

Draft Minutes to be approved at the next meeting.

Sheepwash Parish Council
Meeting Minutes
21st September 2021 at 7pm
held at Sheepwash Village Hall.

Present, Cllr. Ansell (Chairperson); Cllr. Ritson; Cllr. Wheeler; Cllr. Moys; Cllr. Hutchings; Selina Woollacott (Clerk), County Councillor Morrish, District Councillor Hurley. Ten members of the public.

- 1) **Apologies for Absence:** PSCO Mark James, Cllr Crossley, Cllr Mathews.
- 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. **None.**
- 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 one wished to speak at this time.**

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

- 4) **Minutes, Approve the minutes of the following meetings held on 14th July 2021 and a planning meeting held on the 22nd July 2021.** Minutes were sent to councillor prior to the meeting. All Councillors agreed the minutes are accurate. Cllr Ansell signed the minutes.

- 5) **County & District Councillors reports.**

County Councillor Morrish – New flood signs have been installed on the road leading to the bridge. Cllr Morrish is Chair of the Investment and Pension fund Committee, last week when attending a meeting at County Hall, protestor had set up camp outside County Hall and were protesting against the Council for investing £150 million of pension funds in fossil fuel companies Shell, BP etc. The Council have listened and have met with Shell who over the past few years have changed the way they run the business and Shell does own wind farms. The fossil fuel companies are investing in green energy. Roads are still an issue within Devon. DCC is financially sound and has £35 million in reserves. Now is the time to use some of the reserves. Cllr Morrish left the meeting for a short time.

District Councillor Hurley - Leisure Contract, TDC Councillors have attended two Leisure Workshops and discussed the terms of the contract that the recently convened Leisure Company board would adhere to. Councillors have stated their preference from the seven names suggested. Voting closed on Monday 13th Sept and as the result the new company will be called Active Torridge.

C&R, Community and Resources Committee recently discussed a Biosphere Nature Recovery Plan. The Plan can be viewed here: - <https://www.northdevonbiosphere.org.uk/nature-recovery-plan.html>
The plan outlines how biodiversity has changed in recent years and sets out a Vision for nature's recovery across Northern Devon by 2030. The Committee were asked to agree to progress the associated actions for Councils that were identified in the report. The recommendations in the report were supported by the committee.

Safeguarding Policy, The TDC Safeguarding Policy has been updated. As a Local Authority, safeguarding responsibilities are to ensure that measures are in place locally to protect and promote the safety and welfare of children, young people and adults. This also includes any services that are contracted to other people or organisations. The Policy was last updated in 2016 and the latest update shows a clear line of accountability and by having staff with the required knowledge and skills to take responsibility for TDC's safeguarding arrangements. The Council has a designated safeguarding team for this purpose. The Policy was discussed and approved at the Full Council meeting last evening.

TDC and Caddesdown meetings, Torridge Council meetings are being held live at Caddesdown. This is because ventilation of the room is achievable at this location and the Town Hall is completely the opposite. Unfortunately, members of the public cannot attend in person unless they wish to speak and

address the relevant Committee but meetings can be watched “live” on YouTube.

Homeless Issues, Both N Devon and Torrington District Councils are looking at ways to try to alleviate the local housing crisis. For TDC's part, it has been suggested that an at arm's reach Company be set up with a view to building council houses. This is in the very early stages of discussion.

Interestingly the Local Government Association have stated that over the past decade 1.1 million houses have been given planning approval and are yet to be started. In addition, another 1 million houses allocated in local plans and have not yet been brought forward for planning.

D&C Police and Crime Panel, the Police and Crime panel met last Friday and the Commissioner said in answer to a question that 75% of the 200 videos supplied each month by the public under the Operation Snap umbrella had resulted in prosecutions.

