**Minutes of Coldridge Parish Council Meeting 7.30 on Thursday September 17th 2020 via Zoom.**

**Present:** **Councillors** Andrew Green, Marion Born, Chris Burrows, John Smith, Jim Sampson, Jeff Burrows, and DCC Councillor Margaret Squires

**Clerk** Keyth Richardson

**Open Forum.** There was no Open Forum due to COVID-19 constraints. No issues had been raised by parishioners with a Councillor or the Clerk.

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|  | item |  |
| 2020/21-27 | **Recording of meetings** | The meeting was not being recorded |
| 2020/21-28 | **Apologies** | none |
| 2020/21-29 | **Declarations of interest** | None reported |
| 2020/21-30 | **Minutes** | The minutes of the meeting on July 16th 2020 were approved. |
| 2020/21-31 | **Local outbreak management plan meeting re Covid-19** | This was a zoom meeting run by Devon Communities together and DALC.  The agenda was suited mainly to larger councils as the topics included Prevention; Multi-Agency Response; High risk settings such as large employers; Establishing regular volunteers who work to a rota.  It became clear that Coldridge Parish Council, through the appointment of John Smith as SPOC and his editorship of the Bulletin, which was published during the height of the outbreak, were exactly what a small parish council could and should do.  It was concerning that some attendees had limited understanding of GDPR and medical confidentiality and expected surgeries to divulge information on vulnerable patients to a Council, and others were using the Electoral Roll in ways which appear to be illegal. There was much wittering about enforcing a local lockdown, which is outside the scope of any Parish Council.  Some discussion took place over Community Emergency Plans, but as each potential emergency will be different there is little point in Coldridge Parish Council spending time producing one. It is small enough and flexible enough to be able to respond quite quickly to any emergency when required to do so. |
| 2020/21-32 | **Deposit of records at Devon County Record Office** | The Clerk had been in touch with DRO and has now delivered the following to them. Once a formal receipt is obtained this will be circulated and copy sent/delivered to Crediton Library to go in their Coldridge box  Coldridge Parish Council Minute book 1945 -1986  Coldridge Parish Council Minute book 1987- 2011  Coldridge Parish Council Minutes from October 2011 to 28th March 2018  Coldridge Annual Parish Meeting Minute book 1970 – 2011  Coldridge Parish Council Accounts book 1983-2008  Audited accounts 2005/06 2006/07 2007/08 2008/09 2009/10 2010/11 2011/12 2012/13 2013/14 2014/15 2015/16 2016/17 2017/18 2018/19  Golden Jubilee information 2002  2012 Queens 60th Jubilee Celebration  Records relating to footpath and bridleways within Coldridge Parish Council from 1949 Survey to 2010. These have all been included in the current Devon County Council definitive map  Correspondence from 2002 to 2009 ref the phone box in the village  Village Green and Eastleigh Improvements 2002 including successful application for the Village Green to be Common Land |
| 2020/21-33 | **East Leigh bin emptying arrangements** | An East Leigh resident had contacted the Clerk to see why this bin was not being emptied. In brief the Clerk contacted MDDC who did not have it on their list of bins, possibly due to an oversight or change of responsibility. Historically this bin had been emptied by a local resident who had removed the black sack and out it out for collection but was now unable to do so.  After a discussion between the Clerk and Jason at MDDC (07866 545140) this has now been added to the list of bins to be emptied by MDDC. |
| 2020/21-34 | **Woodland Trust tree offer** | It was noted by the Council that this offer was only for trees which will be planted on land accessible to the local community and as the only such land in the Parish is the village green, which has enough trees already, this offer was not going to be taken up. |
| 2020/21-35 | **Town and Parish Charter** | MDDC is planning a review of the Charter and Parish Councillors been asked to look at the current Charter and advise on any revisions required. No suggestions were made as to any possible revisions. |
| 2020/21-36 | **Planning** | Woodbridge House. This had been circulated earlier and no objections had been raised, but when it was announced in the Crediton Courier that it would affect a footpath Chris Burrows offered to investigate. Having carried out a site visit and spoken to the applicant it was clear the only effect on the footpath might be a visual one, as the changes could be seen from the footpath, but there was a hedge and 30 feet between the footpath and the development, so any impact would be minor, if at all. |
| 2020/21-37 | **Highways** | The following points were raised by councillors and it agreed to ask the Clerk to email these to Margaret Squires for her to discuss with Stephen Tucker from DCC Highways  The Give Way sign on the road from Coldridge village to Frogbury Cross was damaged and requires replacement  The road from Quarry Foot Cross towards Punchbowl is very poor (outside the Parish)  The sump buster on the road from Thorn Corner to West Leigh is still a danger, but due to the dry weather has not been as wet as normal  The road from Blackditch Cross to Lapford is bad, (Councillors are advised to report these using the DCC website)  There are patches of tarmac in The Square which are crumbling and breaking up and will soon become potholes. (Councillors should report these on the DCC website)  The hedge running from Farley’s Grave to West Leigh is badly overgrown and will be on the agenda for the November meeting, to see if has been cut. The late cutting of this hedge has been a problem in the past |
| 2020/21-38 | **National Salary Award 2020** | The Clerk left the meeting for this item so a free and full discussion could take place. The Council agreed to implement the National Salary award and to increase the Clerk’s hourly wage from £9.96 to £10.24 an hour from April 1st |
| 2020/21-39 | **Finance** | The following payments were agreed  a. clerk’s wages £264.62  b. clerk’s expenses £23.40  c. Andrew Kendall clock winding £30  d. Helen Smith grass cutting £200 |
| 2020/21-40 | **Councillors reports** | There was wide ranging discussion on the overgrown yew trees in the churchyard which are obscuring the clock: a war memorial which has been restored at great expense by the Parish Council. Some possible actions were discussed but no decision made.  John Smith, our Councillor Advocate, gave brief description of the role and sought a second member of the Council to join him as a back-up in case he was unavailable. The wider issue of the very poor take up by other councils of the Councillor Advocate role is not something Coldridge Parish Council can do anything about. It is an issue for the Police and Crime Commissioner’s Office. Margaret Squires offered to encourage other parishes within her area to join in with this initiative.  The car park for residents of the houses at Frogbury Cross is too small, leading to cars parking on the highway close to the junction with the B3220, which causes problems for cars turning off the B3220 heading towards West Leigh, as well as limiting the width of the lane which can cause problems for tractors and trailers. The Clerk was asked to contact the Neighbourhood Team at MDDC to request the car park be enlarged by making three spaces into tandem spaces.  The following was raised under highways but is not strictly speaking a highways issue.  The sewage treatment plant situated just to the north of East Leigh on the Chilverton Road is not working properly. It is overflowing, the water outlet is discharging coloured water, which is contaminated, into the ditch and the fertiliser effect of this is causing the grass verge to grow quickly and the narrow the road.  The Clerk was asked to investigate this and report it the MDDC. It was agreed that this may become an Environmental Health issue as well as a DCC Highways one if not dealt with promptly.  Margaret Squires asked to be kept informed of the progress made on this issue. |
| 2020/21-41 | **Dates of next meetings** | The final one for 2020 is 19 Nov, which is expected to be a Zoom meeting  Dates for 2021 were agreed as January 21st, March 18th, May 20th, July 15th, September 16th and November 18th. |

The meeting closed at 20:55. Following the meeting the minutes for July 16th were taken by the Clerk to the Chairman for signature.

Signed: