

## Minutes of the Virtual Meeting of Colebrooke Parish Council held on Tuesday 15<sup>th</sup> September 2020 at 7pm.

**Present:** Cllr. Enderson; Cllr. Clarke; Cllr. Hodder; Cllr. Charlton-Anne; Cllr. Wallace; 3 members of the public; Penny Clapham (Clerk). County Cllr. Way.

Cllr. Hodder chaired the meeting in the absence of Cllr. Smith.

- 1. Apologies for absence:** Cllr. Graham. District Cllr. White. Cllr. Smith. Cllr. Bragge.
- 2. Declarations of Interest:** In accordance with the Code of Conduct, members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declarations of Interests must be notified to the Monitoring Officer at Mid Devon District Council within 28 days of the change. Rachel item 6
- 3. Public Discussion:** An opportunity for members of the public to make representations, answer questions and give evidence in respect of any item of business on the agenda, or any matter of interest to the parish. The period of time designated for public participation shall not exceed 10 minutes. Reminder that members of the public are not allowed to raise issues when the Council is in committee.

Parishioner regarding the playground discussions.

Parishioner regarding footpaths running through the farm – this is causing some aggravation. Dogs running loose, dog poo, cycling issues. Cllr. Hodder asked Cllr. Way about enforcement across the footpath network; there is a reliance on people being responsible. The footpath officer is coming back with some more signs to assist enforcement. Cllr. Way will also notify the footpath officer. Cycling is not permitted on footpaths, only on bridleways and byways.

- 4. County & District Councillor Reports (for information only).**

County Cllr. Way – roads always an issue, but as far as County is concerned back to full services being provided; drainage becomes problematic at this time of the year. If there are drainage problems please advise Cllr. Way. Cllr. Way sits on the main scrutiny committee for adult health and care; updated council on this and the test and trace situation within the county. At the last scrutiny meeting updates about the winter precautions and flu vaccine availability were given. Cllr. Wallace mentioned a drain in Coleford outside his property, taken up by Cllr. Enderson - needs to be cleared. Steve Tucker is Highways Officer for the area. Cllr. Way will forward this message on.
- 5. Minutes: To approve the virtual Minutes of the meetings held on the 21<sup>st</sup> July 2020, and the planning minutes of 7<sup>th</sup> September 2020.** These minutes were approved as a true record and will be signed at a later date.
- 6. Penstone Bridge & Network Rail Works** – to receive an update on the progress of these works. The licence between Council and Network Rail ended on 2nd August 2020, according to the signed agreement. Tim King agent for Network Rail emailed as to why the works were not completed this year. The works will re-start on 15<sup>th</sup> March 2021 ending 2<sup>nd</sup> May 2021, with the site vacant until March. Network Rail have affirmed an additional licence fee of £1500 for the period of the closure, if

further overruns offering £104 per week for period of overrun. Resolved. Proposed by Cllr. Wallace, all agreed by show of hands. Clerk to action.  
Network Rail to be requested to clarify whether they plan to infill the bridge behind Water Meadow.

**7. Playground equipment** – to discuss in line with the requirements of the S106 monies, only being available for new junior multiplay and a slide. Unrestricted monies of £2954.24 general fund money also available – this is now a matter of urgency to spend this amount. To agree actions and associated expenditure.

Standing orders suspended for parishioner to comment

First time heard about financial restrictions and has no formal quotes at present.

Cllr. Hodder informed that the initial plan was not to do things piecemeal. There is a need to check what is in situ, what is good to keep and then decide what is best to take out/add in.

Cllr. Clarke requested detailed recommendations be brought to Council.

Clerk will check the urgency.

Cllr. Charlton-Anne suggested 3 quotes on specific items. The Clerk will progress this before November.

Parishioner, Clerk, and councillors to meet at playground.

Cllr. Way suggest applying to the locality fund for grant aid - this is still available.

Parishioner thanked for all her hard work and for attending and updating Council.

Standing orders resumed

**7. PLANNING** – Mid Devon District Council have asked for comments from the parish council on the following planning applications;-

i. 20/01141/FULL Erection of an agricultural livestock building, Brocks Farm, Colebrooke.

After a site meeting, Council decided to support this application 14/08.

ii. 20/01416/CLU Certificate of lawfulness for the existing use of building as dwelling in excess of 4 years., The Stables, Paschoe House, Colebrooke.

No comment

Planning Decisions.

a) 20/00816/HOUSE Raising of lower part of garden to match existing, Hill View, Coleford.

GRANTED

b) 20/01182/NMA Non material amendment to allow alterations to east elevation, Beechway, Coleford.

GRANTED

**8. FINANCE –**

<b>Expenditure</b>	Visionict hosted email accounts	£216.00	pd BACs 14/08
	Employment August & September	£416.00	BACs
	HMRC Q2	£158.00	BACs
	B. Watson grass cuts	£285.00	BACs

Council resolved to accept the accounts. Proposed by Cllr. Hodder, all in favour by show of hands.

**9. NS & I – trustee account for the village hall.** To agree not to pay over the annual interest to the village hall, provided any grant to the village hall exceeds this interest payment. Interest 20<sup>th</sup> January 2020 for the 2019 year @ £9.96. Grant paid £1,500. Resolved. Proposed by Cllr. Enderson, all in favour by show of hands.

**10. Woodland Trust** – the trees arriving in November, for discussion.

Tree pack to plant, we now may not be able to do a group planting. To contact the Pitts family to see if they would like some planted on their side of the 'amenity area'. There may possibly be room for some to go into the old churchyard.

**11. Documents for agreement prior to inserting onto the website –**

- a) Grant making Policy; Grant application form; Grant report form. Agreed.
- b) Risk Assessment; Open spaces risk assessment. Agreed
- c) Clerk to create a playground risk assessment for November meeting.

**12. Clerk's Report – (for information only)**

- a) VAT claim for 2019/20 still not settled by HMRC – value £205.77. Clerk still chasing this – really difficult as they have asked to be phoned, but permanently engaged or just not there.
- b) P3 Footpath Scheme – this is not being taken forward at the present time.
- c) Agreed inscription on memorial for Winifred Mary Pennington.

**Items for Information.**

Council expressed their thanks to Cllr. Steve Graham for keeping the parish informed during the worst of the pandemic.

Meeting closed at 8.05pm. Agreed at the virtual meeting held on.....

Signed..... Date.....

Date of Next Meeting: 17<sup>th</sup> November 2020, 7.30pm in the Village Hall. (If possible)

**Email information to Councillors**

DALC Newsletter 40 (sent 14/08)	Mid Devon Local Plan Review (sent 14/08)
DALC newsletter 42 (planning law proposed changes, sent 25/08)	
Connectme Devon (sent 25/08)	DALC newsletter salary increases (sent 28/08)
Highways updates (sent 28/08)	NALC Chief Executive's Bulletin (sent 02/09)
Town & Parish Newsletter (sent 02/09)	NALC Chief Executive's Bulletin (senr 15/09)