

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

Morebath Parish Council
to be held by Zoom on Tuesday, 16 March 2021 at 7.30pm

Due to the on-going coronavirus epidemic, public gatherings are not being held, for the safety of all.

Joining instructions:
<https://zoom.us/j/97649254344?pwd=VjdRSVp2Zm5DMW93K0FFeIZaOHVQdz09>

Meeting ID: 976 4925 4344
Passcode: 879032

Or dial by your location: 0330 088 5830

MEMBERS: Councillors J Wescott (Chairman), T Conway, Mrs P Reed, Miss L Hagenbrock, Mrs S Shaw, Mrs S Shipperley, A Wilson.

Clerk: Sue Squire

Invited

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| Cllr Polly Colthorpe | - | County 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 6 only.

AGENDA

1. Mr Tom Keating, Licencing Officer MDDC.

Mr Keating has advised that he is unable to attend the meeting due to not having sufficient time to prepare as a result of staff shortages.

It was not possible for a member of the planning team to attend and it has been suggested that the Minutes relating to the licencing talk was provided so that a suitable reply could be given. This will no longer be the case with Mr Keating unable to attend.

2. Apologies. Councillor Mrs S Shaw.

3. Declarations of Interest

4. Dispensation to Councillors

5. Minutes of the Parish Council Meeting held on 19 January 2021

To be agreed as a correct record.

Actions Arising / Updates:

5.1 Picnic Bench and Seat. Written permission from the landowner has been obtained and the s106 application submitted to MDDC.

5.2 Definitive Map Review. Councillors have been advised that the Reports on the two Morebath DMR proposals will be presented to the DCC Public Rights of Way Virtual Committee meeting on 11 March 2021.

The Minutes are not yet available on the DCC website.

5.3 New HGV Traffic Sign. The signage production company has been closed during much of the pandemic and the Clerk is hoping to have a reply as to when the sign will be ready.

5.4 Webpage on MDDC website. After sending a number of emails to the officer at MDDC and no reply being received, the Clerk made further enquiries and was told that he was no longer at Mid Devon. They have a new person starting at the end of March and the Communications Officer will be in touch with a view to getting the website completely up to date at that time.

5.5 Councillor Mrs Shipperley – dog fouling in the village

5.6 Councillor Mrs Shipperley – DCC Locality Grant for refurbishment of bus shelter.

5.7 Councillor Conway – missing lids from two inspection chambers.
The precise location had been advised and the matter dealt with by DCC Highways.

6. Open Forum: Members of the public are limited to three minutes per item.

7. Reports. Written Reports are requested for circulating to Councillors ahead of the meeting.

- 7.1 County Councillor (PC)
- 7.2 District Councillors (RS) (AM)
- 7.3 P3 Parish Paths Partnership.

To note that the local co-ordinator has submitted the annual Survey Forms and the Clerk has submitted the Summary of Expenditure to DCC Public rights of Way Department.

7.4 Mrs S Squire, Parish Clerk.

To note a written Report on her attendance at an Internal Controls training course.
It is important to read this as Items 9.3 and 9.4 refer

8. Planning. To consider the following Planning Applications:

- **21/00484/FULL – Variation of Condition 2 of Planning Permission 20/00178/FULL to allow alterations to Unit 2 cabin only – Whitehall Farm, Morebath**
- **21/00285/HOUSE – Erection of two-storey side extension and single storey rear extension – 1 River View, Exebridge**

8.2 Planning Correspondence:

The following Planning Applications have been considered between meetings and responses sent to MDDC as follows:

- **20/01908/FULL – Erection of field shelter and 3 movable bird enclosures, formation of track and hardstanding, entrance gates and creation of pond at Firdown House, Morebath.** No objections.
- **20/01151/FULL – Change of use of agricultural land to a mixed agricultural and equestrian use to include the erection of a stable block/shed and formation of new vehicular access at 1 West Timewell Hill Cottage, Morebath.** Change of description. No response sent due to insufficient Councillors replying.

