

**Minutes of Morebath Annual Parish Council Meeting held on Tuesday, 31 May 2022 in Morebath Village Hall on the rising of the Annual Parish Meeting.**

**Present:** Councillors P Conway, Mrs P Reed, J Wescott, A Wilson and from Minute No. 4, Councillors K Stone and P Wood.

District Councillor A Moore

3 Members of the public

Mrs S Squire, Parish Clerk

**Members completed their 2022/23 Register of Business Interest Forms.**

1. **Election of Chairman**  
Councillor Conway proposed Councillor Wilson.  
Seconded by Councillor Mrs Reed.  
There were no other nominations and Councillor Wilson was willing to stand.  
Unanimously agreed.
2. **The Chairman read and signed the Declaration of Acceptance of Office witnessed by Councillor Mrs Reed**
3. **Election of Vice Chairman.** Not applicable as the Parish Council has not elected a Vice Chairman in the past and does not wish to do so at this Annual Parish Council meeting.
4. **Co-option of Parish Councillors.** Emails from two residents have been received expressing interest in being co-opted onto the Parish Council.  
Proposed by Councillor Conway to co-opt Keith Stone and Peter Wood.  
Seconded by Councillor Wescott and unanimously agreed.

The newly co-opted Councillors took their place around the table and completed the necessary paperwork.

4. **Annual Agreements:**
  - 4.1 **Personnel.** It is proposed that all matters are dealt with by full Council  
Proposed by Councillor Mrs Reed  
Seconded by Councillor Conway and unanimously agreed.
  - 4.2 **Councillors remuneration:**
    - 4.2.1 It is proposed that Councillors should claim reasonable expenses for attending training but not for attending meetings  
Proposed by Councillor Conway  
Seconded by Councillor Wescott and unanimously agreed.
    - 4.2.2 It is proposed that Councillors receive no expenses for carrying out their duties  
Proposed by Councillor Conway  
Seconded by Councillor Wescott and unanimously agreed.
    - 4.2.3 **Agreement by Councillors to receive communications by email**  
Proposed by Councillor Conway  
Seconded by Councillor Wescott and unanimously agreed.

**5. Compliance and Policies.**

To review and adopt Standing Orders, Financial Regulations, General Risk Assessment, Freedom of Information Act Publication Scheme and Equal Opportunity Policy.

**Proposed by Councillor Conway**

**Seconded by Councillor Wood and unanimously agreed.**

**Action: Clerk to update.**

**6. Apologies.** District Councillor R Stanley

**7. Declarations of Interest.**

Councillor Wilson declared a Prejudicial Interest in Minute No. 10.1.6.

**8. Dispensation to Councillors.** None.

**9. Minutes of the Parish Council Meeting held on 29 March 2022.**

**Agreed as a correct record.**

**Proposed by Councillor Conway**

**Seconded by Councillor Wescott and unanimously agreed.**

**Minute No. 15.2 was heard at this point in the meeting and recorded at the appropriate juncture of these Minutes.**

**10. Actions Arising / Updates:**

**10.1.1 Queen's Platinum Jubilee – bonfire.** Councillor Wilson advised there are other bonfires being planned and it was decided not to proceed with a bonfire in Morebath.

**10.1.2 Picnic Bench and Seat.**

Councillor Wilson gave the historic details for the benefit of new Councillors.

Councillor Conway advised that when checking the Parish Council's assets, he had noticed that the gate to the play area was in a bad state.

Councillors felt the gate should be disposed of and not replaced.

**Action: Councillor Wood who will also ask residents for their thoughts on the possibility of a play area.**

**10.1.3 Website.** It was noted that the Clerk has supplied Croyde Media with the information required.

In the meantime, in order to bring the current website up to date, a quotation has been requested from MDDC as previously.

**10.1.4 Overgrown vegetation at The Roundhouse, Exebridge.**

At the request of Councillor Conway, the Clerk has contacted the Neighbourhood Highways Manager and requested a site visit.

District Councillor Moore advised he would contact County Councillor Chesterton in this regard.

**10.1.5 Resurfacing of the Parish Council Car Park Entrance.**

Councillors Conway and Wilson have met a contractor on site and a quotation has been provided from C J Lynch amounting to £4,850.00 + VAT.

**Action: Councillor Wilson to obtain a second quotation for comparison purposes, from Penfolds.**

**Proposed by Councillor Stone, seconded by Councillor Wood and unanimously agreed that Councillor Wilson is given delegated power to accept one of the two quotations which does not exceed the quotation provided.**

#### **10.1.6 Weeding / Maintenance.**

The second phase of the work in the car park is maintenance where weed spraying is required.