I have checked with the Chairs of the Holsworthy and Torrington Area Advisory groups as to where the joint meetings are to be held and I'm informed that they are going to be conducted via Zoom. The old Dairy Crest Dairy at Taddipport received approval at plans committee to be redeveloped

Cllr Morrish, - The Link Project is based in a Council owned building in Holsworthy. Cllr Morrish is asking for parishioner's views on the service that is provided by the Link Project. The project provides a range of social, leisure, support, guidance and educational opportunities for adults with mental health issues and rural isolation. One parishioner present at the meeting uses to attend often but due to Covid the service has been closed. DCC are reviewing if the service is still needed. The Parishioner liked going and doing craft work and painting. The Staff contracts have ended some have moved to another location which is opening and offering the same sort of service however this is based outside of Holsworthy which could be an issue to people who cannot drive. A centre in Bude was following up with people who attended The Link Project. This is not a long-term option due to travel and the Bude Centre is funded by Cornwall County Council. The other questions this raise is if the building is not used for The Link Project what will it be used for or will it be sold? What would the fund from selling it be used for? Please contact Cllr Morrish if you have a view on The Link Project.

Cllr Morrish would like to thank the parishioners of Sheepwash for the good wishes /get well soon cards he has received.

6) PCSO report.

Clerk emailed the Holsworthy rural policing update 1/07/2021 – 31/08/2021 to all councillors. No crimes reported in Sheepwash or neighbouring parishes.

7) Chair's Report. No report, all current issues are on the agenda.

8) Clerk's update.

Footpath sign, All the new signs have been installed still some confusion around the sign at Old Court, North Street, another sign on North Street has been replaced which was not on the list. Clerk to follow this up with DCC rights of way.

Village sign, the village name sign on West Road needs replacing due to the current sign being removed as it was damaged. Highways officer Steve Brockman has informed me that DCC are not in a position to do any signing work as the budget has been fully committed and that the Parish Council should allow £200 towards the cost of the sign. Cllr Morrish will speak to Steve Brockman about this when they meet, if Highways are unable to cover the whole cost of installing a new sign, Sheepwash PC can apply to Cllr Morrish locality budget for the £200. Cllr Ritson asked should the sign not be moved so it is located before the Lukes Farm development site. The overall feeling is to leave the sign in the current location and if Highways extend the 30mph speed limit to included Lukes Farm then ask for the sign to be moved then.

Play equipment, Cllr Wheeler noticed a split in the wood on the hanging steps when completing his monthly check of the play equipment. I have taken a photo of the split and will be sending it to Outdoor Play as the play equipment was only installed this time last year.

Potholes and grit bin on South Street, Cllr Crossley sent me photos of the damaged grit bin and potholes on South Street I have reported to DCC highways. The grit bin has been replaced.

Contribution towards Dipper Mill flood system, Shebbear Parish Council were unsure if they would continue with the flood watch system they have agreed to continue and have accepted the £50 contribution from Sheepwash PC.

Address issue/ bin label, at the last meeting a parishioner asked if the Parish Council could help with an address issue involving mail and waste bin sticker from TDC. I have been communicating with TDC and am dealing with this issue.

9) Cllr Crossley update. Speedwatch, First aid course. Clerk read out the report.

Speedwatch I'm planning to pick this up again in October - it was a hot topic on the Sandwich Board Facebook page last month. However, if anyone else is keen to get this up and running in the meantime, I'm happy to hand over the reins and join them later. Meanwhile, I'll do some research on traffic calming as someone suggested speed bumps might be a good idea. I doubt Highways would entertain this type of expense at the moment but it's still worth investigating and might throw up one or two other options. Selina is also looking into flashing speed signs as Highampton have recently been successful gaining one of these.

First Aid After running two courses there are now 17 people in the village trained in first aid. Following the course, I have added a Pocket Mask to the village hall first aid kit and Pulse Meter to the defibrillator kit along with more anti-bac wipes and pen & paper. The Pulse Meter is a quick and easy way to check someone's pulse and blood oxygen level. The pocket mask is used for mouth-to-mouth resuscitation for babies and children. (Mouth to mouth by first aiders is not currently recommended for adults.) The pen and paper are to note down any salient facts relating to an incident such as time of onset and number of chest compressions etc. This information is very useful for paramedics. I have requested a contribution of £200 from The Bridgeland Trust towards the cost of running the courses and this is due to be discussed at the next meeting. The Parish Council will make up the difference between that and fees paid by attendees.

