

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

**Morebath Parish Council**  
**on Tuesday, 27 September 2022 in Morebath Village Hall at 7.30pm.**

MEMBERS: Councillors A Wilson (Chairman), T Conway, Mrs P Reed, K Stone, J Wescott, P Wood.

**Clerk: Sue Squire**

**Invited**

**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 26 July 2022**

To be agreed as a correct record.

**5. Actions Arising / Updates:**

**5.1 Picnic Bench and Seat.** Councillor Wood to advise on his conversations with local people as to what they would like to see.

Meanwhile, the Clerk is about to submit a funding application via a S106 form to MDDC for a set of goal posts / nets.

**5.2 Website.** The Clerk will give the current position.

**5.3 Resurfacing of the Parish Council Car Park Entrance.** Councillor Wilson will advise that a quotation from R W Gale Ltd has been accepted in the sum of £4,835.00 + VAT, having previously been delegated powers to do this on behalf of the Parish Council.

The work has been carried out.

**5.4 Weeding / Maintenance.** Councillor Wilson to confirm this has been done.

**5.5 Letter regarding amateur drama.** The Clerk has included the details in The Signpost. The Signpost editor has also passed the information to the Bampton Players. Councillors to advise if local people had been able to help.

**5.6 Clerk's Contract of Employment reflecting new arrangements for leave entitlement.** Councillors have been forwarded a draft for studying with a view to approving at this meeting.

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

**7. Reports.**

**7.1** County Councillor R Chesterton.

**7.2** District Councillors A Moore and R Stanley

## **8. Planning.**

**8.1 Planning Application 22/01234/FULL - Gilberts Lodge.** It was brought to the Parish Council's attention that there were two additional documents which were not included in the original bundle of documents when the Parish Council considered the application on 26 July 2022.

At the request of the Chairman, the Clerk contacted MDDC Planning Department in this regard and the reply from the planning officer was as follows:

'You are correct that the design and access statement was initially missed off the application file, I understand that it was inadvertently not provided when the application was submitted. In answer to the first question, it is not normal practice to send a formal re-consultation when additional information is received, although I appreciate that it may have been useful on this occasion. There is no expectation that the Parish Council reconsider the application at the next meeting, however should they wish to, there will be time to do so as this application will need to go to Planning Committee'.

The Chairman has requested that for completeness, this is noted at the meeting and to ensure that all Councillors are in agreement with the original response submitted, which was:

**Morebath Parish Council wishes to recommend approval of this application.**

**Planning Correspondence:** To note the following Application was received between meetings and a response of 'no objections' was submitted to MDDC: **22/01499/FULL – Change of use of land from agricultural to domestic garden – land and buildings at South Combe Farm, Shillingford.**

## **9. Finance.**

**9.1 Balances to be tabled.**

**Reserves as at the end of August will be circulated to Councillors.**

**9.2 Payments to approve:**

- |   |           |
|---|-----------|
| • Mrs S Squire Salary and Expenses  | £231.80   |
| • HMRC  | £ 51.60   |
| • R W Gale Ltd Road resurfacing at Morebath car park<br>Includes reclaimable VAT of £942.00 | £5,652.00 |
| • DALC Training   | £ 55.20   |
| • DALC Attendance of Cllr Stone at the AGM  | £ 35.00   |

**9.3 Online banking with NatWest.** Councillor Conway to advise on his enquiries.

**9.4 2021/22 Audit.** Email from external auditor P K F Littlejohn acknowledging receipt of the Notification of Exempt Status which has been logged. No review will be performed and consequently no auditor certificate and report, or any other closure documentation will be issued by them.

Smaller Authorities Audit Arrangements (SAAA). This is the last year of the current five year contract and Councillors have been circulated with the details.

The Clerk will recommend that the Parish Council continues to remain opted in with the arrangement.

A report from the internal auditor IAC Audit and Consultancy will be advised when received.

The Clerk will advise that the period for the exercise of electors rights ended on 11 August 2022.

## **10. Correspondence.**

**10.1 Information Commissioner's Office.** The data protection renewal fee of £35.00 is due and was taken by direct debit on 21 September 2022.

A fee of £40 is applicable if paid by other means.

Confirmation has been received that the data protection has been renewed and a Certificate received expires on 21/9/23.

**10.2 MDDC Parish Review. Email circulated to Councillors on 24/8/22 refers.**

At the Annual Parish Council Meeting on 31 May 2022, it was proposed, seconded and agreed that Morebath Parish Council should not merge with Bampton Town Council.

Because of this proposal, the item cannot be revisited for six months (November 2022).

The Second Stage Consultation is allowing the electorate to comment on proposals from 23 August to 23 October.

To discuss whether Morebath Parish Council should make residents aware of this consultation and that they can have their say on the future arrangements of the Parish.

The draft proposals for Morebath on the MDDC website state:

*'A submission was received suggesting that the parish should be merged with Bampton Town Council. However, no formal representation from Bampton Town Council has been received. As Morebath's only boundaries are with Bampton, it was agreed that this should be put forward for the 2<sup>nd</sup> Stage giving the opportunity for making any further representations from both councils and residents.*

To consider making representations under the 2<sup>nd</sup> Stage Consultation process to advise that Morebath Parish Councillors voted in May 2022 not to agree the merger.

## **11. Items raised by Councillors / Clerk:**

**11.1 Training.**

**Councillor K Stone has attended for a DALC e-learning course 'The Introduction to Local Councils'.**

**Councillor K Stone has been booked onto 'Being a Good Councillor' Webinars delivered by the Devon Association of Local Councils as follows:**

- **Webinar 4 – 14 September. The Council in the Community**
- **Webinar 3 – 16 November. Local Council Meetings.**
- **Webinar 1 – 21 September Roles and Responsibilities**
- **Webinar 2 – 19 October. Powers, Duties and the Precept**

The training fee of £18.00 per Webinar will be deducted from the budget of £100.00 agreed at the 2022/23 budget setting meeting on 11/1/22 and ratified on 18/1/22, set aside for this purpose.

Councillor Stone wishes to represent Morebath Parish Council at the DALC AGM on 5 October 2022 at Exeter Racecourse.

To agree that Councillor Stone is given voting rights on behalf of Morebath Parish Council at the event.

**11.2 Councillor K Stone** will ask for permission to put a poster in the Mason Kings Farm Shop with a short biography and contact details to encourage parishioners to contact

him, and other Councillors if they wish to be included, with any issues for the Parish Council to consider.

**11.3 Clerk's Leave.** To date, the Clerk has had 11 days leave. The new entitlement is that 28 days are applicable.

Leave requested to the end of the year is:

24 – 28 October 2022 (5 days)

11 November (Friday) (1 day)

24 November – 2 December 2022 (7 days)

9 & 16 December (Fridays) (2 days)

22 & 23 December (2 days), then the usual leave in line with MDDC for Christmas

**11.4 Archive Filing.** The Clerk has undertaken extensive archive filing during the Summer and will ask Councillors for permission that Minute Books are deposited in the Devon Record Office.

An inventory will be provided as to the details in the Record Office's care.

**12. Next meeting:** Tuesday, 22 November 2022 at 7.30pm in Morebath Village Hall.

Sue Squire (Clerk) Dated: 22 September 2022.