**BERRY POMEROY PARISH COUNCIL**

Minutes of the Meeting of Berry Pomeroy Parish Council on Thursday 1st August 2019 in Berry Pomeroy Church

**PRESENT:** Cllr. John Mills (Chairman), Cllr. David Hooper (Vice- Chairman)

Cllr. Nichola Boughton, Cllr. Sue Misselbrook, District Cllr. Jo Sweett (arrived 7.30pm), County Cllr. Jacqui Hodgson (arrived 7.50pm), Cllr. Colin Luke. Cllr. Mark Elliot-Smith

The Clerk – Mrs Susie Watt.

 **APOLOGIES:** were received from Cllr. Jonathan Hawkins, Cllr. Birch

1. **(01.08.19) DECLARATIONS OF INTEREST:**  NONE
2. **(01.08.19) MINUTES OF PREVIOUS MEETING:** The Minutes of the Meeting held on Thursday 4thth July 2019 were agreed and signed by the Chairman.
3. **(01.08.19) MATTERS ARISING:**  There were none
4. **(01.08.19) POLICE REPORT:** The Clerk apologised as the email had gone too late for any response from the Police.
5. **(01.08.19) NEIGHBOURHOOD PLAN:** New Terms of Reference were agreed and signed by the Chairman. The Working Group would continue to meet until outline plans and time scales had been set out. It was agreed the Clerk would act as Co-ordinator. The Working Group would consist of Cllrs. Misselbrook, Luker & Elliot Smith with Cllr. Mills as location/local history advisor. No grant could be applied for as yet as the plan did not hold enough information for the application to be completed.
6. **(01.08.19) REPORT FROM DISTRICT:**

**A).** Cllr. Jo Sweett reported that there had been objections to the Devon Air Ambulance requests for a landing site at the Elmhirst field, it was felt that there was adequate landing space already allocated.

SHDC had declared a Climate Emergency which was received as great news by the District Councillors. Cllr. Sweet also talked about biodiversity – the council informed Cllr. Sweett that Cllr. Misselbrook was attending one of the information days in September.

The subject of the Devon Bank removal by the developers of Camomile Lawn had again been a topic of conversation and that moves were in place to confront the developers over their disregard to the conditions within their Planning Approval.

1. **(01.08.19) REPORT FROM COUNTY:** Cllrs. Hodgson reported on a variety of topics from her meetings at DCC. One significant topic was the members of the public questions and concerns regarding the roll out of 5G mobile phone masts. DCC will be monitoring the health-related evidence applicable to radio waves including base stations and is committed to updating advice as and when required. The PHE has updated their website with information on 5G.

At the Totnes & District Transport Forum meeting on 31/07/19 there was further discussion regarding the bus services from Totnes to Torbay Hospital. A spreadsheet of current services run by different operators has been produced. It was agreed that more needed to be done to try and instigate a more direct service that could include a wider group of travellers, this information would be made publicly available at information points around Totnes and adjacent parishes and at Torbay Hospital to assist in the meantime.

Devon & Somerset Fire Service ‘’safer together’’. The proposals include reducing the number of fire engines at Totnes Fire Station down to just one appliance. There is a public consultation which runs until 20 September 2019. The Fire Service website is proactively requesting new Recruits to the Fire Service – there has been a downturn in applicants which needs to be turned around to enable stations and appliances to be kept.

1. **(01.08.19) PLANNING:** None to date
2. **(01.08.19) FINANCE/PAYMENTS/BANK SIGNATORIES**

The following payments were approved for payment at the 1st August 2019 meeting:

Clerk, net salary for July 2019 £520.54

Clerk’s Office Allowance 12.00

Phone Allowance 5.00

Stationery Sundries: printer ink/room hire NDP/stamps/Council H/book £55.38

 TOTAL **£592.92\***

\*the clerks salary was questioned by a Cllr. however, the amount included a tax refund and back payments which SHDC has not paid in accordance with the hours agreed and the agreed Overtime of 6hrs per month on top of the contracted 24hrs per month.

Clerk’s Salary for August (post dated to 31/08/2019) **£381.50**

There are no HMRC costs – all up to date.

