

**Minutes of the Extraordinary meeting of ALL SAINTS PARISH COUNCIL
of Wednesday 31st July 2019 at All Saints Pavilion at 6.30pm**

Present:

Cllrs. Forbes (Chair), Speed (Vice-Chair), Barrett and Hubbard.
Clerk & 0 members of the public.

Fire regulations and precautions:

Fire Regulations and emergency exits highlighted to those in attendance

Open Public Forum:

No members of the public in attendance. Chair closed the Public Forum.

EX19/12

Apologies Received:

Apologies received from Cllr. Lightfoot. Reason for absence approved unanimously.

EX19/13

Declarations of Disclosable Interests:

None declared.

EX19/14

Minutes:

i) To consider and, if thought fit, approve minutes of Ordinary Meeting held 2nd July 2019.

It was proposed by Chair, seconded by Cllr. Barrett, that the consideration of these minutes be deferred until the Ordinary meeting scheduled for 3rd September 2019. Resolved unanimously.

Clerk: Please add review of these minutes to that agenda accordingly.

No matters arising from those minutes.

EX19/15

Planning:

a) Planning matters to be considered

19/1432/FUL - The Firs, Alston. EX13 7LG

Raising of roof ridge height, constr. front and rear extensions.

Applicant not present. Cllrs. Speed and Lightfoot had attended property for a site visit.

After discussion, it was proposed by Cllr. Speed, seconded by Chair, that Council support the application. Resolved unanimously.

Clerk: please submit comment to EDDC planning team by deadline as directed.

Clerk was asked to contact Conservation Officer in respect of applications 19/1421/LBC and 19/1404/LBC (both received after agenda publication) to seek an extension to the comment deadline until after the 3rd September ie. date of next ordinary Council meeting

Clerk: please note and action accordingly.

b) Determinations and Decisions:

As per agenda published: 19/0567/FUL - approved with conditions.

c) Planning Correspondence to be considered;

None presented or received.

a) To consider arrangements for the management of the Pavilion and field:

It was proposed by Chair, seconded by Vice-Chair, that Cllr. Lightfoot be nominated to be the point of liaison for all such maintenance and governance matters. Resolved unanimously.
Clerk: Please note and arrange a site meeting with Cllr. Lightfoot to discuss the ongoing issues including establishment of a management group, governance, constitution & financial arrangements for the event receipts and maintenance costs in the future.
Once undertaken, a report is to be presented to full Council for further discussion.

Chair proposed that item EX19/16i) be brought forward on the agenda for discussion.

i) To consider proposal to undertake archery events/activities on recreation field:

It was proposed by Chair, seconded by Vice-Chair, that - in principle - such activities were supported by the Parish Council subject to evidence of satisfactory insurance cover and written risk assessments and activity logs being maintained by the archery group. So resolved.
Clerk: Please note arrange a meeting with Cllr. Lightfoot and the Archery group to discuss this matter further; please report back to Council as soon as possible.

Chair proposed that agenda revert back to published order of business.

b) To consider expenditure for:**i) Existing Pavilion Maintenance and utilities.****ii) Future Pavilion Maintenance and utilities.**

It was proposed by Chair, seconded by Cllr. Hubbard, that such matters be delegated to Cllr. Lightfoot, in cooperation with the Clerk, to ensure that a schedule of works is prepared and a timetable for their completion (via the Pavilion Volunteers Group) be determined. Furthermore, expenditure up to £600 was proposed for an external hi-security storage unit, and expenditure up to £300 was proposed for replacement/repair of guttering and fascias. The execution of these two projects was also delegated to Cllr. Lightfoot and Clerk. Resolved unanimously.

Clerk/Cllr. Lightfoot: Please note and action accordingly.

c) To consider donation of £175 (as previously) to All Saints PCC for Parish Newsletter costs:

It was proposed by Vice-Chair, seconded by Cllr. Hubbard, that this donation be approved. Resolved unanimously.

Clerk: Please note and action accordingly with payment to be made at month end.

d) To consider response from EDDC CEO (Mark Williams) in respect of Council's earlier resolution to see a Community Governance Review re: increased Council membership.

