk sent the monthly rural policing report to all Parish Councillors. Sheepwash was not on the report due to no crimes reported.

**8) Chair's Report, Grant update, Nest Swing, Jubilee Park monthly Checklist. Water repair, Village Hall.**

Cllr Ansell sent her report out prior to the meeting. The nest swing has been installed. 26 grant application were completed 7 yes, 6 no and 13 no response. Total spent on the play equipment and nest swing £11,407 +VAT. Total from Grants £5,300 and £6,107 paid by the Parish Council. Thank you to the Bridgeland Trust for the donation of £1,400. Clerk and Cllr Ritson are working on a checklist for Jubilee Park and a rota will be drawn up for each Parish Councillor to complete the monthly check list. Cllr Ansell granted permission for part of the Square to be dug up as a water leak needed fixing. The area has been backfilled and tarmacked. The Sheepwash Parish Hall and Bridgeland Trust are merging together as one charity. This will be a great help to the Sheepwash Parish Hall as there are only 3 trustees for the hall.

**9) Lockdown 3, Support Network.** The current support plan is working well, nothing to change or update.

**10) Devon Wildlife Trust, request to plant a tree.**

The Parish Council has received an email from a parishioner about Devon wildlife trust new project, Saving Devon's treescape. Looking to plant a tree within the village. Cllr Crossley looked into a scheme like this last January. A few locations were discussed. Cllr Ritson will discuss one of the locations with the landowner. The guidelines need checking as to where the tree can be planted. Cllr Ansell and Cllr Crossley will correspond with parishioner to check guidelines and hopefully locate a site. All Parish Councillors agreed.

**11) EV Charging Point,**

Cllr Mathews has not been able to speak to the pub owner yet, as the pub car park was suggested as an option for a charger. The government have confirmed no new petrol cars will be sold after 2030. A new

faster charging battery has been developed which may not be compatible with existing chargers. Parish Council agreed Cllr Mathews to speak with pub owner and watch to see what happens with the new batteries and new technology being developed.

**12) PLANNING:**

**Planning Applications** - Torridge District Council has asked for comments from the Parish Council on the following planning applications: Via email, 1/1069/2020/FUL Revised plans pursuant to planning permission 01/0328/2008/FUL, including extensions to farmhouse to provide entrance porch, utility room and conservatory; alterations to internal floor layout, window fenestrations, lean-to structure and additions to garage barn, boiler room and log store Upcott Barton Farm House, Sheepwash, Devon.

The Parish Council were asked to reply by the 25<sup>th</sup> December 2020 The Parish Council replied No Objections.

**12a) Planning Decisions:** None.

**12b) Planning Matters, email from Black Torrington Parish Council,**

Sheepwash Parish Council received an email from Black Torrington Parish Council, asking that Sheepwash supports Black Torrington's campaign to reply to all planning application with a standard reply as it is felt that TDC do not take Parish Councils' views on planning applications into consideration. Cllr Hurley is going to speak to the new Planning Manager. Sheepwash Parish Council will continue as normal and review all planning applications.

**13) Set Budget and Parish Precept,**

Prior to the meeting clerk sent out a budget and precept calculator. The budget was discussed. A few amendments were made. This year the Clerk will research the cost of a servicing the lawn mower locally and look into first aid training. The Village Hall may need a grant towards the building work. The Saving account has funds, historically held for resurfacing and repairs to the square. The Clerk seek advice on the condition of the Square and what the cost of resurfacing would be. All Parish Councillors agreed the budget. The Parish Precept is currently £6,760. Due to the increase in properties in the Parish the Precept will increase to £6,856 with no increase to council tax payers. The Parish Council decided not to increase the precept for this year. All Parish Councillors agreed to set the precept at £6,856.

**14) P3 Application, Footpaths**

Last year the Parish Council received £100 of P3 funding. The Clerk and Cllr Ritson will check how this funding has or can be spent. Cllr Ansell is going to check the footpaths and advise if any work needs completing and P3 funding needed before the 15<sup>th</sup> February deadline.

**15) FINANCE:**

**15a)** as at 13<sup>th</sup> January 2021:

Main Account £839.19

Saving Account £15,107.67

**Expenditure:**

Date	£	Detail	Transfer
11.11.2020	360	The Play Inspection company, Annual inspection	Bacs
18.11.2020	65.93	Clerk expenses, 6 months Zoom, Ink, Poppy Wreath	Bacs
18.11.2020	1260	Outdoor Play Devon, Deposit for Nest Swing	Bacs
31.12.2020	18	Account Service Charge	DD
04.01.2021	1260	Outdoor Play Devon, Final payment for Nest Swing	Bacs

04.01.2021	304.80	Clerk's Salary Oct,Nov, Dec.	Bacs
TOTAL	£3,268.73		

**Income:**

Date	£	Detail
09.11.2020	400	Chq from Viscount Amory charitable Trust, Play Equipment Grant
18.12.2020	200	Clr Barry Parsons, DCC Grant for Play Equipment
Total	£600	

No question with regards to the above transactions.

**15b) Clerk's Training Course cost £36** All Councillors agreed, Clerk to set up the payment online.

**15c) Citizens Advice Grant Request,** All Councillors agreed to grant £100 to Citizens Advice, Clerk to set up payment.

**Items for Information,** No items of information, the following emails were sent to the Parish Councillors since the last meeting.

County and District Councillor reports.

Avian Influenza Information

Policing Budget/Funding Survey

Devon Climate Emergency Newsletter

**Items to be included in the agenda for the next meeting,**

Flooding at the bridge, Census, planting of a tree, P3 update, EV Charging point, Lawn mower service, first aid training, resurfacing the Square cost. Wednesday 10<sup>th</sup> March 2021.

Meeting finished at 8.48pm

Sheepwash Parish Clerk, Selina Woollacott, [clerk@sheepwashparishcouncil.co.uk](mailto:clerk@sheepwashparishcouncil.co.uk), 01409 281280.