Stephen Holley – Grass Cutting June/July **£270.00**

Nichola Boughton - purchase of cork board for kiosk **£ 34.74**

BANK BALANCES:

Balance on Business A/C as at 24th July 2019 £7,051.36

Balance on Savings A/C as at 2nd July 2018 £4,221.04

 TOTAL **£11,272.40**

**SANTANDER** : Delayed as required further documentation to complete the signatory and change of address.

1. **(01.08.19) CORRESPONDENCE:**

Request from Devon Communities Resilience Forum to attend a Parish Council meeting to discuss the County’s emergency plans – it was agreed not to pursue this unless they could deliver their presentation in 15 minutes.

Request received to attend a beating of the bounds – this was not supported and apologies to be sent.

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1. **(01.08.19) CLERKS REPORT:**

 **a).** Telephone Kiosk to be valued for insurance purposes.

 **b).** New Cllrs. Documents – all in order and lodged with the Monitoring Officer at SHDC

 **c).** Pheasant Pens – no update. Devon Banks update was given. Further investigation required.

 **d).** South Devon Bioregional Learning Journey. Agreed that Cllr. Misselbrook would attend on Monday 9th September 2019. The Clerk will pay the fee of £30 and will be refunded at the next meeting.

 **e).** £250 offered by Cllr. Hawkins from his Locality Fund - suggestions for use. Agreed to use this for a seat in the Village Playing Field. Proposed by Cllr. Mills & seconded by Cllr. Misselbrook. The Clerk to apply for the fund.

 **f).** Much work had been done in researching time limited funds for the Village Hall extension, however, this was now not needed as work had been instructed and these funds could not be accessed retrospectively. The Village hall would now not be available until after September.

 **g).** Bridgetown Community Hall was not available until October as still had on-going repairs.

 **h).** s106 allocated from the development at Great Court Farm to KEVICS and The Borough Park. The Parish Council were disappointed that they were not consulted by SHDC and that none of this money was allocated to the Parish even though the development was within the Berry Pomeroy Parish. The Clerk was requested to investigate the reasons and request an option for funds. The Parish needed footpaths, cycling routes and other projects within the village which these funds could be used for.

**i).** Walking Footpaths – Cllr. Hooper had spoken to Mervyn Perrin who is happy to inspect and will report any repairs or concerns direct to the Clerk.

**j).** Budget proposals will be worked on by the Clerk/Responsible Financial Officer ready for discussion and approval at the November meeting in readiness to submit to SHDC in December.

**k).** Tree Warden – The Clerk is meeting with TTC Clerk to discuss a joint working relationship regarding the tree warden and will report back at the October meeting.

**l).** The Clerk reported she had emailed the Forestry Commission at Bullers Hill, Exeter for them to investigate the felling of a tree on the Newton Road. Cllr. Misselbrook had supplied the Clerk with photographs which the Clerk had attached to the email.

**m)** The Clerk requested her salary cheque for August be post-dated at this meeting otherwise there would be almost a two month wait due to there being no September meeting. This was agreed unanimously.

**n).** The Clerk again requested that all Cllrs. disposed of any personal details they were holding in paper format or within emails and folders on their computers or devices. This relates to the personal information of employees, self-employed operatives and any persons they have dealt with within their roles as Councillors. This is to protect the Council in maintaining the new GDPR laws.

1. **(01.08.19) THE VILLAGE HALL:** Cllr.Boughton ( chairperson of the Village Hall Committee) reported that she had instructed Contractors to commence work and had managed to raise the additional funds required through contacts with local businesses. Cllr. Boughton criticised the Clerk for not providing the spreadsheet for grant funding. The Clerk explained again, that she had received an email from Cllr. Boughton stating that she had instructed the commencement of the works and that the funding she had researched could not be accessed retrospectively and that as the grants were time limited and specific to the extension the spreadsheet was not now relevant. Cllr. Boughton was congratulated by all for her efforts in obtaining the funds required which also included grants from Cllr. Hodgson and Cllr. Pennington to the values of £500 each.
2. **BUSINESS AT THE DISCRETION OF THE CHAIRMAN:**  None
3. **CONFIDENTIAL MATTERS:** The Clerk/Responsible Financial Officers 3 month probation period had now concluded. It was unanimously agreed that the Clerks position was now permanent.
4. **DATE OF NEXT MEETING:**  Thursday 3rd October 2019 Venue to be confirmed.

The Meeting closed at 9.45pm

Signed:…………………………………………..3rd October 2019

Cllr. John Mills – Chairman)