

CRUWYS MORCHARD PARISH COUNCIL

Parish Council meeting was held in Cruwys Morchard Parish Hall on Thursday 10th May 2018 at 8 p.m.

1 MEMBERS PRESENT

Mr G. Hall (Chairman), Mr A. Chave, Mrs J. Mitchell, Mr R. Hill

2 APOLOGIES FOR ABSENCE

Mr. N. Baker (Work commitments), Mr D. Berry (Family bereavement)

3 NON-ATTENDANCE

Mr G. Kingdom, Mr M. Lake

4 MINUTES OF PREVIOUS MEETINGS

The minutes of the meeting held on 12th April 2018 had already been circulated prior to the meeting.

Proposal: Agreement to the content of the minutes was proposed by Mr Chave and seconded by Mrs Mitchell and was unanimously agreed by the meeting and duly signed by the chairman.

5 DECLARATION OF INTEREST

None

6 MATTERS ARISING

None

7 PLANNING APPLICATION (18/00579/CLU) Certificate of lawfulness for the existing use of a building as a residential ancillary accommodation, associated use of land as residential garden and pond for a period in excess of 4 years at Longacre Pennymoor Tiverton Devon EX16 8LQ.

The meeting had a short discussion.

Proposal: Mr Chave proposed and Mrs Mitchell seconded no objections to this application and the meeting unanimously agreed.

8 BACS TRANSFER PAYMENTS

The clerk asked whether it could be agreed that all payments, where possible, made on behalf of the parish council, can be made via a BACS transfer.

Proposal: Mrs Mitchell proposed and Mr Chave seconded agreement to parish council payments being made via a BACS transfer when able or if not by cheque and the meeting unanimously agreed.

9 DALC GDPR training payment

The clerk stated that she had received an invoice for the GDPR training she attended last month amounting to £48.00.

Proposal: Mr Chave proposed and Mrs Mitchell seconded agreement to make the payment of £48.00 to DALC and the meeting unanimously agreed. The clerk stated she will make the necessary BACS transfer payment.

CRUWYS MORCHARD PARISH COUNCIL

10 DEFIBRILLATOR

The clerk reported she had now obtained representatives for the Working Group as follows:

Cruwys Arms
Pennymoor Timber
Linda Lake
Parish Hall
Young Farmers

After some discussion it was decided to invite the above group to attend a parish council meeting to talk about the aims of the group. The clerk was asked to contact them and give them some alternative date choices.

11 NOTICEBOARDS

The Clerk stated that currently the noticeboards outside the Cruwys Arms, Pennymoor is inaccessible due to the building they are site on being renovated and a large hole has had to be dug around where the noticeboards are. She had spoken to the builders who stated that it is likely in the very near future that the noticeboards will have to be removed from where they currently are positioned

Some discussion took place as to where the noticeboards could be rehoused. It was decided that the clerk would ask the Cruwys Arms owners if they could be put up on one of their walls along where they are currently positioned.

12 INTERNAL AUDIT

The clerk stated that she had received the Annual Internal Report 2017/18 which had been signed with no comments made.

13 ACCOUNTS 2017/8

The clerk passed around a copy of the accounts for 2017/8.

Proposal: Mrs Mitchell proposed and Mr Chave seconded acceptance of the accounts and the meeting unanimously agreed. The accounts were signed by the Chairman and Clerk.

The clerk confirmed that the internal audit had been done signed off on the Accounts 2017/8 and no issues had been made.

14 ANNUAL RETURN

a) Certificate of Exemption

The clerk confirmed that the Certificate of Exemption of the Annual Return was completed on behalf of the parish council as they met all the requirements needed.

Proposal: Mr Chave proposed and Mrs Mitchell seconded agreement to sign the certificate on behalf of the parish council and the meeting unanimously agreed. The Clerk and Chairman duly signed the Certificate of Exemption.

b) Annual Governance statement

The Clerk read out the 8 questions on the Annual Governance statement which all were answered Yes by the meeting.

Proposal: Mrs Mitchell proposed and Mr Chave seconded agreement to the Annual Governance statement being signed on behalf of the parish council and meeting unanimously agreed. The Chairman and the clerk duly signed the Annual Governance Statement.

CRUWYS MORCHARD PARISH COUNCIL

c) Accounting Statements

The clerk had completed the Accounting Statement 2017/8 and showed the meeting.

Proposal: Mr Chave proposed and Mrs Mitchell seconded agreement to sign the Accounting Statements on behalf of the parish council and the meeting unanimously agreed. The Clerk and Chairman duly signed the Accounting Statements 2017/8.

15 ANNUAL INSURANCE RENEWAL

The clerk stated that she had received from Community First Trading the invoice for the annual insurance subscription with Zurich Municipal amounting to £181.73 which had been increased by 3% from last year. The renewal date is 1st June 2018.

Proposal: Mr Chave proposed and Mrs Mitchell seconded agreement to pay £181.73 and the meeting unanimously agreed. The Clerk confirmed that a BACS transfer payment would be made.

16 GDPR

The clerk stated that she had attended the recent DALC training session on the GDPR and found it useful but did leave some questions unanswered.

The DALC has just inform us that the decision on whether a parish council has to appoint a Data Protection Officer is still being discussed.

The clerk is at present creating a Privacy Policy and Privacy notices for Parish Councillors and staff and hopefully by the next meeting all decision about the DPO will have been made.

The clerk mentioned that in order to retain the parish email addresses that she holds it will be necessary to send out Consent Forms, but she is working on the best way to achieve this. The Chairman is to attend a meeting at Mid Devon DC offices on GDPR at the end of May and will report back at the next meeting.

17 HIGHWAY PROBLEMS

There was much discussion about the many potholes and road problems in the parish and that some had been fixed but there was still many to be done. The clerk reminded the meeting that they should continue to use the Devon CC interactive map to report highway problems.

The clerk was asked to chase Devon CC about the broken fingerpost at Greenland Head which had been knocked down by a lorry turning at the junction. Devon CC has all the details of the lorry responsible for the damage.

Meeting closed 9:30 p.m.

Signed (Chairman)..... Date.....