

The members of Morebath Parish Council are summoned to a Parish Council Meeting of

Morebath Parish Council
on Tuesday, 21 September 2021 in Morebath Cricket Club Pavilion at 8pm.

Please read the important information below so that the meeting is conducted in safety.

- ◆ This in-person Parish Council Meeting will be subject to the Parish Council's Risk Assessment which will be displayed on the main door.
- ◆ Hand sanitiser will be available and all attendees should use this before entering the Pavilion.
- ◆ Members of the public are requested to wear face coverings.
- ◆ As far as practicably possible, this will be a paperless meeting to promote safety of all present, to avoid numerous people touching various pieces of paper.
- ◆ It should be noted that no spare Agendas, copies of Minutes will be available at the meeting.
- ◆ Similarly, no copies of Planning Applications, if applicable, will be available to view or pass around. Councillors are requested to view the details online before the meeting to acquaint themselves with the details.
- ◆ Members of the public are eligible to attend the meeting. It should be borne in mind that space is limited in the Pavilion when complying with social distancing.
- ◆ It is requested that representations are sent to the Clerk before the meeting for Councillors to study to avoid members of the public having to speak at the meeting and bring notes with them.

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

Clerk: Sue Squire

Invited

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|--------------------------------|---|---------------------------------|
| Cllr Richard Chesterton | - | 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 8 only.

AGENDA

1. Apologies.

2. Declarations of Interest

3. Dispensation to Councillors

4. Minutes of the Parish Council Meeting held on 20 July 2021

To be agreed as a correct record.

5. Actions Arising / Updates:

- 5.1 Picnic Bench and Seat.** Councillor Wilson to advise on revised quotations and other information obtained.
- 5.2 Webpage on MDDC website**
The Clerk will advise that the webpage is up to date as at the end of July 2021
- 5.3 Communications including quotations for a new website for consideration**
Councillor Mrs Shaw to advise on her research by way of a Report circulated to Councillors ahead of this meeting.
- 5.4 Grass Cutting**
Councillor Conway to advise on his enquiries regarding a new contractor

5.5 **Overgrown vegetation at The Round House, Exebridge**

To note that the Clerk has written to the owners requesting that they attend to this on the grounds of safety

- 5.6 **Buildings at Risk Survey and Register.** Two days after the meeting, District Councillor Moore advised at Templeton Parish Council (where Mrs Squire is also Parish Clerk) that a revised letter is to be circulated clarifying details, and in this connection, the action noted at the July meeting was not followed up, as the questions should be answered in the revised letter from MDDC.

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

7. Reports.

7.1 County Councillor R Chesterton. To give more details of the Reconnect Rebuild and Recovery Grant

7.2 District Councillors A Moore and R Stanley

8. Planning.

8.1 **The following Planning Application had been considered between meetings under the Scheme of Delegation:**

21/01462/HOUSE – Erection of rear and side extension at Jays Lodge, Morebath. A response of ‘no objections’ had been submitted to MDDC.

Planning Correspondence: To note the following:

- **Application 20/01789/FULL** – Change of use of hall solely for use by holiday makers to public use – Duvale Priory, Bampton. This application is the subject of an Appeal and Councillors were advised on 31/7/21. Any comments were requested by 12/8/21 which had to reach the Planning Inspectorate by 1/9/21. None were received.
- **Application 20/00969/FULL** – Widening of gate entrance and provision of access track – Fourwinds, Hukeleyhead Cross, Morebath. Planning permission granted.
- **Application 21/0112/LBC** – Listed Building Consent for internal layout alterations, alterations and replacement of ground floor window timber casement on North East façade and external alterations to the design of the stair access to upper terrace – Holwell Farm, Bampton. Planning permission granted.
- **Application 21/01012/PNCOU** – Prior notification for the change of use of an agricultural building to 1 dwelling under Class Q – South Combe Farm, Shillingford. Planning permission granted.
- **Application 21/00671/HOUSE** – Erection of orangery – Velthams Court, Morebath. The Application has been withdrawn.

9. Finance.

9.1 **Balances to be tabled. Reserves as at the end of August will be circulated to Councillors.** Details of reserves as at July had been circulated to Councillors after the last meeting.

9.2 **Payments to approve:**

- | | |
|------------------------------------|---------|
| • Mrs S Squire Salary and Expenses | £255.85 |
| • HMRC | £47.80 |

9.3 **2020/21 Audit.**

The External Auditor has acknowledged receipt of documents under the exempt status.

To address the items raised in the internal auditor’s report.

- ◆ Asset Register. This totals £11,514.30 where the Annual Return notes £9,559. To agree the correct amount. Councillors had been circulated with the Asset Register to study ahead of the meeting.
- ◆ Depreciation of items.
- ◆ Assets no longer held by the Parish Council can be deleted from the Register.

9.4 Bank Account.

9.5 To discuss the resurfacing of the Parish Council car park.

9.6 Information Commissioner's Office – Renewal of Data Protection Fee.

This will be collected by direct debit on or before 21/9/21 in the sum of £35.00

9.7 P3 Grants. The Clerk has investigated the reason why no grants have been received for 2020/21 and 2021/22. More details will be given and it is hoped to confirm that the payments for both years have been made.

10. Correspondence.

10.1 DCC – Devon Free Tree Scheme. Email dated 24/8/21 circulated to Councillors refers. To consider following this up.

11. Items raised by Councillors / Clerk:

11.1 Councillor Mrs S Shipperley

- ◆ Review of the Grounds Maintenance Programme
- ◆ Asset Management Checks
- ◆ Litter picking events around Morebath

11.2 Clerk's Annual Leave. 25 September to 3 October inclusive.

12. Next meeting: Tuesday, 16 November 2021 at 7.30pm in Morebath Village Hall. This will incorporate the budget setting meeting for 2022/23.

Sue Squire (Clerk) Dated: 16 September 2021.