

Minutes of Morebath Parish Council Meeting held on Tuesday, 22 November 2022 in Morebath Village Hall at 7.30pm.

Present: Councillors A Wilson (Chairman), Mrs P Reed, K Stone, J Wescott.

Mrs S Squire, Parish Clerk

42. Apologies. Councillor T Conway, District Councillors A Moore and R Stanley.

43. Declarations of Interest.
Councillor Stone declared a Prejudicial Interest in Minute No. 50.3.
Councillor Mrs Reed declared a Personal Interest in Minute No. 49.1.

44. Dispensations to Councillors. None.

45. Approval of the Minutes of the Parish Council Meeting held on 27 September 2022.
Approved and signed as a correct record.
Proposed by Councillor Stone, seconded by Councillor Mrs Reed and unanimously agreed.

46. Actions Arising / Updates:

46.1 Section 106 Application for Play Equipment.
The Clerk was in the process of submitting this, not finding the form very user friendly.
Action: January 2023 Agenda.

46.2 Website. Councillor Stone to advise the name of a company he had noticed while at the DALC AGM.

The Clerk to contact a person in one of her other Parishes who had constructed a website.

Councillor Wilson to approach a person he knew for a quotation.
Action: January 2023 Agenda.

46.3 Online banking – Councillor Conway. When sending his apologies, Councillor Conway advised that he was pursuing NatWest with a view to getting the arrangements on the banking system.
Action: January 2023 Agenda.

46.4 Vacancy on the Parish Council. A Notice of Vacancy has been on display. MDDC has clarified that the Parish Council can co-opt a person at any time because the current vacancy occurred before 4 November 2022, which is the cut off date for co-options to take place if resignations are received between then and May 2023, due to it being an election year, with Parish (and District) Council elections taking place on 4 May 2023.

46.5 Letter regarding amateur drama. The Clerk had contacted the person who made the initial enquiry to advise that no local information had been forthcoming.

- 46.6 Clerk's Contract of Employment.** This item was deferred to the next meeting for the following amendments to be made.
Councillor Stone felt that the Clerk should be paid mileage at 45p per mile in line with MDDC and DCC; £2 per month towards homeworking expenses; 28 days holiday pro rata and holiday period from 1 January.
Proposed by Councillor Wescott, seconded by Councillor Mrs Reed and unanimously agreed.
Action: Updated document to be signed at the January 2023 meeting.
- 46.7 Refuse Collection Details.** Councillor Wilson confirmed that he had forwarded details of refuse collection to District Councillor Moore.
- 46.8 MDDC Parish Review.** The Clerk had responded to MDDC as directed.
- 46.9 DALC AGM Form of Proxy.** This had been submitted by the Clerk.
- 47. Open Forum.** No members of the public were present but the Clerk advised that she had been in protracted email correspondence with a person who had been interested in a property for sale at Whitehall, but had decided not to proceed.
- 48. Reports.**
- 48.1 County Councillor R Chesterton.** Not present.
- 48.2 District Councillors.** Not present.
- 48.3 Mrs S Squire, Parish Clerk.** A written report on her training delivered by the National Association of Local Councils "Working Between the Tiers of Local Government" on 28 September 2022 had been circulated to Councillors.
- 49. Planning.**
- 49.1 Application 22/02123/CLU – Certificate of Lawfulness for existing use of a dwelling in breach of agricultural occupancy condition on Planning Permission 4/36/90/11BR for a period in excess of 10 years – Blackbridge Farm, Morebath.**
- Councillor Mrs Reed declared a Personal Interest as a friend.
- Councillor Wescott proposed that the following response was sent: Morebath Parish Council do not believe there has been a breach for a period in excess of 10 years but would support the lifting of the agricultural occupancy condition.**
- Seconded by Councillor Wilson and agreed.**
Action: Clerk
- 49.2 Planning Correspondence:** The following MDDC Decision Notices were noted:
APPROVAL for:
- **22/01499/FULL** – Change of use of land from agriculture to domestic garden – South Combe Farm, Shillingford.
- 49.3 Planning Application 22/01234/FULL – Erection of a replacement dwelling with garage / workshop and landscaping following demolition of existing – Gilberts Lodge, Morebath.**

It was noted that the application had been placed on the Agenda for consideration by Members at the hybrid meeting of the Planning Committee on 30 November 2022.