On the Speeding issue Steve Brockman Highways officer has informed the Clerk that DCC would not be looking to fund speed warning signs. DCC policy at present time is not to reduce a speed limit to 20 MPH in villages. Cllr Morrish attended Black Torrington PC meeting and they were discussing speed warning signs which cost £2,000 - £2,500 due to the regulations stating that the signs should only be up for 3 months at a time, Black Torrington were discussing shared ownership of signs with another parish. Councillors agreed that the Clerk should contact Black Torrington PC to discuss this and check the regulations for speed warning signs.

10) Parishioner has asked to speak. Village Square.

Parking issue in Sheepwash. The village square is owned by the Parish Council. Parishioner is concerned by the number of staff and customers of the Half Moon who park in the Square and on the pavements around the square. As far as the Parish Council knows the Half Moon has a small parking area in the court yard next to the pub for 6-8 cars. However, some think that the Half Moon owns another area of land behind the pub which was used for parking in the past. The Half Moon for years has had picnic benches at the front of the pub which is on the Square. Parishioner states that if the benches were not there, there would be parking for more cars. The Parish Council is aware of the Half Moon landlord wanting to change the outside seating. The Square is a public area and the Parish Council does not want to restrict who uses it. If restrictions were in place how would they be monitored and enforced. The Parish Council are going to speak to the landlord of the Half Moon about parking and the seating area. The issue of people parking on the pavement opposite parishioner's house which means large vehicles trying to get past have knocked the parishioner's porch. As well as parking on the pavements around the Square which resulted in the bus not being able to stop at the bus stop. Ideas were suggested: double yellow lines, how would they be enforced; raise the curb; ask for police cones. Actions for Clerk and Parish Council, talk to the landlord of the Half Moon, ask Highways for any suggestions, ask PSCO for police cones.

Parishioner has seen dog walkers putting poo bags in the normal litter bin. The Parish Council ask that people use the correct bins.

11) Building of a Community Hall in West Road.

The Lukes Farm development has a section 106 which states an area of land is set aside for a community hall the land is set aside for 10 years from the date planning permission was granted. The land then goes back to the landowner. The Parish Council feels that the parishioners need to be informed of the options and asked their opinions. The Parish Council agreed an article in or a leaflet delivered with the Sheepwash Chronicle would be a good way to inform parishioners. The Parish Council and Clerk need to find out the size of the land set aside, what classes as a Community Hall, how the Parish Council could secure the land for future use. Then lay out the options to the parishioners in the article/leaflet.

12) Overhanging trees.

Cllr Ritson- trees between the bridge and Sheepwash are very over grown. The trees need cutting back and thinning. The trees are overhanging into the road and catching large vehicles. Cllr Ritson thinks that some if not all the trees are next to the land owned by the Parish Council. Cllr Morrish will ask the Highways officer if Highways can cut back the trees. If not Clerk will get quotes for the work.

13) PLANNING: Planning Applications,

13a) 1/0468/2021/REMM Reserved matters application for appearance, landscaping, layout & scale pursuant to outline planning permission 1/0643/2017/OUTM - erection of 26 dwellings (amended plans) Lukes Farm, Sheepwash, comments to be submitted by 1st October 2021. Parishioner asked who is responsible for the surface water pond this was asked before and the Clerk has checked, South West Water and external management companies are responsible. New layout and previous layout displayed on the projector. Councillors Wheeler, Ansell and Crossley have reviewed the planning and compared the amendments to the original. They have drafted a response and a request for previous questions to be answered. Both were sent out to all councillors. All councillors agreed to the request to previous questions to be answered. The main points of the draft response: the porches facing the road do not match other in West Road; the hedge along the road at the front of the development be removed; more parking spaces which were requested before; no change has been made to the design of the houses which was requested before. The turret dormers are still sticking out, and the double bay windows still remain. Councillors are happy to meet with the Planning Department and the developer to discuss each plot. All councillors agreed the response Clerk to submit to TDC.

