

**Minutes of the Ordinary meeting of ALL SAINTS PARISH COUNCIL of
Tuesday 2nd March 2021 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), Hubbard and Lightfoot. (Quorate)
Clerk, Paul Hayward. (also representing Yarty ward, EDDC)
Cllr. Ian Hall (DCC, Axminster Division)
Five members of the public present online, including prospective Cllr. Tom Galvin.
Tim Pedder (Hon. Footpath Warden)
Meeting started at 6.30pm.

Public Forum:

- a) Chair outlined regulations and guidance pertaining to meetings held in virtual session.
 - b) i) No Police Report available for review
 - ii) Mr. Feeney (Hon. Broadband Representative) had provided a written report, previously circulated.
 - iii) Mr. Shaw (N/Hood Watch Coordinator) provided a verbal report on related matters in the parish.
 - c) Cllr. Hall had not yet prepared his March report but provided a verbal update.
He gave his advance apologies for the next meeting scheduled for the 6th April 2021.
 - d) Cllr. Hayward (EDDC) provided a short verbal report to Councillors.
Cllr. Hayward confirmed that he had written, as directed, to Neil Parish MP
but that no response had been forthcoming as yet.
 - e) No representations from members of the public.
- Chair closed public forum at 6.40pm.*

20/93 Apologies Received:

None. All members are present.

20/94 Declarations of Notifiable Interests:

Cllr. Hubbard declared a personal interest in item 20/101b) as a near neighbour of the applicant. Noted

20/95 To consider minutes of previous meetings:

Minutes of the Ordinary meeting held Tuesday 2nd February 2021 were considered.
Approval of minutes proposed by Cllr Speed, 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: *None that would not be covered elsewhere on the agenda.*

20/96 To consider matters pertaining to the current Casual Vacancy on the Parish Council:

Clerk confirmed that only 1 nomination had been received; from Mr. Tom Galvin, present this evening.
Chair welcomed Mr. Galvin and thanked him for his interest in becoming a Parish Councillor.
It was proposed by Cllr. Lightfoot, seconded by Cllr. Speed, that Mr. Galvin be duly co-opted to the Parish Council with immediate effect; Clerk confirmed that a copy of the agenda had been served upon him. Resolved unanimously. Chair welcomed Cllr. Galvin to the membership of All Saints Parish Council.
Clerk signed the Declaration of Acceptance of Office form in sight of members (virtually).
Clerk: Please liaise with Cllr. Galvin to undertake the induction process and provide all necessary forms.

20/97 Chair's Announcements / Matters of urgency for report only:

No announcements made. No matters of urgency to be discussed.

20/98 To consider any matters listed on this agenda that Councillors consider should be dealt with as confidential business as per the provisions of The Public Bodies (Admissions to Meetings) Act 1960:

No matters considered as confidential.

20/99 To consider matters pertaining to the Coronavirus situation in All Saints parish:

Chair had nothing further to add on this matter.

20/100

Highways / CRWS / Footpath Matters:

i) Footpaths / P3.

Mr. Pedder kindly gave a verbal report on P3/Footpath matters in the parish.

Replacement gates are still awaited, due to a supply issue at DCC.

The annual P3 survey and financial grant claim had been successfully submitted as a joint effort between Mr Pedder and the Clerk and Council awaits DCC PROW response and confirmation of grant award.

Mr. Pedder had also asked DCC for some "Dog Mess" signage for parish fingerposts to publicise nuisance.

Cllr. Lightfoot identified a damaged stile on FP41 and Mr. Pedder assured Council he would attend to this.

Chair thanked Mr. Pedder for his continued sterling works and service to the parish and Council.

ii) DCC/DWM programme. iii) To receive update on highway issues in Knights Lane.

Cllr. Hall spoke briefly to outline the recent correspondence from DCC's Highways Officer regarding the downgrading of the scheduled works in Knights Lane particularly and budget pressures elsewhere in Devon.

Cllr. Lightfoot declared a personal interest in this agenda item as a resident of Knights Lane.

Cllr. Lightfoot thanked Cllr. Hall for his efforts & confirmed that one or two potholes had recently been filled.

Clerk confirmed that no response had been received to earlier correspondence on this matter from any of the recipients (other than Cllr. Hall).

20/101

Planning Matters:

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

None to be considered.

b) To consider planning applications received after agenda publication:

21/0539/FUL - Finches, Churchill, EX13 7LZ

Change of use of storage building into annexe and holiday accommodation.

