

**Minutes of the Ordinary meeting of ALL SAINTS PARISH COUNCIL of
Tuesday 3rd November 2020 at 7.30pm, held in "virtual" session (remotely) as
per legislation contained within Clause 78, Coronavirus Regulations 2020.**

Present:

CLlr Forbes (Chair), Speed (Vice-Chair), Barrett, Hubbard and Lightfoot.
Devon County Councillor, Ian Hall.
Clerk, Paul Hayward. (also representing Yarty ward, EDDC)
Three 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 from Honorary representatives.
c) CLlr. Hall outlined works pending on Socks Hill - now scheduled for 15th December.
d) CLlr. Hayward provided a verbal EDDC report.
e) No public representations. *Chair closed public forum.*

20/046 Apologies Received:

None received, all Councillors present.

20/047 Declarations of Notifiable Interests:

CLlr. Lightfoot declared a personal interest as a trustee of the All Saints Village Hall.

20/048 To consider minutes of previous meetings:

Minutes of the Extraordinary meeting held Tuesday 5th October 2020 were considered.
*Approval of minutes proposed by CLlr Barrett, seconded by CLlr. Lightfoot . 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 outlined new Councillor "task" roles and how they were conceived.

20/049 Chair's Announcements / Matters of urgency for report only:

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

20/050 Planning Matters:

a) To consider planning applications received prior to agenda publication:

20/1825/PDQ - Porch Farm, Smallridge, EX13 7JH

Prior approval for proposed change of use for 2 no. agricultural buildings to dwelling houses.

CLlr. Lightfoot proposed that Council opposes application on belief that site is within AONB and that, as such, these permitted development rights do not apply. BDHAONBPN * to be consulted.

Seconded by CLlr. Speed. Resolved unanimously. *Blackdown Hills AONB Parish Network

Clerk: please submit this planning consultee comment to EDDC Planning Team (East) and copy to ward member.

b) To consider planning decisions received after agenda publication & detailed on supplementary agenda.

None received.

c) To consider Tree Matters: None to consider

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

No applications determined since last meeting

e) Enforcement and Appeal Matters.

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

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

None received.

20/051 Financial Matters:

a) To consider and, if thought fit, approve payments for October 2020

October payments £723.63

It was proposed by CLlr. Hubbard, seconded by CLlr Lightfoot, that these payments (as per schedule 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 as to Council's present financial position as at present time.

Received and noted. RFO provided a budget monitor to end Q2 and outlined any significant transactions.

d) Questions from members of Council on aforementioned reports and financial accounts.

None received.

e) To consider arrangements for Council's Annual Risk Assessment.

It was recommended that Clerk circulate the draft RA to all members for their consideration and review and that this matter be discussed in depth at the next meeting of the Parish Council.

Clerk: Please note and action accordingly.

f) To consider arrangements for a meeting of the Budget and Precept Working Party

RFO explained that, due to current CV19 restrictions, a physical meeting of the WP would not be possible. The billing authority, EDDC, needs to have received the Council's precept demand by late January 2021 & RFO therefore suggested that he prepare a draft B&P forecast and provide a hard copy to all members for their perusal and review and that the figures and calculations be considered at the next meeting.

Proposed by Chair. Resolved unanimously.

Clerk: Please note and action accordingly.

g) To consider award of honorariums for parish volunteers and honorary representatives under Section 137 powers.

It was suggested that, in light of sensitivity of the issue, this be considered as a confidential item.

Proposed by Cllr. Hubbard, seconded by Vice-Chair. Resolved unanimously.

Clerk: Please note and ensure matter is discussed under agenda item 20/059 below.

h) To consider delegation to RFO (in conjunction with the Chair) of the authority to make necessary payments on behalf of the Parish Council in November and December; said payments to be ratified at the next Ordinary meeting of the Council in January 2021.

This motion is considered in accordance with the extant Financial Regulations of the Parish Council.

Vice-Chair proposed, seconded by Cllr. Lightfoot. Resolved unanimously.

20/052

Business to be conducted:

a) To consider matters pertaining to Coronavirus in the parish:

Chair thanked Mr. Shaw for his regular Covid-19 / community newsletters. Nothing further to add.

