

**Draft Minutes to be approved at the next Parish Council Meeting.**

**Sheepwash Parish Council Annual Meeting**

**Meeting Minutes**

**held on Wednesday 12th May 2021 at 7pm**

**in the Village Hall**

**Present:** Cllr. Ansell (Chairperson); Cllr. Ritson; Cllr. Wheeler; Cllr. Moys; Cllr. Crossley; Cllr. Mathews, Cllr. Hutchings; Selina Woollacott (Clerk) .

**1) Apologies for Absence:** Cllr David Hurley.

**2) Election of Chairperson.**

**a) Invite nominations and elect a Chairperson for the year.**

Cllr Crossley proposed Cllr Ansell. Cllr Wheeler seconded the proposal no objections from the rest on the Parish Council. Cllr Ansell continues as Chairperson.

**b) Receive the Declaration of Acceptance of Office by the Chairperson.**

Signed by Cllr Ansell and received by the Clerk.

**3) Appointment/Confirmation of signatories for cheque payments/enablement of bank transfers.**

Currently Cllr Hutchings, Cllr Ansell and Cllr Crossley. Parish Council confirmed to continue with the current councillors.

**4) Appointment of Representatives to Attend Meetings of Outside Bodies**

**Village Hall**, the village hall is joining with the Bridgeland Trust, Cllr Wheeler is on the Bridgeland Trust Committee. Village Hall/Bridgeland Trust can contact the Parish Council at any time for support.

**Footpath warden, Currently Cllr Ritson.** Parish Council has no objections to Cllr Ritson continuing. Cllr Ritson is happy to continue.

**Tree warden, Currently Cllr Ritson.** Parish Council has no objections to Cllr Ritson continuing. Cllr Ritson is happy to continue.

Parish Council are adding Cllr Ritson as Salt Warden for the Parish.

**5) Appointment of Committees**

**HR Committee, Currently Full Council.** Continue with full council.

**Finance Committee, Currently Full Council.** Continue with full council.

**6) 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. **None.**

**7) 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.

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

Member of the public asked if the Parish Council knew why a tree was sawn down near Newcourt Barton. The parish council do not know but do wonder if it was an Ash tree with Ash dieback. Parish Council will find out.

Member of the public asked about the planning at West Road for 10 dwellings and at the other site for 26 dwellings. Cllr Wheeler explained that both sites currently have outline planning and the developers will have to submit detailed drawings to TDC to gain full planning permission. There is currently a change to the Section 106 which is a change to the amount of cash the developer will have to provide to the area. The developer may put in an application to increase the number of dwellings. The Parish Council will be

consulted and will comment on all planning applications. However, TDC are under pressure from the Government to provide housing and meet targets.

8) **Minutes – the Minutes of the meeting held on 10th March 2021 via Zoom, having been circulated by email to be approved for accuracy and signed by the Chair.** All councillors agreed the minutes are accurate and signed by Cllr Ansell.

9) **County & District Councillors' reports.** No County Councillors report.

District Councillors report read out by clerk.

#### **Cllr Advocate and OPCC**

I reported two months ago to this PC that I would be attending via Zoom a meeting with the OPCC to discuss Speedwatch and associated problems with both setting up the Team and retention. I attended the meeting and have sent a revised version of the minutes of the meeting to the relevant Speedwatch co-ordinators in our area.

#### **Leisure Facilities**

As I'm sure you are aware Leisure Facilities in our area at Northam, Torrington and Holsworthy are now able to admit the public. Unfortunately, at this time only the pool at Northam has reopened. It was noticed during a pre-opening inspection at Torrington that the water temperature was too low. This was traced to a faulty valve. A new one should be fitted shortly and the pool will be able to be reopened a few days later when the water has reached an optimum temperature. Staffing at these centres is causing a problem as some have moved away at the end of their contracts. Holsworthy is actively recruiting and will reopen when staff levels have reached the appropriate level.

#### **County Councillor Elections**

The Elections were held last week and as a result of the previous County Councillor Barry Parsons standing down a new Councillor was elected to represent Holsworthy Rural. James Morrish is the new Councillor. I am looking forward to having a similar working and productive relationship with James as I had with Barry.

10) **PCSO report.**

PCSO Mark James was planning to attend the meeting but was unable to. A rural policing report was sent to all councillors with one issue at Sheepwash: Harassment – Put in fear of violence.

11) **Chair's Report.** Cllr Ansell covered all items in her report at the Parish Meeting.

12) **Flooding.**

Clerk has emailed Steve Brockman asking what signs the Parish Council could have installed as Highways do not have the funds to provide signs. Clerk has not heard back from Steve Brockman. Parish Council decided to involve Cllr Morrish in this matter. Clerk to contact Cllr Morrish, update him on the issues and asked for his help.

13) **First Aid Training.**

First aid course booked for Wednesday 28<sup>th</sup> July at Sheepwash Village Hall. Training provided by South West first aid support and training. The cost is £25 per person plus the hall hire fee. The Parish Council are contributing towards the cost. The Parish Council will be approaching the Bridgeland Trust to see if they will be able to contribute towards the cost as well. If the Bridgeland Trust can contribute then it is likely that the cost to Parishioners attending the course will only be £5. Due to an increase in interest a second course will be booked for later in the year. Clerk and Cllr Crossley to arrange the second date. The second date will be published in the Sheepwash Chronicle, on the noticeboard and Facebook page.