Clerk confirmed that no objections had been received from neighbours as at the date of this meeting.

It was proposed by Cllr. Lightfoot, seconded by Cllr. Speed, that Council supported this application.

Resolved unanimously.

Clerk: please note and submit comments to EDDC accordingly.

c) To consider tree matters (planning related):

None received.

d) LPA Decisions as advised (determinations):

As published on agenda (Council's website updated accordingly)

e) Enforcement and Appeal matters:

PP-07533972 - Lily Cottage, Goldsmiths Lane, All Saints. Appeal awaiting decision. Noted

f) To consider planning correspondence received / planning matters in adjoining wards:

None received.

g) To consider planning applications which are to be heard at forthcoming EDDC

Planning Committee meetings:

None scheduled at present.

20/102

Financial matters:

a) To consider and review Council's financial reports for February 2021:

These reports had been previously circulated to members. Noted.

b) To ratify payments for February 2021 (£1301.53) as per schedule previously circulated:

Approval proposed by Cllr. Hubbard, seconded by Cllr. Lightfoot. Resolved unanimously.

c) To delegate to the RFO the authority to make payments as necessary prior to the financial year end (31/03/2021) to enable the closedown of the 2020-21 Financial Year accounts prior to the next Ordinary meeting of the Parish Council on 6th April 2021 where ratification of these payments (and the review of the EOY financial reports) can be considered:

It was proposed by Cllr. Speed, seconded by Cllr. Lightfoot. Resolved unanimously.

d) To consider financial implications from May 2021 of cost relating to hybrid meetings at the village hall:

Clerk had prepared a report which was outlined at this meeting on the possible implications

of current legislation lapsing and financial consequences of those possible outcomes.

In light of this, **Chair proposed that - in accordance with Clerk's advice, and that from DALC - the date of the**

Annual Meeting (AM) remain unchanged for the 4th May 2021 to allow the business to be attended to at

that meeting to be conducted by way of a virtual meeting (Coronavirus Act 2020).

Clerk: Please add to April ORD agenda for an update on such matters.

20/103

Business to be conducted:

a) To consider review of Council's policies (partial review) as per previous resolution:

- i) Training & Development Policy (last reviewed 2019)
- ii) Action Plan 2021/22
- iii) Disciplinary & Grievance Policy (last reviewed 2019)

Cllr. Speed proposed adoption of all three revised and updated policies/plans.

Seconded Cllr. Lightfoot. Resolved unanimously.

b) To consider matters pertaining to Council's Social Media activity/usage:

It was proposed by Cllr. Hubbard, seconded by Cllr. Speed, that Council wished to make no changes to Council's extant Social Media Policy. Resolved unanimously.

c) To receive update on Fibre Broadband provision in All Saints parish:

Council had earlier received a written report from Mr. Feeney and was aware that the Ward Member had written on this subject to the local constituency MP. Noted by Council and Clerk was asked to ensure Council is kept up to date with progress and developments in this regard. Communications with various commercial partners are continuing as to what is available, at what cost and any timescales identified.

Clerk: Please note and keep members abreast of ongoing progress.

d) To consider arrangements for the re-opening of the Pavilion building (on recreation field):

Members considered that re-opening prior to the 21st June (as per recent Government guidance) would be unwise and impractical and that it should remain closed for the time being on safety grounds.

The recreation field was, however, open for business as a place for outdoor exercise.

It was felt that parishioners should be consulted as to their thoughts on future use.

Clerk was asked to bring this matter back to the Ordinary meeting scheduled for 6th April 2021.

Clerk was asked to publicise Council's wish to seek parishioner opinion on the long term use of the amenity by way of a suitable social media post and inclusion of an article in the next parish magazine edition.

Clerk: Please note and add to 6/4/21 agenda. Please action other requests from Councillors.

Cllr. Lightfoot asked for details of the field lease "break clause". Clerk confirmed he would forward to all members.

Clerk: Please note and action accordingly by emailing a copy of the lease to all members.

e) To consider creation of a Parish Sustainability / Environmental Charter Policy:

It was proposed by Cllr. Lightfoot, seconded by Cllr. Speed, that this matter be deferred for consideration until Councillors can meet together to give it the proper level of scrutiny and discussion which remote meetings via Zoom do not afford them. Resolved unanimously.

Clerk: Please note and bring back to Council once physical meetings have resumed.

f) To consider purchase of additional Parish Information Booklets (PIB's) at a cost of circa £250:

Cllr. Lightfoot felt that this was another topic that required more discussion and consideration before any decision was made as the issue of parishioner engagement was very important.

