

# MINUTES POUGHILL PARISH COUNCIL MEETING

Held in the Village Hall at 7:30pm on Thursday 17<sup>th</sup> March 2022

**Attendees:** Karen Wellerd (Chair) (minutes), Cllr. Polly Colthorpe, Paul Mapp, Julian Wild, James Clark

**Members of Public:** - Mark Charlton and Rob Taylor

1. **Democratic Period** - Public Questions – none.
2. **Apologies** – Cllr Squires, Keeley Wells (Clerk)
3. **Declaration of Interests** – None
4. **Minutes of Previous Meeting** held on 20<sup>th</sup> January 2022
  - 4.1 Approval of Minutes from previous meeting – Date amended and agreed as a true record of the meeting.
  - 4.2 Update on actions from previous meeting –
    - Online Banking Paul Mapp – completed forms sent to Lloyds, but nothing heard. Action – Chair or clerk to give Lloyds a call.
    - Community Enhancement Fund Grant Application – now closed for 2021/22. Will open again in April. The Chair is obtaining quotes for the replacement fingers and fingerposts from a sign company with a view to applying after April.
    - Bus Stop Wall – DCC Highways say the area behind the bus stop is neither a Highway Maintained at Public Expense nor a Public Right of Way (PROW). The land is recorded as Unregistered on the Land registry. Clerk to check with the DCC PROW officer.
5. **Finance**
  - 5.1 Notification of payments and receipts in the period and current financial status. The current cash Book balance is £2,670.93, plus £1,000 in the Instant Access Savings Account. The Defibrillator Fund has reached the target and now stands at £2,515.60.

Date	Details	Receipt	Payment
20-Jan	Defibrillator Donation	£5.00	
20-Jan	A Cheriton		£150.00
29-Jan	Defibrillator Donation	£750.00	
31-Jan	Clerks Pay		£92.46
31-Jan	HMRC TAX/NI		£23.00
21-Feb	Hedgerow Print		£73.00
28-Feb	K Wells Clerks Salary		£92.46

5.2 The purchase of the Defibrillator, cabinet and spare pads from First Rescue Training and Supplies and the CPR Training Kit from the British Heart Foundation was approved. Proposed by JW and seconded by PM. All in favour.

Electrical installation – the quote from ONT was rejected as being too expensive. Still waiting for a quote from Roberts Electrical. The engagement of an electrician at maximum cost of £160 (Inc VAT) to install the defibrillator cabinet was approved. To be awarded to either Dart Electric or Roberts Electrical, depending on who offers the lower quote. Proposed by PM and seconded by PC. All in favour.

5.3 The reimbursement to the Clerk of £17.49 for the purchase of Printer Ink was approved. Proposed by KW and seconded by JW, all in favour.

5.4 A payment of £9.73 to Wendy Baldwin relating to a back dated pay award was approved. Proposed by KW and seconded by JC, all in favour.

## 6 Governance

6.1 Freedom of Information Policy V1.1 was approved. Proposed by KW and seconded by JW, all in favour.

6.2 The appointment of Alison Marshall to carry out the internal audit was approved. Proposed by KW and seconded by JC, all in favour.

## 7 Planning – Cllr. Clark

6.3 There was no update available on the potential enforcement issue concerning the erection of stabling at Crediton Cross.

## 8 District Councillor/County Councillor Report

The MDDC budget was finally approved. Details of how to claim the £150 council tax rebate to offset higher energy bills have been sent to residents.

## 9 Correspondence

- Jubilee Celebrations Locality Budgets - email from Cllr Squires has been forwarded to the Village Hall Committee.
- 20 is Plenty – all agreed this was not something the Council will be pursuing. Clerk to write to Seddon's to decline their offer.

## 10 Chair's Report

The Clerk has handed in her notice, her last working day will be April 29th. Councillors joined the Chair in thanking her for the work she has done and wished her well for the future. The post has been advertised on the DALC website, Facebook and Nextdoor.

The next meeting will be the Annual Public Meeting (which will start at 7.15pm), followed by the Annual Parish Council Meeting.

Two posts supporting the handrail next to the steps at the entrance to the churchyard have become rotten at the base, causing the handrail to become unsafe. Cllr Mapp has removed the handrail and put a warning notice on the gate. Three costed options were discussed. The first option, replacing like with like, at a cost of £80 was approved. Proposed by KW and seconded by JW, all in favour.

Cllr Mapp will determine whether it is possible to put another rail on the other side of the steps as it is understood a resident stumbled and fell a couple of years ago because there was no rail on this side.

The Chair closed the meeting at 20.30

Next meeting – 19<sup>th</sup> May 2022 - 7.15pm Annual Public Meeting, 7.30pm Annual Parish Council Meeting