In this connection, Councillor Wilson declared a Prejudicial Interest as he has a licence to spray.

**Action: Councillor Wilson to calculate the amount of chemicals necessary and submit a quotation.**

#### **10.1.7 Asset Management.**

Councillor Conway confirmed he had checked the items against the Asset Register. Minute No. 10.1.2 refers.

#### **10.1.8 Fund our Tivvy High Group.** It was noted that the Parish Council's support has been confirmed.

#### **10.1.9 Possible merger of Morebath Parish Council with Bampton Parish Council with effect from May 2023 (next Parish Council elections).**

District Councillor Stanley has obtained information from MDDC which had been circulated.

There was a lengthy discussion which discussed the advantages and disadvantages of this.

Bampton Town Council is hoping to fund a lengthsman and if Morebath was merged, it would benefit the village.

It was noted additional cost to Morebath residents would be involved as the Council Tax would increase due to Bampton having a higher Precept. To further consider this proposal.

One of the conditions is at least 2 Parish Councillors would be on Bampton Council. Councillor Wood did not feel this would make any difference to Bampton.

District Councillor Moore explained that there is a parish boundary review across the whole of Devon being undertaken which happens infrequently and has stimulated thoughts about boundaries being moved.

The decision will be made by the Parish and MDDC can facilitate the arrangements for residents to be consulted.

Councillor Stone suggested a straw poll to do at the Jubilee barbecue.

Councillor Wescott felt Morebath would not have control over its own Parish.

**Councillor Wood proposed that Morebath Parish Council stays as it is and keeps its own identity with Councillors representing parishioners. Seconded by Councillor Wescott.**

**Councillor Conway proposed that steps were taken for Morebath to merge with Bampton.**

**There was no seconder and the proposal fell.**

**Vote: For Morebath to have its own Parish Council. 3 - carried.  
There was one against and two abstentions.**

**Action: District Councillor Moore to advise the Monitoring Officer at MDDC.**

## **11. Open Forum:**

### **11.1 Enquiry about the defibrillator outside Morebath Village Hall.**

A resident has asked who has access to the Village Hall and whether there is a list of first responders or of people in the village trained to use the equipment.

Alternatively if anyone can use the equipment, is there a code needed to gain access and is there a regular service contract to maintain the equipment?

**Action: The Clerk to reply:**

- ⇒ There is no need to obtain Village Hall access
- ⇒ There is no first responder list but when 999 is dialled, a first responder will be dispatched and ambulance service control staff will help
- ⇒ There is no need for village people to be trained – anyone can use the equipment as there is no code to open the cabinet which is unlocked and the defibrillator talks the user through the procedure to follow. It will not deliver a shock if the patient does not require it
- ⇒ It is a British Heart Foundation recommended machine
- ⇒ Checks are regularly made to South West Ambulance
- ⇒ Regular servicing is monitored by South West Ambulance Service Trust
- ⇒ The machine is registered with The Circuit, a nationwide scheme which has details of all defibrillators so that when a person needs to know where the nearest defibrillator is, they are directed to it

## **12. Reports.**

**12.1** County Councillor R Chesterton. Not present and no Report received.

**12.2** District Councillors A Moore

- A peer review has been undertaken following which a Report has been produced which noted that MDDC is a good Council
- The Corporate Plan is reviewed every 4 years. This requires review and there is a need to communicate better.
- Finance is in a relatively good position
- In the last financial year the figures showed a £29,000 underbudget spent and housing revenue had a £67,000 underbudget
- MDDC looks after revenues and benefits and has been central in distributing funds for Covid support
- Lately the team has been working on the £150 Council Tax rebate
- In total, 24,000 applications have been processed and £3.6 million has been distributed
- MDDC has secured a greening up grant of £2.8 million to improve facilities for Leisure Centres to provide alternative heating
- District Councillor Moore is a Member of the Cabinet for Finance and he attended a briefing regarding Cullumpton Garden Village which is targeted for a lot of development. An exciting scheme has been put forward for a vibrant community and work opportunities in a green environment. A master plan will be out for consultation in the next few months

**Q: Councillor Wescott asked if the funds covered all of Mid Devon's housing allocation.**

**A: No and further details were given. Additionally, there is no plans regarding the development of Junction 27 which is being revisited.**

## **13. Planning & Planning Correspondence.**

- 13.1 The following planning application was considered:  
22/00867/HOUSE – Erection of a greenhouse – Varkhill House, 3 Whitehall Close, Morebath.**

**It was resolved to reply: No comment.**

**Action: Clerk**

- 13.2 Planning Correspondence:** The following MDDC Decision Notice was noted:  
**APPROVAL for  
22/00380/HOUSE – Erection of a porch at Higher Warmore Cottage, Morebath**

**14. Finance.**

- 14.1 Balances: NatWest Current Account as at 29/4/22: £27,533.63  
NatWest Business Reserve Account as at 29/4/22: £ 6,230.74**

Councillor Wood asked if these reserves would be amalgamated into Bampton Town Council's reserves if Morebath Parish Council merged with Bampton and this was confirmed.