14) **Footpaths.**

The local contractor for footpaths has the list of Finger post signs which need replacing and will be completing the work soon. Cllr Ritson is currently replacing any missing round arrow pointers on the footpaths. Question from member of the public why is DCC paying for new finger post which have been knocked down and continually knocked down. Should it not be replaced and paid for by the person who knocks it down. The problem is proving who knocked it down. Suggested that the post is moved further back into the hedge or relocated so it does not get knocked. Clerk to discuss with Cllr Ritson and if needs be asking the contractor to relocate the post.

15) **Gazebo.**

The gazebo has been discussed via email by the Councillors and with the public via the Parish Facebook page, since the last meeting. The discussions were, replacing with a new gazebo or refurbish the current gazebo. If replacing what shape and style. The Parish Councillors voted 4 votes to refurbish, 2 votes to replace, 1 non vote. The plan is to refurbish the current gazebo. This does not rule out that in the future when grants and fundraising are more accessible that the gazebo won't be replaced with a new one but at this time the refurbishment will be cheaper and will make the current gazebo safe. The first part to be refurbished are the uprights. Cllr Ansell will contact the contractor to complete the work. The work will be completed in time for the Strawberry Tea which will be held at the end of June. At the next meeting the flooring for the gazebo will be discussed. In the future the roof repairs will be discussed.

**16) Request from parishioner for waste bin to be removed from gate post.**

The bin is a waste bin however people keep putting dog waste into it. A parishioner present at the meeting has been emptying the bin. He informed the meeting it takes a while for the bin to be filled and need emptying. There is a sign on the bin saying No Dog Poo. The village has a number of dog poo bins. Parish Council agreed to move the bin to the railings outside the Village Hall. Member of the village hall committee present asked for the bin to be located to the side of the village hall not the front railings. Cllr Moyses agreed to move the bin.

**17) PLANNING:**

**Planning Applications** - Torridge District Council has asked for comments from the Parish Council on the following planning applications: **None**

**Planning Decisions:**

1/1071/2017/OUTM (Outline application for ten dwellings with all matters reserved) Land At Grid Reference 248468 106324, West Road, Sheepwash, Devon. Granted.

1/0071/2021/FUL Change of use from guest house to residential, The Court, The Square, Sheepwash Granted.

1/1069/2020/FUL Proposed extensions to farmhouse, Upcott Barton Farm House, Sheepwash, Devon, Granted.

1/0245/2021/FUL New Machine Shed and Store, Land at Grid Reference 247645 107552, Sheepwash. Granted.

**18) FINANCE:**

**18a)** as at 04<sup>th</sup> May 2021:

Main Account £4,908.52

Saving Account £15,107.67

**Expenditure:**

Date	£	Detail	Transfer
22.03.2021	304.80	Clerk Salary Jan -Mar	Bacs
25.03.2021	71.23	Mike Ritson, Saw, Oil, Wood, Petrol	Bacs
31.03.2021	18	Account Service charge	DD
15.04.2021	78.64	Northmoor Garden Machinery ( lawn Mower service)	Bacs
15.04.2021	150	Visionict Ltd	Bacs
Total	622.67		

**Income:**

Date	£	Detail
26.04.2021	3,428	1 <sup>st</sup> Parish Precept payment.
Total	3,428	

**18b) Insurance,**

Cllr Crossley has a few questions with regards to the Insurance policy. Council agreed that Cllr Crossley communicate with the Clerk and check through the policy.

**18c) Check and complete the Annual Governance and Accountability Return form.**

End of year accounts have been completed and sent to all councillors. Spent £17,621.38, £2488.52 of this is VAT which will be reclaimed. VAT reclaim will be completed shortly. Total spent excluding the VAT £15,132.86. Income was £12,511.92. £11,407 plus VAT was spent on the play equipment and nest swing. The Parish Council received £5,500 in grant donations towards the play equipment. £5,200 financial year 2020/21 and £300 financial year 2019/20 Once the VAT has been reclaimed the overspend will be £2,620.94 funds from the saving account were used to cover the over spend. The saving account currently has a balance of £15,107.67. No questions from the Parish Councillors. Cllr Ansell signed the completed AGAR form. Clerk to drop the accounts off at the Accountants for external audit.

**18d) Budget update.**

The Budget has been updated with the end of year figures. The Parish Council has been advised that it will cost about £15,000 - £17,000 plus VAT to resurface the Square. The Square should not need resurfacing for a considerable time. However, the Parish Council need to make sure there is a plan to be able to pay for the work when it does need doing. The other small cost that the Parish Council can forward budget for is servicing the landing light in 2023 currently costing £150 plus VAT. All Councillors have a copy of the budget. The budget will be reviewed and updated regularly.

**Items for Information.**

Notice of Election, emailed out and put up on the Noticeboard and Facebook page.

The following were emailed to Parish Councillors

Community Risk Management Plan Devon and Somerset Fire and Rescue Services.

Devon and Somerset New Contracts update on Broadband.

**Road Closure,**

South West Water working outside The Glebe West Road, 21<sup>st</sup> – 28<sup>th</sup> June 2021

Road from Black Torrington Bridge Cross to West Road, 18<sup>th</sup> July 2021

Near Larcombe House. From Swardicott Cross to North Street, 12<sup>th</sup> -16<sup>th</sup> July 2021

Cllr Ritson has asked that the noticeboard is updated with road closure information. Written in wording that the parishioners of Sheepwash will understand. Cllr Crossley currently post the road closure information on the Facebook page. Cllr Ansell offered to update the noticeboard with road closure information.

**Items to be included in the agenda for the next meeting,** EV Charging Point, Gazebo Flooring, Final payment of Zoom fees. Update on why the tree was sawn down, Footpaths, Finger signs in the Square. Flooding. Date of the next meeting to be confirmed.

Meeting finished 8.30pm