

**Minutes of the Extraordinary meeting of ALL SAINTS PARISH COUNCIL
of Monday 5th October 2020 at 6.30pm, held in "virtual" session (remotely) as
per legislation contained within Clause 78, Coronavirus Regulations 2020.**

Present:

Cllrs Forbes (Chair), Speed (Vice-Chair), Barrett, Hubbard and Lightfoot.
Clerk, Paul Hayward. (also representing Yarty ward, EDDC)
No members of the public present online.

Online meeting regulations and guidance:

a) Chair outlined regulations and guidance pertaining to meetings held in virtual session.

Public Forum:

b) Representations received in Public Forum. **None**
Chair closed public forum.

EOM20/001

Apologies Received:

None received, all Councillors present.

EOM20/002

Declarations of Notifiable Interests:

None declared.

EOM20/003

To consider minutes of previous meetings:

Minutes of the Ordinary meeting held Tuesday 28th July 2020 were considered.

Approval of minutes proposed by Chair, seconded by Vice-Chair. Resolved unanimously.

Minutes could not be signed by Chair as a true record of proceedings due to remote nature of meeting.

Clerk to liaise with Chair to arrange signing of minutes at the earliest opportunity.

Matters arising raised: *Chair reiterated Council's willingness to allow Pavilion access to community groups*

EOM20/004

Chair's Announcements / Matters of urgency for report only:

No Chair's announcements. Clerk had no matters of urgency to bring to the meeting.

EOM20/005

Planning Matters:

**a) To consider planning applications received prior to agenda publication where
ratification of consultee comments made under delegated powers is required:**

i) 20/01822/DEM - Porch Farm, All Saints.

Demolition under Class Q planning approval.

Chair proposed that Council ratify support for this application. Resolved unanimously.

b) To consider Tree Matters: None to consider

c) Determinations / Decisions advised by EDDC, Local Planning Authority (LPA):

None to consider

d) Enforcement and Appeal Matters.

19/0078/FUL - Lily Cottage, All Saints. APPEAL in progress (delayed by Covid-19 disruption)

e) Planning Correspondence received / Planning matters in adjoining parishes.

Councillors noted the recent Greater Exeter Strategic Plan (GESP) update from EDDC ward member.

EOM20/006**Financial Matters:****a) To consider and, if thought fit, ratify payments for August & September 2020**

- i) August payments £1054.24
- ii) September payments £617.44

It was proposed by Cllr. Hubbard, seconded by Cllr Lightfoot, that these payments (as per schedules previously circulated) be approved. Resolved unanimously.

b) To consider matters of expenditure authorised under Chair's / Clerk's delegated powers. *Noted.*

c) To receive report from RFO on financial position inclusive of payments approved under a). *Noted.*

d) Questions from members of Council on aforementioned reports and financial accounts. *None.*

e) To consider application for grant support from Axe Valley Ring and Ride [AVRR](£100):

It was proposed by Chair, seconded by Cllr. Lightfoot, that grant be awarded. Resolved unan.

It was requested that AVRR provide some promotional literature to be promoted locally.

Clerk: Please note and contact AVRR accordingly.

EOM20/007**Business to be conducted:****a) To consider matters pertaining to Coronavirus in the parish:**

Chair reported that local groups were "on standby" in case national or local lockdowns were implemented.

Clerk: Please note. No further action required at this time. Retain as a standing agenda item.

Chair proposed that Item EOM20/006c) be brought forward. Agreed unanimously.

c) To consider proposed roles and responsibilities for members of Council:

The following roles have been suggested by the Chair;

Chair - Pavilion and playing field matters

Vice-Chair - Highways and Footpaths

Cllr. Barrett - Climate Change / Environment

Cllr. Hubbard - Parish Maintenance (excl. PAV&PF) and Lengthsman service

Cllr. Lightfoot - VH liaison and planning matters

This division of labour was suggested by Chair to allow members to be more involved in day-to-day running of the Parish Council. Members agreed to their roles, subject to agreement at a later stage in terms of delegated responsibilities, reporting back to Council etc. Resolved unanimously.

EOM20/007 Business to be conducted (continued):**b) To consider matters pertaining to parish, pavilion and playing field maintenance:***i) Pavilion Hire Arrangements.*

Council received update from Clerk and Chair as to current Covid limitations and restrictions.

No re-opening proposed at the current time. Noted.

ii) To consider proposal to install a second field gate along eastern field perimeter hedgeline.

Proposed by Chair that the gate be purchased and installed. 4 votes for / 1 against (AL). Resolved

Clerk: Please arrange purchase and installation as soon as is practicable.

iii) To consider parish consultation relating to proposed frequency and location of parish hedge cutting.