13b) 1/0907/2021/FUL Conversion of barn to dwelling, Barn at Badgers House, The Square, Sheepwash comments to be submitted by 3rd October 2021. Councillors Ansell, Wheeler and Crossley have reviewed the planning and drafted a reply the draft was sent out to all Councillors prior to the meeting to add comments. Cllr Wheeler and Cllr Ansell read through the draft at the meeting and the proposed external view of the barn was displayed on the projector for the meeting. The main points are the three narrow windows are not in keeping with the original barn. The main entrance door being fully glazed is not a traditional external look and a half glazed or small glazed window would fit be more in fitting with the surrounding properties. Parking is only for two cars the Parish Council feel it needs another parking space. All councillors agreed to the draft comments the Clerk will submit the comments to TDC. The barn is a late Victoria barn and was part of the market that Sheepwash was known for. Cllr Hurley is going to check if the Conservation Officer has been informed of the planning application.

Comments for the above planning applications will be attached to the approved minutes.

Individuals are about to submit comments via the TDC planning website or in writing to TDC.

Planning Decisions,

1/0772/2021/FUL, No.1 Dwelling, Land Adjacent to Buddles Cottage, West Road, Sheepwash.

Application granted permission. The Parish Council asked for the porch to be changed and a low front wall garden, the porch and the area in front of the property has been changed.

1/0762/2021/LBC Upcott Barton Farm House Sheepwash Proposal to modify design of Listed Building Consent ref 1/1070/2020/LBC to include new bedroom window on west elevation, in lieu of rooflight to be omitted. Application granted permission.

14) FINANCE:

14a) On 13th September 2021:

Main Account £6,273.05

Savings Account £15,107.67

Expenditure:

Date	£	Detail	Transfer
27.07.2021	25.00	ICO payment	DD
30.06.2021	18.00	Service Charge	DD
Total	43.00		

Income:

Date	£	Detail
02.09.2021	50.00	Second First Aid Course payments from participants. Cllr Crossley
31.08.2021	2,470.03	VAT reclaim from HMRC
04.08.2021	65.00	First Frist Aid Course payments from participants. Cllr Crossley
Total	2,585.03	

14b) Payments currently being processed,

Frist Aid Course - hall hire totalling £50, plus pocket mask £12.28 Inc. VAT and pulse meter £6.88, which make a total amount owed to Cllr Crossley £69.16.

Clerk Salary, quarterly payment total £386.08. £304.80 basic amount plus £81.28 due to the extra planning meetings.

Footpath signs, Invoice received for the new footpath signs £600 Inc. vat, £500 ex vat. Devon County Council Footpaths paying £500.

Invoices received since the agenda was written, £80 for weed killing. £450 for the first aid courses. Payment will be set up shortly to be authorised.

14c) Half Year Accounts. Transfer funds to saving account.

Accounts up until 31st August. Each councillor has been sent the excel sheet of Payments and Receipts and an up-to-date budget. Payments total to £1,449.14 and Receipts total to £5,963.03. HMRC VAT reclaim has been paid into the current account £2,470.03 all councillors agreed to move this amount to the saving account for future projects. No questions all councillors are happy with the half year accounts.

15) Items for Information. Send out via email since the last meeting.

Road Closure, 25th October – 27th October 2021, West Road. This temporary restriction is considered necessary to enable – Install new 50mm duct between new kiosk and existing CSO.

16) Items to be included in the agenda for the next meeting.

Next meeting to be held on 27th October 2021. Remembrance wreath to be ordered.

Meeting Closed 9.05pm

Clerk: Selina Woollacott, Furze House, Shebbear, EX21 5RL
Tel: 01409 281280 email: clerk@sheepwashparishcouncil.co.uk