Clerk: Please note. No further action required at this time.

b) To consider matters pertaining to parish maintenance, Pavilion and recreation ground:

i) Clerk advised that, in light of existing CV19 restrictions, no hires / events were permissible. Noted.

ii) Clerk reported that - should the Lengthsman be appointed (see d) - most of the maintenance tasks outstanding at the Pavilion and field could be attended to under that contract. Noted

Cllr. Lightfoot reported that he had been in communication with residents adjacent to the recreation field and that he intended to attend to the ditching / drainage works in the NW corner as soon as possible.

Clerk: Please note and make all necessary maintenance arrangements pending further appointments.

c) To consider Council's Correspondence register:

As at the date of this meeting, there were no items outstanding for action or response. Noted

Clerk: please note and maintain register for future meeting review.

d) To consider appointment of shared parish Lengthsman with Chardstock Parish Council.

Proposed by Cllr. Hubbard, seconded by Cllr. Barrett that Council appoint the preferred candidate.

Hours of work proposed: 2 per week (on a flexible delivery format with Chardstock as need arises).

Resolved unanimously. Clerk: Please notify the successful candidate and begin scheduling tasks.

Cllr. Hubbard will take over day-to-day liaison with Lengthsman once outstanding tasks completed.

e) To consider arrangements for review of Council's extant policies.

Clerk explained that the policies previously adopted were out-of-date now and required some review.

A suggestion was put forward that Clerk circulate 2 or 3 at each meeting for consideration rather than attempting to undertake them all at one meeting. This was felt to be a sensible approach.

Clerk: Please circulate as recommended for review at January's ORD meeting and monthly thereafter.

f) To re-consider provision of Superfast Broadband (Fibre) to AS Village Hall.

At the previous extraordinary meeting held 5th October 2020, Council had resolved to continue the existing standard broadband service (paid for by the Parish Council) but not to proceed with a service upgrade. This decision had resulted in a flow of correspondence from residents and thus the matter was up for discussion again. **Chair proposed temporary suspension of Standing Orders to allow Mr. Shaw (representing the Village Hall Trustees) to speak on the matter. Resolved unanimously.**

Mr. Shaw explained that there was a fibre cabinet & junction point very close to the hall (on School Lane) and that the existing service to the hall was delivering barely 1mbps and almost no upload speed.

The discussion took in matters such as DCC's "Connecting Devon and Somerset" programme and Cllr. Hall was asked about progress in that area which he kindly reported on. He also agreed to seek further details officers at County Hall about the wider delivery of faster broadband to rural parishes across Devon.

At this point, another resident - Mr. Feeney - asked to speak. Agreed by Chair.

After significant further debate, and representations from parties present, the following motion was put:

It was proposed by Cllr Lightfoot, seconded by Cllr. Barrett, that Council rescind the earlier decision made at the Extraordinary meeting of 5th October 2020 (EOM20/07d) and then to enter into a contract with the existing broadband provider to deliver a Halo service for a period of 24 months to secure a faster fibre service to the village hall, delivering upto 76 mbps (download) and faster upload speeds.

Costs per almost identical to the basic service being charged for at present so no material cost implication to the Parish Council other than the extension of the contract term into 2022, and thus a factor in future budgeting and precept considerations and demands. Resolved unanimously.

Clerk: Please note and action accordingly. Report back to Council with progress re: upgraded service.

Mr. Shaw and Feeney thanked Council for their decision in this matter. Cllr. Hall wished all members of Council and public a very Merry Christmas and a Happy New Year and left the meeting at 8.35pm.

Chair proposed that Standing Orders be resumed. Resolved unanimously.

g) To consider Council's Action Plan 2020/21:

No amendments proposed. Content noted. Please add to February agenda for re-consideration.

Clerk: Please note and action accordingly.

h) To consider matters pertaining to flytipping and littering in the parish; Cllr. Lightfoot to speak.

Members discussed the issue. No further action proposed at this time other than vigilance and reporting.

Clerk: Please note and action accordingly.

