

Minutes of the meeting of Colebrooke Parish Council held on Tuesday 21st January, 2020, 7.30pm in the village hall, Colebrooke.

Present: Cllr. Hodder (Vice Chairman); Cllr. Charlton-Anne; Cllr. Smith; Cllr. Enderson; Cllr. Graham; Cllr. Clarke; Cllr. Niklaus; Penny Clapham (Locum Clerk)

- 1) **To appoint a Chairman:** Cllr. Hodder proposed Cllr. Smith, and all agreed by show of hands. Cllr. Smith signed the acceptance form in the presence of the Clerk.
Cllr. Smith thanked Cllr. Hodder for all the work she has put in, on behalf of Council over the past weeks.
- 2) **Apologies for absence:** None
- 3) **Co -option to Council to fill a vacancy.** March agenda.
- 4) **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. Cllr. Enderson, agenda item 14.
- 5) **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.
- 6) **County & District Councillor Reports** (for information only).
County Cllr. Way – some issues with the Fire authority as Crediton has lost its second pump. This pump is still available on a voluntary basis. A possibility of a 4 x 4 vehicle with fire prevention equipment sited. Roads; there are likely to be more potholes appearing due to the adverse weather conditions: please when these are noted report online on the Devon County Council website under 'report a problem'. Some local flooding issues have been reported and dealt with. Budget setting is ongoing. Social services budget/health will have to be increased.
District Cllr. White – approved in October the £2.1 million to fund the Crediton Health Hub, yet to be built. The site is next door to Tesco. Budget setting still ongoing. The new homes bonus is likely to disappear in the next financial year. Mentioned the appeal decision in favour of the land adjoining Mardles Gate, Colebrooke. The appeal has been allowed.
- 7) **Minutes:** Minutes of the meeting held on the 19th November 2019, and those of the HR Committee held on 9th December 2019 were approved and signed by the Vice Chairman as a true record.
- 8) **Minutes of the HR Committee held on the 4th November, 18th November, 4th December 2019:** To receive and ratify these minutes. Ratified.
- 9) **Resignations:** To note that Cllr. Shepherd has resigned thus creating a councillor vacancy. Mrs. Shepherd has resigned creating a vacancy for a clerk/responsible financial officer. Noted. Actions and

associated expenditure: to advertise the clerk vacancy on the Devon Assoc. of Local Councils website and in the Crediton Courier.

10) **Appointments to Committees:** Vacancies on Finance, Planning, Asset Management following the resignation of the Chairman. Agreement to stand on the committees is as follows:-

HR; Cllr. Graham, Cllr. Charlton-Anne, Cllr. Hodder.

Planning: Cllr. Smith, Cllr. Charlton-Anne, Cllr. Clarke, Cllr. Graham, Cllr. Enderson.

Finance: Cllr. Enderson, Cllr. Niklaus, Cllr. Hodder, Cllr. Smith, Cllr. Graham.

Asset & Cemetery management: Cllr. Hodder, Cllr. Smith, Cllr. Niklaus, Cllr. Enderson.

11) **Banking –**

a) To appoint two new bank signatories with immediate effect. Current bank is Lloyds, Exeter.

Council resolved to have four new signatories: Cllr. Enderson, Cllr. Niklaus, Cllr. Hodder, Cllr. Smith.

Clerk to email details of Unite Trust Bank to councillors.

12) **Finance:**

Expenditure.

USB Stick	£3.53	Mrs. Shepherd
Phone charge (December)	£1.66	Mrs. Shepherd
Closing December phone bill	£tba	Mrs. Shepherd

All above have been paid by bank transfer.

It is not possible to make any further payments until bank signatories have been agreed and accepted by the bank.

13) **Grant application:** To consider the grant application from the Citizens Advice Bureau covering the Colebrooke parish area for £250. Resolved that this grant should be paid, proposed by Cllr. Smith, all agreed by show of hands.

14) **Coleford Play Area:** Cllr Graham to report. Monies allocated to the play area, plus S106 money comes to about £12,000.

Cllr. White will check the amount of S106 monies available and inform the Clerk.

Task and finish group – Cllr. Clarke agreed to join this group; two costed designs will be presented to council in the near future.

15) **Snow Warden:** To consider the appointment of a new Snow Warden following the resignation of Cllr. Shepherd. Actions. Cllr. Clarke will put a request into the Bell to see if a volunteer comes forward.

16) **Climate Change:** To report on progress within the parish. Actions. An application has been put in for some trees for the parish.

17) **Colebrooke Parish Hall:** To consider a report from the Cllrs. on the Parish Hall Committee. To agree actions: Cllr. Graham reported a loss was incurred on the harvest supper; a change format for this year. Christmas event well received. 20th March, a comedy night in the hall. Other events are planned for the year.

18) **Works at Penstone Bridge:** To note the public meeting with Network Rail on 23rd January and to consider any further response from the Parish Council. Four councillors met with members of Network Rail recently who now realise how wet the area is. Leaflet drop for the meeting has been done to all householders affected. Council to make sure there is a formal risk assessment undertaken by Network Rail, regarding contingency planning with the emergency services, before works commence.

19) **Paschoe House:** To consider expressions of concern received from parishioners. The noise issues are not acceptable. Parishioners directed to use the Mid Devon Council website, environmental health, to report unacceptable noise levels.

20) **Roads and Hedges in the Parish:** To receive reports from the Clerk and Councillors re the roads and hedges in the parish including concern re the mud on the roads and the size of farm vehicles. Road outside Shep Park has been tarmacked. Some drains have been cleared. Keep reporting potholes on the Devon County Council website.
<https://www.devon.gov.uk/roadsandtransport/report-a-problem/report-a-pothole/>

21) **Annual Parish Meeting** – to agree date, time and format of the Annual Parish Meeting.
17th March, 7pm, followed by the Council meeting.

22) **Clerk’s Report** – (for information only) Clerk updated Council on paperwork issues.

Items for Information.

Date of Next Meeting: 17th March 2020, 7.30pm in the Village Hall.

Meeting closed at 9.35pm

Signed.....

Date.....

