

## **Minutes of the meeting of Sheepwash Parish Council held on Wednesday 17<sup>th</sup> July, 2019, 7pm in the Village Hall, Sheepwash.**

Present: Cllr. Ansell (Chairman); Cllr. Crossley; Cllr. Moys; Cllr. Francis; Cllr Wheeler; District Cllr. Hurley; 8 members of the public.

**1) Apologies For Absence:** Cllr. Ritson. Cllr. Hutchings.

**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 declared.

**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.**

A reminder that members of the public are not allowed to raise issues when Council is in committee.

Parishioner about parking opposite his home on the far side of the road. Stated that he had to find the owner in order to get the vehicle moved to allow a large lorry through. Cllr. Crossley will draft a suitable polite notice requesting no parking in this area. This will be communicated through media and to the Half Moon. District Cllr. Hurley made a suggestion as to the wording.

Speeding through the village was also brought up.

**4) Village Hall** – to ascertain ownership of the hall and to discuss ways forward for the future. To agree actions and associated expenditure.

The Village Hall committee have written to Council requesting Council take on the outside maintenance costs of the hall. The committee structure has been in place since 1950. The hall is a registered charity. Standing orders suspended.

The letter was read by a member of the committee to the Council. There is a lot of maintenance work needed on the hall. How to establish formal ownership of the hall is currently ongoing. There is a constitution for the running of this hall, copy of which will be supplied to Council. Council will take action to clarify the status of the hall.

Standing orders resumed.

Agenda for the September meeting for further updates.

**5) General Power of Competence** – to adopt the GPoC as Council qualifies, with two-thirds elected councillors and a qualified clerk (CiLCA and above). Proposed by Cllr. Francis, all agreed by show of hands.

**6) Dispensation** – to grant councillors dispensation for the life of this Council (read by the Clerk). Agreed.

**7) Minutes** – the Minutes of the meeting held on the 22<sup>nd</sup> May, 2019, having been circulated by email to be approved for accuracy and signed by the Chairman. Approved and signed by the Chairman as a true record.

To approve and sign the Annual Parish Meeting minutes from 2<sup>nd</sup> April 2019. Not approved.

**8) Chairman's Report** – (for information only) Cllr. Ansell has attended two training courses run by DALC, both a chairman's course and new councillor's course. Very useful. As a Council all the assets have been inspected and a report has been raised.

## 9) County & District Councillors' reports –

District Cllr. Hurley outlined the proposed changes within Devon & Somerset Fire Service. There is a website and a link so that people can make representations on the consultation.

The annual canvas by Torridge Council is now out and should be completed and returned. This is for voting in the future and the easiest way to register is online.

Electric car charging points have been installed in some car parks in Torridge District.

Climate change – to be considered and to possibly pledge following on from the lead by Devon County Council.

The newly refurbished Bideford skate park is now open.

Cllr. Francis asked if Torridge Council put money into a general reserve annually? There are specified amounts for specified items. Chairman thanked Cllr. Hurley for his report.

**10) Social Media Policy & Protocol** – circulated prior to this meeting. Council to adopt both the Media Policy and the Protocol. Resolved. All in favour by show of hands.

**11) Facebook** – to consider the addition of a parish facebook page – Cllr. Crossley to report.

A good proportion of parishioners are on Facebook. Council considered it could be useful to have a separate page, used in conjunction with the noticeboard. Cllr. Crossley would be the administrator. Also to link to the Council website.

## 12) PLANNING:

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

### Planning Decisions:

- i.) 1/0149/2019/REM Application for reserved matters (access, appearance, landscaping, layout and scale) pursuant to application 1/0422/2018/OUT land at grid 248397 106445 Sheepwash.

**GRANTED**

- ii.) 1/0369/2019/FUL Conversion of redundant barn to 2 open market dwellings, North Barn, Upcott Barton, Sheepwash.

**GRANTED**

## 13) FINANCE:

### Expenditure:

Chairmanship Course DALC	£36.00	BACs
Playground Solutions	£72.00	BACs
Employment June/July	£240.00	BACs
PAYE Q1	£90.00	BACs
Clerk's Expenses Q1	£117.15	BACs
Good Cllr. Training x 3	£198.00	BACs
M. Ritson expenses	tbc	BACs
Village hall rental	£400.00	BACs
Q1 Bank charge	£18.00	DD

### Income:

VAT Refund	£1,381.56
Q1 bank interest	£16.05

**Bank Reconciliation and Statement:** circulated at the meeting. Internal transfer of £5,000 from current account to deposit account. Current A/c £2,924.23      Deposit A/c £21,08.26 as at 10<sup>th</sup> July.

Resolved to accept the accounts; proposed by Cllr. Francis, all in favour by show of hands.

**14) Assets & Annual Inspection of Play Equipment** – report circulated to all councillors prior to this meeting.

- a) Purchase of preservative for gazebo walls. Agreed – Cllr. Ritson to action.
- b) Repairs to bus shelter (raising ground surface/head room at corners)
- c) Changes to noticeboard and noticeboard surface. Cllr. Wheeler will contact glass companies and action the changes.
- d) Village square – repairs. Based on a brief after email to County Cllr. Parsons. Clerk to action. Major works to the square were last done in 1978. To include (b).
- e) Asset list and any amendments to be made to the current asset register.  
The post office kiosk needs repairing, then painting inside and out. Cllr. Ansell will action.  
The land by the river has over-hanging branches. Phil Siddall will be asked to quote for tidying both sides – a map will be provided.

Actions agreed but not associated expenditure.

**15) Parish Plan** – to consider creating an updated parish plan. Results of the questionnaire from the meeting held on 22/11/2017 circulated to councillors prior to this meeting.

Cllr. Wheeler led on this matter. What is a parish plan and how should it be delivered? Should a parish plan have a schedule of actions from a survey? A good plan should have outcomes which are achievable.

Suggestion of a working party to consider how to set up and investigate a parish survey. Clerk to email a copy of the parish plan from Kenn Parish Council.

To agenda for the autumn for updates.

**16) Defibrillator** –

- a) To discuss signage outside on the defib box. Cllr. Crossley showed a suitable poster. To purchase and site the sign - £21.68 + VAT.
- b) To arrange a training course on the use of a defibrillator. Heartstart, Torridge will do a course. Cllr. Crossley to arrange.
- c) To report on the battery and pads date. (pads need replacing after 3 years). Cllr. Ansell will contact SWAST to come and look at the pads.

**17) Meeting dates 2019 to May 2020** – to finalise the Council meeting dates. **3<sup>rd</sup> Weds alternate months.**

**MEETINGS ATTENDED/COUNCILLOR REPORTS: (for information only)**

**Items for Information**

The next Council meeting is on Wednesday 18<sup>th</sup> September 2019, at 7.00pm in the Village Hall.

Meeting closed at 8.44pm.

Signed.....

Date.....

**Email circulations**

DALC News May  
Visionict Newsletter  
ICO News  
Rural Policing Update

North Devon Healthcare Trust update  
P3 summer newsletter  
DALC News  
DALC News July