It was agreed that this would be deferred for time being but Clerk was asked to forward any correspondence from parishioners to Council immediately.

In the meantime, the Parish Council would undertake cutting of hedges where they posed a safety hazard to road users (as lightly as was possible) but not where a grass verge was adjacent. Cuts to be to sides only ftb.

Proposed by Chair. Resolved unanimously.

Clerk: Please liaise with Hedge Contractor accordingly.

iv) To consider proposal that PAV hardstanding project be deferred until Spring 2021.

It was proposed by the Vice-Chair, seconded by Chair, that the hardstanding project be deferred.

v) To consider proposal to share a Parish Handyperson with Chardstock Parish Council, all costs shared:

Clerk had prepared a report which had been circulated beforehand, including financial impact to Council (estimated at £1000 for the remainder of the financial year) and the anticipated benefits.

It was proposed by the Chair, seconded by Vice-Chair, that the Council seek to hire a contractor to deliver this service in conjunction with Chardstock Parish Council at the hours and rates proposed.

Clerk to forward a list of 3 possible candidates to Cllr. Lightfoot, who was delegated to make the final decision (Chardstock having agreed to accept All Saints Parish Council's nomination).

Funding for this contract will be covered within existing Council budgets for the present financial year.

Resolved unanimously. *Clerk: Please action accordingly and report back to Council accordingly.*

Resolved unanimously.

d) To consider provision of Superfast Broadband via BT into the Village Hall:

Cllr. Lightfoot declared a personal interest as a Trustee of Village Hall.

It was proposed by Cllr. Hubbard, seconded by Chair, that the basic service be continued for the time being (until the hall can be brought back into significant use post-Covid). Resolved unanimously.

Additional costs to be borne by the Parish Council and considered as part of 2021/22 budget.

Resolved unanimously. *Clerk: Please note, but no action necessary at present time.*

e) To consider proposal that Council increase the frequency of Ordinary meetings:

i) That Council should meet monthly (except for August and December) hereafter.

ii) That the dates suggested by Clerk for the following 12 months be adopted.

Proposed by Chair, seconded by Cllr. Lightfoot. Resolved unanimously.

Clerk: Please note and publish new dates online, and via local social media.

f) To consider that Council reviews its Social Media Policy to include engagement via Facebook (and therein to facilitate "livestreaming" of Council meetings):

It was proposed by Chair that Council defer a decision on this matter until the New Year to ascertain whether Virtual (or Hybrid) meetings will be necessary in future. Resolved unanimously.

Clerk: Please note and action accordingly. Bring back to Council for re-consideration in January 2021..

g) To consider proposal that Council host additional "public" meetings in Virtual format to improve engagement with parish residents:

Proposed by Chair, seconded by Cllr. Lightfoot that this was not necessary. Resolved unanimously.

Clerk: Please note. No action necessary.

EOM20/008 **To consider Council's Action Plan 2020/21:**
 Proposed by Cllr. Barrett, seconded by Cllr. Hubbard, that this matter be deferred until next meeting.
 Resolved unanimously. *Clerk: Please note and add to next agenda accordingly.*

EOM20/009 **Highways / CRWS / Footpath Matters:**

i) Highway Matters:

Nothing to report.

ii) P3 / Footpath matters

Nothing to report.

iii) Matters pertaining to littering and fly-tipping in the parish (Cllr. Lightfoot to speak)

It was proposed by Chair that this matter be deferred until the next Ordinary meeting of Council.

Resolved unanimously.

Clerk: Please note and add to next agenda accordingly.

EOM20/010 **Correspondence received:**

None that had not already been circulated to members of Council.

EOM20/011 **Chair to propose suspension of standing orders to permit public representations at this point of the meeting.**

No members of the public in attendance so this agenda item was not considered.

EOM20/012 **Chair to propose resumption of standing orders to preclude public representations thereafter at this meeting.**

No members of the public in attendance so this agenda item was not considered.

EOM20/013 **Date and time of next Ordinary meeting:**

Next Ordinary meeting was scheduled for the Tuesday 3rd November 2020 - 7pm (likely to be held "virtually")

EOM20/014

It was proposed that, under the provisions of the Public Bodies (Admission to Meetings) Act 1960, as amended by Local Government Act 1972, the public (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.

This agenda item was not heard at the request of the Chair.

EOM20/015 **Matters to be considered in confidential discussion:**

i) To consider employment matters

Due to the late running of the meeting, Chair proposed that this matter be heard at the next Ordinary meeting of Council. Resolved unanimously. *Clerk: Please add to next ORD agenda.*

With no further business to discuss, Chair closed the meeting at 8.35pm

Signed: _____ (Chair)

Date: _____

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