**Minutes of the virtual meeting of Colebrooke Parish Council held on Tuesday 21st July 2020 at 7pm.**

**Present:** Cllr. Niklaus; Cllr. Enderson; Cllr. Clarke; Cllr. Graham; Cllr Hodder; Cllr. Smith (Chairman); Cllr. Charlton-Anne; Penny Clapham (Clerk); Cllr. Wallace; Cllr. Bragg; District Cllr. White.

1. **Apologies for absence:** None received.
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. Cllr. Clarke, agenda item 9 (a).
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.

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

District Cllr. White - there is an extension of time to 19th August for the planning application at Tree Tops Farm, as not enough information has been supplied regarding the private water supply.

Gyms looking to reopen at the beginning of next week, also the District Council offices. £1 million has been received by District from Government: this is only about half the need. Councils are likely to be making harsh cuts going forward. Free parking in the main district towns to encourage people back into the high streets throughout August.

1. **Minutes: To approve the Minutes of the meeting held on the 19th May 2020.**

The minutes with one amendment were approved as a true record and will be signed at the next available Council meeting.

1. **Penstone Bridge & Network Rail Works –** to receive an update on the progress of these works.

Cllr. Hodder reported that the works are not re-starting until April 2021. This will then be outside of Council’s contract with Network Rail.

Cllr. Bragg confirmed the date as April. Clerk to check final date for the current contract. The car park is tidy and usable. Agenda in September for a further update.

1. **P3 Footpath Scheme –** A free scheme run by Devon County Council – for discussion.

Clerk explained the scheme. Cllr. Graham has read all the agreements 1) need an enthusiastic volunteer b) look at the agreement carefully, as the contract is not too clear. Ramblers group locally could be interested in volunteering for the role of footpath warden. Cllr. Niklaus will contact them. Clerk to check with Devon County Council regarding the contract and bring back to the September meeting.

1. **Playground:-**
2. Routine checks on the playground equipment, to be discussed. Cllr. Wallace with Cllr. Charlton-Anne will arrange a rota between them for the required weekly checks. A checking register to be raised.
3. Improvements to the equipment. Nothing further has been achieved during the lockdown – next step is to put forward a plan and community consultation. Suggested 2021.

1. **PLANNING –** Mid Devon District Council have asked for comments from the parish council on the following planning applications;-
2. 20/00816/HOUSE Raising of lower part of garden to match existing; Hill View, Coleford.

Supported. Proposed by Cllr. Smith, all agreed by show of hand.

Decisions:

1. 20/00470/CLP Cert of lawfulness for the change of use from engineering workshop to office/business, Unit 2, Elley Down, Yeoford.

ALLOWED.

**10) FINANCE –**

**Expenditure** Lee Accounting Internal Audit £72.00 BACs (26/05)

Village Hall Grant (2019/20) £1,500.00 BACs (26/05)

 Employment June & July £416.00 BACs

 PAYE Q1 £154.00 BACs

Clerk’s expenses Q1 £93.55 BACs

Council resolved to accept the accounts: proposed by Cllr. Smith, all agreed by show of hands.

**11) Audit documents despatched to PKF Littlejohn by email 2nd June 2020 –**  noted

**12) Public rights to examine the accounts 15th June to 24th July posted to website. –** noted

**13) Dog Fouling –** on the footpaths, for discussion. Cllr. Bragg indicated that several footpaths are being abused with dog faeces not being picked up. Only one dog bin at Penstone. Cllr. Graham said there is a bin in the square at Colebrooke. The worst footpath is the one on the way back to Penstone. A suggestion of laminated signs for the footpaths and a note in the Bell.

**14) Consultation on the New Member Code of Conduct –** to decide if this should be a Council or an individual response. Individual responses are considered to be the most appropriate.

**15) Mid Devon Climate Conversations –** Cllr. Wallace reported this was an introduction to align the Mid Devon carbon plan with the Devon County plan and then to support the parishes. Cllr. Wainwright is the contact – Mid Devon getting its own house in order before approaching the parishes. Recommendation to tune in now and again to keep abreast of events.

**16) To confirm meeting dates until May 2021 and booking of the village hall** September in the hall if Covid precautions allow.

Meeting dates to be the third Tuesday in November, January, March

**17)Clerk’s Report – (for information only)**

1. Internal Audit completed in May with no issues raised.
2. Accessibility for documents being placed onto the website is ongoing.

Cllr. Wallace – to please be supportive of the pub in its attempts to re-open this Saturday.

**Items for Information.**

Date of Next Meeting: Tuesday 15th September 2020, 7.00pm, possibly in the Hall.