

Minutes of the Annual Council Meeting of Sheepwash Parish Council held on Wednesday 16th May, 2018, 7pm in the Village Hall.

Present: Cllr. Hackett (chairman); Cllr. Tubby; Cllr. Hutchings; Cllr. Ritson; Cllr. Newby; Penny Clapham (Locum Clerk); 16 members of the public.

1) Election of Chairman

- a) Invite nominations and elect a Chairman for the year. Cllr. Penn nominated Cllr. Hackett. Cllr. Ritson read a list of comments. Clerk advised Council that the election should be continued. Cllr. Ritson did not take this advice. Cllr. Ritson proposed himself. Not acknowledged. No other nominations. Cllr. Hackett agreed to stand as Chairman for the year 2018/19.
- b) Receive the Declaration of Acceptance of Office by the Chairman. Received.

2) Election of Vice Chairman: Cllr. Ritson proposed himself. Seconded by Cllr. Newby. No support. Deferred to next meeting, as there is no legal requirement to have a vice-chairman.

3) Appointment/Confirmation of signatories for cheque payments/enabement of bank transfers. Cllr. Hutchings, Cllr. Ritson, Cllr. Hackett remain as signatories.

4) Appointment of Representatives to Attend Meetings of Outside Bodies

Village Hall	Cllr. Penn
Devon Association of Local Councils	Cllr. Hackett
Market & Coastal Towns Initiative	Cllr. Penn, Cllr. Hackett
Footpath warden	Cllr. Ritson
Tree warden	Cllr. Ritson
Bridgeland Trust	Cllr. Hutchings

5) Appointment of Committees – if required.

HR Committee – Cllr. Trace (to be confirmed); Cllr. Tubby
Finance Committee – Cllr. Trace (to be confirmed); Cllr. Tubby

Commencement of Council Meeting

6) Apologies For Absence: Cllr. Trace. County Cllr. Parsons.

7) Declarations Of Interest: In accordance with the Code of Conduct, members are invited 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 declared.

8) 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. To include any police report.

The period of time designated for public participation shall not exceed 15 minutes.

Complaints received about the repairs in East St. Complaint. Chairman has taken this to Highways.

Parishioner informed Council that part of his property wall had been demolished during the repair of the road. The wall is to be repaired by Highways.

Comments on the current Standing Orders were answered by the Clerk.

9) County & District Councillors reports –

The take-up on the green bins for garden waste at a cost of £35 per annum is good. Torridge District Council have appointed Jane Whittaker as leader for the 4th year.

10) Minutes – to approve and sign the Minutes of the meeting held on the 20th March 2018, the minutes of the Planning meeting held on 3rd April 2018, and the minutes of the Annual Parish Meeting held on the 19th April 2017 and those of the annual parish meeting 3rd May 2018. To approve and sign the minutes of the parish meeting held on 22nd November 2017.

All minutes having been previously circulated prior to this meeting were agreed and signed by the Chairman as a true record.

11) Chairman's Report (for information only) – the situation with the roads and the poor finish. Highways have been contacted.

12) GDPR – Information and Data Protection Policy – to be adopted. Cllr. Hackett proposed adoption of this policy, seconded by Cllr. Hutchings, all in favour by show of hands.

13) Annual maintenance inspection of swing and Jubilee Park – to be agreed. Possible equipment for the play park – to be discussed.

Cllr. Ritson will arrange the inspection. Cllr. Ritson will progress the idea of equipment and will do the annual maintenance on the swing.

Standing orders suspended for parishioner to comment.

Standing orders resumed.

14) Certificate of Exemption from External Audit – to be considered and agreed. Council resolved to agree the exemption as a smaller authority.

15) Internal Audit – no issues raised. Noted.

16) Annual Governance Statement – to agree the annual governance statement. Council resolved to accept the governance statement.

17) Annual Accounting Statement – to agree the annual accounting statement. Council resolved to accept the accounting statement. All documents will be published on the website.

18) PLANNING:

Planning Applications - Torridge District Council has asked for comments from the Parish Council on the following planning applications:

- a) 1/0422/2018/OUT Outline application for 2 dwellings with all matters reserved, land at grid 248397 106445, Sheepwash

In principle council strongly support this application for two dwellings which the council believe to be bungalows. Both are for a local needs families. Clarification would be required regarding drainage, at reserved matters.

Proposed by Cllr. Ritson, seconded by Cllr. Tubby, 5 in favour, Cllr. Hackett abstained.

Planning Decisions: -

- a) 1/0173/2018/FUL Erection of one dwelling, Orchard House, East St., Sheepwash
GRANTED

19) FINANCE:

Expenditure:	Visionict Ltd annual web hosting to May 2019	£150.00	BACs
	Lee Accounting Internal Audit	£72.00	BACs
	IBIS UK Computer problem sorted	£20.00	BACs
	DALC annual subscription	£63.05	BACs
	Lawn Mower Service	£127.54	BACs
	Locum Clerk (inc. 2 meetings) expenses (from 7 th March to 8 th May inc.)	£520.00	BACs
Income:	First half precept	£3,000.00	
	VAT refund received	£147.91	

Council resolved to accept the accounts as presented. Proposed by Cllr. Hackett, all agreed.
Bank Reconciliation and Statement: circulated to all councillors.

20) Final Account – circulated for approval and publication. Noted.

21) Standing Orders- to adopt the 2018 model standing orders adapted for Sheepwash.

Standing Orders suspended for a question from the floor.

Standing Orders resumed.

Council resolved to adopt the 2018 Orders, proposed by Cllr. Hackett, seconded by Cllr. Penn, all in favour.

22) Meeting dates - to agree proposed meeting dates from July 2018 to May 2019. Proposed to keep the meeting dates as the third Wednesday, alternate months, commencing in July.

Standing orders suspended for further clarification on the green bin collection.

Standing orders resumed.

23) Commemorate the end of WW1 – July agenda

24) Request to re-site a dog poo bin – Chairman to look into this and report back at the July meeting.

25) Questionnaire – topic raised by Cllr. Ritson. Concerned that some of the suggestions made in the answers to the questions have not been discussed. Review at July meeting.

Items for Information

The next Council meeting is on Wednesday, 18th July, 7pm in the Village Hall, Sheepwash.

Meeting closed at 8.36pm.

Signed..... Position..... Date.....

Email Circulations prior to the meeting.

DALC News March/April

TAP fund advice to Black Torrington letter

Came & Co. Newsletter

Further DALC updates

National Salary Award info

Flood Risk Management strategy news

ConnectMe Devon

DALC News May

North Devon Archive Report