**Reserves as at the end of March 2022 were circulated to Councillors.**

**14.2 Payments to approve:**

**Proposed by Councillor Wescott**

**Seconded by Councillor Mrs Reed and unanimously agreed**

	Ch.No.	
• Mrs S Squire Salary and Expenses	614	£216.63
• HMRC	615	£51.60
• Morebath Village Hall. Hire for meetings (March & May)	616	£48.00
• Community First Insurance. Renewal 1/6/22	617	£261.43

*The figure for one year is £275.20. If the Parish Council enters into a 3 year Long Term Agreement, the premium will be £261.43 a year with a possible inflationary rise*

**Proposed by Councillor Stone to enter into a 3 year Long Term Agreement.**

**Seconded by Councillor Wood and unanimously agreed.**

**14.3 Approval of the accounts for the year ended 31 March 2022.**

**Proposed by Councillor Conway**

**Seconded by Councillor Wescott and unanimously agreed.**

**14.4 2021/22 Audit**

**14.4.1 Approval of the Certificate of Exemption Form within the Annual Governance and Accountability Return**

**Proposed by Councillor Wescott**

**Seconded by Councillor Conway and unanimously agreed.**

**14.4.2 Approval of Section 1 of the Annual Governance and Accountability Return**

**Proposed by Councillor Mrs Reed**

**Seconded by Councillor Conway and unanimously agreed.**

**14.4.3 Approval of Section 2 of the Annual Governance and Accountability Return**

**Proposed by Councillor Mrs Reed**

**Seconded by Councillor Wescott and unanimously agreed.**

**14.4.4 Approval of the 2022 Statement of Internal Control**

**Proposed by Councillor Stone**

**Seconded by Councillor Conway and unanimously agreed.**

**Action: Clerk to prepare paperwork for internal audit.**

**14.5 It was noted that the 2022/23 Precept of £6,100 had been received.**

**15. Correspondence.**

**15.1 MDDC.** Email advising that Tiverton Town Council is offering Traffic Management for Community Events Training, provided by Ideverde, in association with LANTRA. This training would be to become Chapter 8 certified, to manage community events. The training will be held at Tiverton Town Hall on Tuesday, 14 June 2022 from 9am – 3pm. *Noted.*

**15.2 Morebath Cricket Club.** Email advising that the Club is putting together a Devon Community Foundation grant funding application for a Park Bench with an engraved plaque 'It's not Weak to Speak'. The aim of the bench is to highlight the issues of loneliness, social isolation and mental health issues within the Club and the local rural community.

The application requires the Club to provide two referees and the Parish Council has been asked to provide this. The Devon Cricket Foundation is also providing a reference.

**To approve that the Clerk writes a reference for this project.**

Councillors are invited to see the new estate fencing.

**Proposed by Councillor Wilson**

**Seconded by Councillor Mrs Reed and unanimously agreed.**

**Action: Clerk to write and send reference.**

**16. Items raised by Councillors / Clerk.** None.

**17. Next meeting:** Tuesday, 26 July 2022 at 7.30pm in Morebath Village Hall.

The meeting ended at 9.12pm.

#### **Summary of Decisions:**

- **Election of Chairman**
- **Annual Agreements as listed**
- **Compliance and Policies as listed**
- **Minutes of the Parish Council Meeting held on 29 March 2022**
- **Councillor Wilson given delegated authority to agree a quotation for the resurfacing of the car park entrance providing it is £4,850.00 + VAT (reclaimable by the Parish Council) or less**
- **That Morebath Parish Council keeps its own identity and not merge with Bampton Town Council**
- **Payments**
- **Accounts for the year ended 31 March 2022**
- **Certificate of Exemption within the Annual Governance and Accountability Return**
- **Sections 1 and 2 of the Annual Governance and Accountability Return**
- **2022 Statement of Internal Control**
- **Reference to be provided for Morebath Cricket Club to support a funding application being submitted**

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Chairman

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Date