8.3 Planning Decision Notices: To note the following Approval Notices:
20/02025/HOUSE – siting of an external wood fired boiler at Combeland, Morebath

20/01815/FULL – Erection of a single storey dwelling as holiday accommodation at Warmore Farm, Morebath.

8.4 Application 20/01789/FULL – Change of use of hall solely for use by holiday makers to public use – Duvale Priory, Bampton. To note this was on the Agenda for consideration by Members at the virtual meeting of the Planning Committee on 10/3/21.

9. Finance.

9.1 Balances to be tabled.

Reserves will be circulated to Councillors.

9.2 Payments to approve:

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|---|---------|
| • Mrs S Squire Salary and Expenses | £225.60 |
| • HMRC | £ 50.60 |
| • Mr W Dart Grass Cutting | £TBA |
| • G J Strong Refurbishment of bus shelter | £295.06 |

9.3 Bank Account. As a result of the Clerk's Report on her attendance at an internal controls training event, Councillors to consider opening a new account with Unity Trust Bank for all transactions to be dealt with online by BACS.

A response from NatWest Bank is awaited enquiring the procedure that they adopt if the account is left with them.

9.4 Adoption of Internal Controls Policy. To consider a Policy prepared for Morebath Parish Council by the Clerk, circulated separately to Councillors. This was recommended by the trainer of the internal control course, irrespective of banking arrangements.

9.5 Grass Cutting. Councillor Conway will propose that grass cutting is carried out by Mr S Kelland, with one area being cut by MDDC, for which a quotation is expected by the meeting.

10. Correspondence.

10.1 Email from the Neighbourhood Highway Manager – Doing what matters.

The details will be sent separately to Councillors.

10.2 Email from Mid Devon Planning Consultations. Mid Devon Housing and Economic Land Availability Assessment – Call for Sites. The email was forwarded to Councillors on 8/2/21.

11. Items raised by Councillors: No items have been raised.

12. Item raised by the Clerk – Scheme of Delegation

Councillors have been forwarded a DALC Newsletter which covers remote meeting regulations and the sunset clause.

The legislation permitting Councils to meet remotely will come to an end on 6 May 2021. As it currently stands, all Council meetings held on, or after 7 May, must therefore return to a face-to-face format.

This means that the Council has to start preparing for physical meetings from 7 May. The DALC, NALC and other local government bodies are lobbying the government about this, especially as Town and Village Halls have not received details of any regulations on re-opening to the public and the fact that the rule of 6 will still apply.

It has been suggested that Councils adopt a Scheme of Delegation. The Clerk has researched model documents and will circulate details which have been tailored to Morebath Parish Council, for approval.

It is not necessary to hold an Annual Parish Meeting under the current legislation but the Parish Council will have to prepare for the Annual Parish Council Meeting (AGM) in May.

Councillors may wish to consider holding the May meeting, scheduled for Tuesday 19th, ahead of any new legislation coming in on 7 May, so that it can be held remotely.

In this situation, the Clerk has ascertained from the DALC that Annual Parish Council Meetings can be held remotely from 1 May to 6 May (including the weekend and Bank Holiday) and it may be necessary to change the May from Tuesday 19th meeting to do this.

The DALC suggests there is merit in having a Scheme of Delegation in place, whatever the circumstances, and it could be that nearer the time, the government will extend the legislation surrounding remotely held and face-to-face meetings and the Clerk is keen for the Parish Council to be prepared for either scenario.

13. Next meeting: Subject to Item 12 above - either Tuesday, 19 May 2021 at 7.30pm by Zoom or a date between 1 and 6 May 2021.

This will be the Annual Parish Council Meeting (AGM).

The accounts for the year ended 31 March 2021 will be approved and the 2010/21 Annual Return completed and approved.

Sue Squire (Clerk) Dated: 11 March 2021