20/053 Highways / CRWS / Footpath Matters:

i) "Doing what matters" project

Clerk reported that "Doing what matters" report had been submitted and that DCC Highways were working through it to schedule the works that Council had prioritised for action.

ii) Socks Hill highway works.

As mentioned above, Cllr. Hall has provided a works date of 15th December for completion.

Clerk: please note and monitor Socks Hill repair status and keep Council up-to-date in this respect.

ii) P3 / Footpath matters

Hon. Footpath Warden (Mr. Pedder) was present and gave a verbal report of works ongoing / necessary.

Confirmation received that Annual P3 survey forms had been received & were scheduled for completion.

Mr. Pedder sought confirmation of current P3 reserve balance. RFO advised.

Chair thanked the Hon. Footpath Warden for all of his hard and diligent work on behalf of the Parish.

Suggestion was made that new "Welcome the Parish" packs be created and handed to new residents.

Chair proposed that an initial print run of 50 be undertaken. Resolved unanimously.

Clerk: please note and action accordingly via existing printing and stationery budgets.

20/054 Correspondence received:

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

20/055 Chair to propose suspension of standing orders to permit public representations at this point of the meeting.

No members of the public wished to speak so this agenda item was not considered.

20/056 Chair to propose resumption of standing orders to preclude public representations thereafter at this meeting.

No members of the public wished to speak so this agenda item was not considered.

20/057**Date and time of next Ordinary meeting:**

The next meeting of the Parish Council was scheduled for 12th January 2021, it having been previously resolved that Council would not meet in December. Venue as yet undetermined but likely to held in "virtual session" in light of ongoing Coronavirus restrictions and legislation.

Clerk: Please note and publish agenda accordingly on parish website, local social media and noticeboards.

20/058

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.

Proposed Chair, seconded Vice-Chair. Resolved unanimously.

All members of the public and honorary representatives left the meeting at this point.

20/059**Matters to be considered in confidential discussion:**

i) To consider employment matters

Discussed and recommendations made. **It was proposed that the recommendations of NALC's 2020 Pay Settlement be adopted and that, furthermore, Clerk's remuneration be increased to SCP level 19 backdated to the 1st April 2020 as per contractual obligations. Proposed Chair, seconded Cllr. Hubbard. Resolved unan.**

RFO: Please note and action accordingly.

ii) To consider matter of parish honorariums (see agenda item 20/051g above)

It was proposed that 3 honorariums be made to parish volunteers under s.137 powers available to Council.

Proposed Chair, seconded Vice-Chair. Resolved unanimously.

Clerk: Please note and arrange for honorariums to be presented accordingly.

With no further business to discuss, Chair closed the meeting at 9.30pm

Signed: _____ (Chair)

Date: _____

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Actions to be carried out as a result of this evening's meeting:

Action Required	By	When	Spend	Notes
Submit planning Comments	Clerk	ASAP	n/a	20/050a)
Make payment for OCT	RFO	DONE	£723.63	See payment schedule / financial reports
Circulate Risk Assessment	RFO	By December	n/a	For reconsideration in January
Create budget forecast for 2021-22 and circulate	RFO	By January	n/a	MUST be considered and approved on 12th January latest
Continue maintenance tasks	Clerk	Ongoing	As budgeted	See 20/052d) also
Appoint Lengthsman	Clerk	ASAP	As budgeted	When tasks completed, liaise with JH for handover
Create Policy Review sched.	Clerk	By Jan 12th	n/a	And monthly thereafter until all complete
Upgrade ASVH broadband	Clerk	ASAP	Contract term	See 20/52f). Please liaise with MS and VH comm.
Action Plan Review	Clerk	February '21	n/a	Add to agenda for February ORD meeting
Socks Hill road repair	Clerk	Dec-20	n/a > DCC works	Monitor progress and keep Council / IH aware.
Welcome to Parish Packs	Clerk	ASAP	Within 2020-21 budget allocation	50 copies to be printed initially.
Execute resolution re: pay award	RFO	B/date to 1/4/20	To be calculated	Increase to SCP19 and adoption of NALC 20-21 pay settlement.