

Shobrooke Parish Council

Minutes of Parish Council meeting held via Zoom on Wednesday 28 April 2021

The meeting commenced at 7.30pm

Members Present

Cllr C Furse (Chair)

Cllr M Boulton

Cllr A Jones

Cllr A Ripper

In attendance:

J Hole, Parish Clerk

Public Participation

There was none

Formal Business

01/04/21 Apologies

Cllr M Squires, DCC and Cllr G Barnell, MDDC (other meetings). Resignation from Cllr C Boulton received today with immediate effect

02/04/21 Declaration of Interest

None noted

03/04/21 Minutes of the last meeting held on Tuesday 17 March 2021

To be agreed and to be signed as a true record

04/04/21 Mid Devon District Council

4.1 Planning Applications:

21/00527/FULL - Erection of extension to an agricultural storage shed and change of use to a poultry brooder at (Lane to Creedy Barton), Shobrooke – no comment

4.2 Planning Decisions:

None

4.3 To consider request from MDDC to make the play park subject to a Public Spaces Protection Order (PSPO)

Details had been circulated and it was resolved to request that MDDC issue the Protection Order following confirmation that no extra powers are given to MDDC via this order.

4.4 Report from MDDC Councillor, Cllr Graeme Barnell on MDDC business relevant to the parish.

There was no report, although correspondence from Cllr G Barnell had been circulated during the month. Cllr G Barnell had requested that MDDC re-render the play park wall. It was noted that MDDC had taken down the damaged wall at 3-4 School Close and left the bricks in a pile. **Clerk to chase repair with Cllr G Barnell**

05/04/21 Finance

5.1 Parish Council receipts Current Account: MDDC precept - £6,518.00

5.2 Parish Council payments current account

Since the agenda had been sent, the cost of the lawnmower had risen to £421.66 and it was resolved to make payments as follows:

Item	Payee	Purpose	Amount £
5.2.1	Playsafety Ltd	Playground Inspection	143.40
5.2.2	DALC	Membership renewal	123.09
5.2.3	ICO	Data Protection Registration	40.00
5.2.4	J Hole	Reimbursement for purchase of mower	421.66
5.2.5	J Hole	Salary and expenses	250.37
5.2.6	HMRC	PAYE	13.20

- 5.3 To approve signatures for this month's cheques
Clerk to post cheques to Cllr C Furse for signature
- 5.4 Balances:
5.4.1 Parish Council Current Account balance: £8,265.95
5.4.2 Parish Council Footpath balance (in above current account figure): £311.74
5.4.3 Parish Council Reserve Account balance: £7,798.32 (£3,250.00 ringfenced for play equipment)
- 5.5 Financial Statement and Budget Monitor and summary to 31 March 2021
Noted
- 5.6 Annual Return - to note completion including Internal Audit
- 5.6.1 To approve Part 1 Annual Governance Statement 2020/21
- 5.6.2 To approve Part 2 Accounting Statements 2020/21
- 5.6.3 To sign Certificate of Exemption stating that during 2020/21 the higher of the authority's income for the year or gross annual expenditure did not exceed £25,000
The Annual Return had been circulated. No issues had been identified by the internal auditor and it was resolved unanimously that the Chair would sign Part 1, then Part 2 and the Certificate of Exemption.
- 5.7 To consider insurance quotes
Details of three quotes had been circulated and after due consideration it was resolved to renew with the existing insurer, BHIB for a 3-year period.

06/04/21 Road and Footpaths

- 6.1 Outstanding Road and Footpath issues
Salt for new Salt bins and steps opposite Village Hall
Steps opposite the Village Hall - **Clerk to chase contractor for quote.**
DCC had sent a thank you email to Snow Wardens and thanks were passed to Chris Boulton for all his work as Snow Warden. The email included a link to request salt and the Clerk would re-request via this link
- 6.2 New issues identified
Various pot holes on the road between Shute and Stumpy Cross and from Stumpy Cross to Pennycott

07/04/21 Parish Council

- 7.1 To review and agree updated Standing Orders and Financial Regulations
Updated orders had been circulated and after discussion it was resolved unanimously to adopt both
- 7.2 Update on location of future meetings
Virtual meetings would not be permitted after 6 May, so meetings would resume in the Village Hall. **Clerk to book hall** and check what Covid measures were required.

08/04/21 Councillor's Reports

- 8.1 To consider any Councillor reports for areas of responsibility
Defibrillator – to check if new pads are due – new pads were due in January 2022
- 8.2 Coronavirus support – any issues to consider?
Chris Boulton had advised that WDEG were happy to continue to provide any support that was required.
- 8.3 Playing Fields
- 8.3.1 To note weekly inspections reports
Duly carried out weekly and Cllr C Furse would post the latest reports to the Clerk
- 8.3.2 To note annual inspection report – to agree any actions
The Annual Inspection Report from ROSPA had been circulated. There were no major issues identified.
It was resolved to remove the zip wire and not to replace it for the time being. If it is to be replaced at some point in the future, consideration should be given to a metal replacement. Cllr C Furse would find out if there was a volunteer who could dismantle the zip wire and remove it. Some of the poles could be reused elsewhere in the park.
- 8.3.3 Update on progress with quotes for installation of new play equipment
Three quotes had been obtained and circulated. It was resolved to appoint the most competitively priced contractor who had been recommended by MDDC. **Clerk to check** if spoils would be removed from the site and check start date.

09/04/21 Clerk's Report

- 9.1 None

10/04/21 Devon County Council

- 10.1 Report from DCC Councillor, Cllr M Squires on DCC business relevant to the parish
There was no report

11/04/21 Miscellaneous Correspondence

Community Risk Management Plan for Devon and Somerset Fire and Rescue Service
Email from South West Regional Organised Crime Unit with advice on avoiding scams –
Clerk to forward to The Brooke

12/04/21 Minor Matters and Items for Future Agenda

None

13/04/21 Date of next meeting: Wednesday 19 May 2021, at 7.30 pm, in the Village Hall

End of formal business

The meeting closed at 8.10pm