It was proposed by Chair, seconded by Cllr. Lightfoot, that Council does not proceed with the purchase at the present time but that a working group consider this later in year. Resolved unanimously.

Clerk was also asked to update the internal parish information schedule and publish a copy online, via website and social media channels, and provide a copy of the revised list to all members.

Clerk: Please note and action accordingly. Diarise for later in year to discuss again.

g) To consider proposals for replacement of Parish Noticeboard outside the Village Hall:

It was agreed "in principle" that Council should consider replacing the noticeboard as it was in a poor condition; proposed by Cllr. Hubbard, seconded by Cllr. Speed. Resolved unanimously.

However, Cllr. Lightfoot kindly offered to examine the noticeboard to determine whether it could be suitably repaired at lesser cost and to return back to members with his findings at the earliest opportunity.

Mr. Shaw (on behalf of Village Hall trustees) felt that an alternative location would not be appropriate.

Clerk was also asked to obtain quotes for a replacement unit in a variety of materials (metal, wood etc).

Clerk: Please note and action accordingly. Liaise with Cllr. Lightfoot to bring this matter back to Council at the first opportunity for a reconsideration of the subject.

h) To consider and formulate the Parish Council's response to the EDDC Local Plan initial consultation:

Clerk outlined the basis behind the review and why local council's opinions were being sought.

It was proposed by Cllr. Lightfoot, seconded by Cllr. Galvin, that no response be submitted on the Council's behalf but that individual members of Council were encouraged to submit their own views and opinions.

Resolved unanimously. Please note. No further action necessary.

20/104**Correspondence received:**

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

20/105**Chair to propose suspension of standing orders to permit public representations at this point of the meeting.**

Proposed by Chair. Resolved unanimously. Standing Orders hereby suspended.

No members of the public wished to speak.

20/106**Chair to propose resumption of standing orders to preclude public representations thereafter at this meeting.**

Proposed by Chair. Resolved unanimously. Standing Orders hereby resumed.

20/107**Date and time of next Ordinary meeting:**

The next meeting of the Parish Council was scheduled for Tuesday 6th April 2021 - Earlier time of 6.30pm 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.

20/108**Proposal to move into closed committee session.**

This agenda item was not considered as there was no business to be attended to in confidential session.

20/109**Date and time of next Ordinary meeting:**

This agenda item was not considered as there was no business to be attended to in confidential session.

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

Signed: _____ (Chair)

Date: _____

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per legislation contained within Clause 78, Coronavirus Regulations 2020.**

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

Action Required	By	When	Spend	Notes
<i>Provide TG with induction pack and forms</i>	<i>Clerk</i>	<i>ASAP</i>	<i>None</i>	<i>As per requirements of Local Government Act 1972</i>
<i>Submit Planning Comments</i>	<i>Clerk</i>	<i>By deadline</i>	<i>None</i>	<i>Minute Entry 20/101b)</i>
<i>Consider Coronavirus Act 2020 implications</i>	<i>Clerk</i>	<i>For 6/4 ORD</i>	<i>None</i>	<i>Minute Entry 20/102d)</i>
<i>Update Policy matrix</i>	<i>Clerk</i>	<i>ASAP</i>	<i>None</i>	<i>Minute Entry 20/103a)</i>
<i>Broadband updates</i>	<i>Clerk/KF</i>	<i>As approp.</i>	<i>None</i>	<i>Minute Entry 20/103c)</i>
<i>Seek parishioner views on Pavilion usage</i>	<i>Clerk</i>	<i>ASAP</i>	<i>None</i>	<i>Minute Entry 20/103d)</i>
<i>Add same matter to April ORD agenda</i>	<i>Clerk</i>	<i>By 6/4</i>	<i>None</i>	<i>Ditto.</i>
<i>Sustainability Charter; Add to future agenda</i>	<i>Clerk</i>	<i>ASAP</i>	<i>None</i>	<i>Minute Entry 20/103e)</i>
<i>Seek quotes for NB</i>	<i>Clerk</i>	<i>ASAP</i>	<i>None as yet</i>	<i>Liaise with Cllr. Lightfoot. Minute Entry 20/103g)</i>
<i>Publicise next ORD meeting on 6/4/21</i>	<i>Clerk</i>	<i>ASAP</i>	<i>None</i>	<i>Via usual channels</i>