

Shobrooke Parish Council

Minutes of Parish Council meeting held in the Village Hall on Wednesday 20 October 2021

The meeting commenced at 7.30pm

Members Present

Cllr C Furse (Chair)

Cllr L Pilgrim

Cllr L Balkwill

Cllr A Jones

In attendance:

J Hole, Parish Clerk

Public Participation

There was none

01/10/21 Apologies

Cllr G Barnell, MDDC (holiday); Cllr M Squire, DCC (another meeting)

02/10/21 Declaration of Interest

None noted

03/10/21 Minutes of the last meeting held on Wednesday 15 September 2021

Agreed and signed as a true record

04/10/21 To consider any applicants for co-option

Standing orders to be suspended to allow discussion with candidates. If co-opted to consider training requirements

There were no candidates

05/10/21 Mid Devon District Council

5.1 Planning Applications:

None

5.2 Planning Decisions:

None

5.3 Update on Affordable Housing

Further to Cllr G Barnell question to MDDC about whether policy DM6 (LP Rural Exceptions) applied to Shobrooke, MDDC had replied that based on their understanding of local services and infrastructure they had some reservations about whether 'reasonable access' to these can be fully demonstrated in the way that the adopted Mid Devon Local Plan policies intended. This response had been challenged by Cllr G Barnell. MDDC also stated that they have recently commenced the preparation of a new Local Plan for Mid Devon and this will provide an opportunity to look again at policies for villages in the district, including potential scope for limited development to meet identified local housing needs and that Shobrooke Parish will be consulted on an Issues Paper later this year. It was resolved to wait for further consultation before taking any further actions.

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

There was no report

06/10/21 Finance

6.1 Parish Council receipts Current Account:

None

6.2 Parish Council payments current account:

To be paid via online banking. These were agreed as:

(PAYE amount increased by £0.40 and Clerks Salary decreased by £0.40 from that published on agenda)

Item	Payee	Purpose	Amount £
6.2.1	Defib Warehouse	Purchase of defibrillator	1,626.00
6.2.2	J Hole	Salary and expenses	336.15
6.2.3	HMRC	PAYE	19.00

6.3 To approve authorisers for this month's online payments

Cllr C Furse and Cllr A Jones

6.4 Balances:

6.4.1 Parish Council Current Account balance: £3,147.90

6.4.2 Parish Council Footpath balance (in above current account figure): £311.74

6.4.3 Parish Council Reserve Account balance: £7,798.65 (£3,250.00 ringfenced for play equipment)

6.5 Financial Statement and Budget Monitor

Noted

6.7 Update on internet banking – to sign forms to add Cllr L Balkwill to list of signatories

The Clerk had set up the payments online (except for the payment for HMRC which would be paid by cheque). It was not clear if the account was set up correctly for two Councillors to authorise payments and Cllr A Jones would check the settings. The form to add Cllr L Balkwill as a signatory was signed.

07/10/21 Road and Footpaths

7.1 Outstanding Road and Footpath issues

Update on salt for new salt bins. The Clerk had emailed the parishioner who was storing the salt to ask if they could fill the new bins but had not received a reply.

7.2 New issues identified

Pot hole near Raddon Cross, Clerk to report

7.3 To note that any unregistered footpaths not registered by 2026 will be lost

A parishioner had forwarded a link from the Ramblers association with details. However, it was thought that there were not any unregistered footpaths in the parish

08/10/21 Parish Council

8.1 To note training for new councillors has been booked

Cllr L Pilgrim had attended the first part of the four-part online training course and Cllr L Balkwill was booked on a course in December

8.2 Update on Community Emergency plan – to consider if Shobrooke should develop a Community Emergency plan.

Notes from the meeting attended by the Clerk had been circulated. Cllr L Balkwill agreed to look through the templates provided and consider if a plan was required.

09/10/21 Councillor's Reports

9.1 To consider any Councillor reports for areas of responsibility

Update on Neighbourhood Watch Co-ordinator – a new Co-ordinator was required.

Update on appointment of Snow Warden and storage of towable gritter – The Clerk had contacted the parishioner who had expressed an interest in becoming the Snow Warden but they were not sure they had sufficient time to carry out the role. The insurance company had advised that any volunteer would need to be covered on their own policy. The Clerk had requested the return of the towable gritter from the parishioner who was currently storing it.

Raddon Hills – meetings would take place quarterly from January

9.2 Playing Fields

9.2.1 To note weekly inspections reports

A copy of the latest reports was supplied to the Clerk. No new issues were identified. The safety matting surface around the carousel previously repaired required further maintenance.

9.2.2 Update on meeting with MDDC to carry out risk assessment. To note MDDC advises a post installation inspection of the new equipment

Clerk to arrange a date with MDDC to include as many Councillors as possible and the volunteer who carries out the weekly inspections. Two quotes had been received to carry out a post installation inspection and due to the high cost, it was agreed to check requirements with the insurance company

9.2.3 To consider quotes for the replacement of the wooden cross bar on the toddler play swings and to note that a wooden upright also requires replacement

One quote had been received to replace the wooden cross bar. Another company were unable to quote without knowing the manufacturer. The Clerk was waiting to hear from a third company. Quotes would now be required to replace a wooded upright as well. The toddler swing seats were being stored away from the parish and a request had been made for these to be returned. It was agreed to look at the cost of metal swings to replace the wooden one.

9.2.4 Grant application to Viridor Credits

The Clerk had started the grant application and had completed part 1 of the process. Part two required a lot more details and a list of the requirements had been circulated for information. Three quotes were required and a full costing breakdown. The meeting to look at play equipment had identified one/two potential pieces of equipment and quotes were being requested.

10/10/21 Clerk's Report - None

11/10/21 Devon County Council

11.1 Report from DCC Councillor, Cllr M Squires on DCC business relevant to the parish

There was no report

12/10/21 Miscellaneous Correspondence

Various newsletters had been circulated

13/10/21 Minor Matters and Items for Future Agenda

None noted

14/10/21 Date of next meeting: Wednesday 17 November 2021, at 7.30 pm, at the Village Hall

End of formal business

The meeting closed at 8.30pm