

The members of Morebath Parish Council are summoned to the following meeting of

Morebath Annual Parish Council Meeting postponed from May 2020 due to the coronavirus epidemic.

The meeting will be held in Morebath Village Hall at 7.30pm and all those attending are requested to be seated by 7.15pm.

Members of the public are welcome and asked to observe social distancing and, for the protection of themselves and others, wear a mask or face shield. Should the number of people in the Hall exceed a safe number, they will be requested to stand outside the Hall observing the 2m social distancing rule where they will be able to hear the meeting through their mobile phone via a teleconference, the numbers for which will be made available outside the Hall.

The toilet will be open for emergencies only and the kitchen will be closed.
Please bring your own water to drink.

MEMBERS: Councillors John Westcott (Chairman), Tony Conway, L Hagenbrock, Mrs P Reed, Mrs S Shaw, Mrs S Shipperley, A Wilson.

Clerk: Sue Squire

Invited

Cllr Polly Colthorpe	-	County & District Council Representative
Cllr Ray Stanley	-	District Council Representative
Cllr Andrew Moore	-	District Council Representative

Members of the public are also invited to attend and have the opportunity to speak in Item 4 only.

AGENDA

1. Election of Chairman

2. Chairman to read and sign Declaration of Acceptance of Office

3. Election of Vice Chairman

4. Open Forum. Members of the public are invited to make representations for a maximum of 3 minutes per person, with a request that items which have already been mentioned are not duplicated.

5. Apologies

6. Declarations of Interest

7. Dispensation to Councillors

8. Reports.

8.1 County Councillor Mrs P Colthorpe

8.2 District Councillors A Moore and R Stanley

9. Review of Compliance and other Council matters.

- Standing Orders
- Financial Regulations
- Code of Conduct
- General Risk Assessment
- Equal Opportunities Policy (New version for this year)
- Grievance Policy (New for this year)
- Dignity at Work/Bullying and Harassment Policy
- Grant Giving Policy
- Complaints Procedure
- Freedom of Information Publication Scheme
- Data Protection Policy (Updated for this year)

- **Data Privacy Policy (New for this year)**
- **Subject Access Requests Policy (New for this year)**
- **Safeguarding Policy**
- **Protocol for filming and the press**
- **Agreement for Councillors to receive communications by email**
- **Insurance – Policy has been renewed from 1 June 2020**
- **Asset Register**

The above documents will be circulated to Councillors separately who are requested to read the documents and be fully acquainted with the details with a view to either adopting the paperwork or suggesting suitable amendments where it is no obligatory to have specific wording in place.

10. Approval of the Minutes of the Parish Council Meeting held on 18/5/20

11. Matters Arising from the Minutes.

11.1 Picnic Bench and Seat.

Councillor Wilson to advise a price for these items, obtained from Mole Valley Farmers.

Councillor Conway to advise a quote from Mr T Ellicott for fixing the items.

11.2 Visit of the Environment Agency Flood Resilience Office.

Confirmation received that this has been rescheduled for Tuesday, 19 January 2021.

11.3 Alleged camping at Whitehall Farm Garden.

Councillors had spoken to the owner and clarification was given for the reason a tent and barbecue was in the garden. Councillors had been advised.

11.4 Defibrillator in The Anchor Inn, Exbridge.

The Clerk had circulated the Invoice from St John Ambulance giving details of the cost of the defibrillator and cabinet. Further details will be given regarding the price.

11.5 Grass Cutting. Councillor Conway to advise on his conversation with Mr S Kelland and the areas which are being cut.

11.6 Fly Tipping. Councillors are requested to give their opinions as a result of the report at the meeting on 18 May 2020.

12. Planning.

12.1 Planning Applications to consider. At the time of preparing the Agenda, there were no Applications to consider.

12.2 Planning Correspondence: To note the following MDDC Decision Notices:
Approvals for:

- **19/02017/FULL** – Alterations to access and provision of driveway to serve residential parking area and adjacent land, provision of six residential parking spaces and erection of boundary walls and fences at Holwell Farm, Bampton
- **20/00111/FULL** – Variation of condition (2) of planning permission 16/01007/FULL to allow the holiday lodge to be used as a permanent dwelling at Gilberts Lodge, Morebath
- **20/00489/PNCOU** – Prior notification for the change of use of an agricultural building to 1 dwelling under Class Q – South Combe Farm, Shillingford

13. Finance.

13.1 Balances and reserves will be tabled.

To consider whether funds should be allocated to the reserves.

13.2 Payments to approve:

- | | |
|--------------------------------------|---------|
| • Mrs S Squire Salary and Expenses * | £265.95 |
| • HMRC | £ 50.80 |

- Mrs A Marshall 2019/20 internal audit £100.00
- Brushford Parish Council 50% contribution towards defib £690.00
- JAG Signs Road Traffic Sign £126.88

* The increase in photocopying and postage is due to significant paperwork being sent to Councillor Mrs Reed as a result of communication in connection with the coronavirus epidemic.

13.3 2019/20 Audit.

To note that the details were submitted to the internal auditor and the subsequent Report has been circulated to Councillors. Items raised will be dealt with at subsequent meetings.

The Certificate of Exemption has been submitted to the external auditors.

14. Communication with Parishioners.

14.1 To consider a new dedicated Parish Council only website or agreement to pay Mid Devon Council to update and maintain the Parish Council link on the MDDC website.

Councillors have been forwarded details of the Parish website accessibility audit carried out by MDDC on 9 June 2020.

14.2 To consider a communications strategy to maintain effective dialogue with parishioners.

15. Correspondence. All circulars have been forwarded to Councillors.

15.1 MDDC. Email regarding the late start for grass cutting

15.2 Tania Weeks, DCC Public Rights of Way. In connection with the Definitive Map Review, Tania would like to read the old Parish Minutes. She has found there is a Minute Book for the period 1894 until 1921 in the Heritage Centre in Exeter, but cannot find any later Minute Books. She is specifically looking for Minute Books since 1921 and asks if they could have been deposited at the Bampton LARC.

15.3 Councillor Advocate Scheme registration (Office of the Police and Crime Commissioner). Details were forwarded to Councillors on 30 May 2020.

To consider the nomination of Councillor Wilson who has expressed an interest.

15.4 MDDC. Code of Conduct Consultation. To consider a response to the details emailed on 1 July 2020.

16. Items raised by Councillors / Clerk

16.1 Clerk's Leave. 21 – 31 August inclusive.

16.2 November 2020 and January 2021 meetings. The Clerk has other meetings on the same day in Tiverton making it difficult to attend by 7.30pm. She will request that those two meetings only commence at 8pm.

In the case of the January meeting, the Environment Agency officer is due to give a talk, so that meeting could, in effect, commence at 7.30pm and the actual Parish Council business commence when it has concluded around 8 – 8.15pm.

17. Next meeting: Tuesday, 15 September 2020 at 8pm in Morebath Village Hall.

Sue Squire (Clerk) Dated: 17 July 2020