50. Finance.

**50.1 Balances: NatWest Current Account as at 1/11/22: £19,907.72
NatWest Business Reserve Account as at 1/11/22: £6,236.01**

The updated reserves as at the end of October 2022 had been circulated to Councillors.

50.2 Requests for donations were considered.

Both organisations have met the criteria laid down for Parish Councils to follow: (1) A letter of application and (2) a copy of the latest set of accounts or income / expenses

Citizens Advice. Councillors decided not to give a donation.

Morebath Yoga

Proposed by Councillor Wilson to donate the sum of £144.00 to cover Hall hire costs for 12 months on the condition that the first session for a new person is free and that should the Group fold, a pro rata refund is paid back to the Parish Council.

The Parish Council expect that efforts will be made by the Group to get new members and promote itself.

Seconded by Councillor Stone and unanimously agreed.

Action: Clerk to advise both organisations.

50.3 Payments to approve:

Ch.No.

Councillor Stone declared a Prejudicial Interest, left the room and took no part in the discussion decision or voting thereon.

Proposed by Councillor Mrs Reed to approve and authorise the payments below. Seconded by Councillor Wescott and agreed.

• Mrs S Squire Salary and Expenses	£219.41	625
• HMRC	£51.80	626
• Citizens Advice	-----	
• Morebath Yoga	£144.00	627
• Morebath Village Hall (Hire of Hall)	£25.00	628
• Cllr Stone. Reimbursement for notice board	£33.79	629
• Cllr Stone. Reimbursement for travel to DALC AGM	£35.10	630
• Nicholas Page. Grass Cutting	£300.00	631
• DALC. Training – Cllr Stone (Webinar)	£18.00	632

Action: Clerk

50.4 To set the 2023/24 Budget and Precept.

The Clerk left the room while her salary was discussed under Part II Confidential where separate Minutes were taken.

Proposed by Councillor Wescott that the 2023/24 Precept remain unaltered at £6,100.00.

Seconded by Councillor Mrs Reed and unanimously agreed.

**Proposed by Councillor Wescott to agree the 2023/24 Budget.
Seconded by Councillor Stone and unanimously agreed.**

Action: Clerk to submit Precept form to MDDC.

- 50.5 2021/22 Internal Audit.** This had been completed.
- 51. Correspondence.**
- 50.1 Devon Wildlife Trust.** Offer of a free landmark tree. This offer could not be taken up as the Parish Council did not own any land on which to plant a tree.
- 50.2 MDDC.** Letter from Deputy Chief Executive – public expenditure. *Noted.*
- 51. Items raised by Councillors / Clerk:**
- 51.1 Councillor Stone.** The Mason Kings notice board is now in place and he advised that it was not just for his details – anyone could put their profile in the folder.
- 51.2 Councillor Stone** will propose that travelling expenses are paid to the Clerk. This item had been covered under Minute No. 46.6.
- 51.3 Clerk's Leave.** 24/11/22 – 5/12/22; 9, 16 & 23 December and Christmas / New Year holiday in line with MDDC & DCC.
- 51.4 Parish Paths Partnership (P3) Annual Survey.** Forms have been received online and the Clerk has checked with DCC Public Rights of Way that hard copies have been sent to the Morebath Co-ordinator.
- 52. Next meeting:** Tuesday, 31 January 2023 at 7.30pm in Morebath Village Hall.

The meeting ended at 8.53pm.

Summary of Decisions:

- **Minutes of the Parish Council Meeting held on 27 September 2022**
- **Amendments to Clerk's Contract of Employment**
- **Planning**
- **Donations**
- **Payments**
- **2023/24 Precept and Budget**

Chairman

Date