In light of reply received, and information supplied therein, Chair proposed that no further action be taken by Council in this respect. Resolved unanimously.

Clerk: Please note and write to Mr Williams thanking him for his kind advice and advising that Council intends to take no further action in this regard.

e) To consider appointment of Honorary Tree Warden for the parish:

Cllr. Hubbard thanked Cllr. Lightfoot for introducing Mr. Michael Davis to the Council.

It was proposed by Cllr. Barrett, seconded by Cllr. Hubbard, that Mr. Davis be appointed as the Parish Honorary Tree Warden with immediate effect. Resolved unanimously.

Clerk: Please note and write to Mr. Davis confirming the appointment.

Please also send him a copy of the agenda for next Ordinary meeting (3/9/19) and invite him to attend. Please also write to previous Tree Warden to thank him for his service to the parish and community.

f) To consider parish training and development programme:

Clerk updated members as to forthcoming courses and confirmed training budget available. Chair raised query regarding DCC Road Warden/Chapter 8 training. Clerk reported that DCC no longer arrange such courses themselves but that Council could arrange its own and seek a contribution towards costs from the County Council via the HMCE Fund.

Noted. No further action other than to ask Clerk to advise when suitable courses might be available.

g) To consider Parish Council's Correspondence Register:

Clerk updated members as to matters outstanding and correspondence received and pending.

Noted. No further action required.

h) To consider request for grant assistance for recreational equipment:

As this application had subsequently been withdrawn, no consideration of the matter was required.

j) To consider parish maintenance (grounds) pending:

Clerk apologised for the delay in organising a parish "tour" with Cllr. Barrett as previously arranged. This will take place shortly when both parties could coordinate their schedules. In the meantime, Clerk had received several complaints about the pathway and verges by the lay-by from Waggs Plot junction to Goldsmiths Lane (A358) for which DCC were unable to offer a date for the works to be completed / undertaken.

It was proposed by Cllr. Hubbard and seconded by Chair that Cllr. Barrett and the Clerk be duly delegated to arrange these works, subject to Chapter 8 precautions etc, with expenditure capped at £100. Resolved unanimously.

Clerk/Cllr. Barrett: Please note and action accordingly. Please report back to Council on 3/9 with progress update.

k) To consider request for Parish Council subsidy towards First Aid training:

After discussion, Chair proposed a £50 contribution towards a community/parish first aid event. Seconded by Cllr. Barrett. Resolved unanimously.

Clerk: Please liaise with TP to make arrangements for later in the year.

l) To consider additional training for CRWS programme:

As the Clerk had raised this matter under item F), no further discussion was necessary. Noted.

EX19/17 Finance:

a) To approve payments for July 2019

Total amount £1345.76 as per schedule circulated and published on website, but also including payment for a late arriving invoice for External Auditing fees in the sum of £240.

It was proposed by Cllr. Hubbard, seconded by Cllr. Barrett, that these be approved.

Resolved unanimously. Clerk: Please arrange to make payments accordingly.

b) To consider financial reports for July 2019 and review.

Noted and reviewed.

c) Questions to RFO in regard to these reports.

Noted and reviewed.

d) To receive update on Annual Return submission (AGAR3) for 2018/19:

Clerk reported that Council has received an unqualified Assurance (ie. no comments whatsoever) and thus has received a clean bill of financial health. Details will be published online and on the parish noticeboard as per statutory requirements. The Audit fee has been approved as above.

Clerk: Please action accordingly.

EX19/18 Matters considered as urgent for discussion:

Council has been offered a supply of Community Dog Fouling stickers at an advantageous based on volume and Chair proposed to purchase 100 of these under his delegated authority to be shared with the other Yarty Ward parishes as a gesture of co-operation.

Clerk: Please note and order under Chair's delegated authority as directed. Please liaise with the Clerks of the other parishes in Yarty ward to distribute these items accordingly.

EX19/19 Correspondence received; not already circulated to members:

Devon Fire Service Safety Consultation. This will be discussed at ORD meeting on 3/9.

EX19/20 Date of next Ordinary meeting:

3rd September 2019 - 7.30pm to be held at All Saints village hall.

With no further business to discuss, the meeting closed at 8.00pm.

Signed:

Chair

Date:
