**BERRY POMEROY PARISH COUNCIL**

Minutes of the Meeting of Berry Pomeroy Parish Council on Thursday 13TH February 2020 in Berry Pomeroy Village Hall

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

Cllr. Nichola Boughton, Cllr. Sue Misselbrook, Cllr. Colin Luker. County Cllr. Jacqui Hodgson (arrived 7.40pm), Cllr. Jo Sweett (arrived 7.30pm) Cllr. T Pennington.

The Clerk – Mrs Susie Watt.

Guests: Cllr. J. Williams, Martin Aldridge & Adrian Parnell.

A presentation was made to introduce the Council to plans to create a cycle path from Stoke Gabriel to Totnes which would cut through some of the Berry Pomeroy Parish. The A385 was a dangerous and hazardous route for cyclists and walkers alike. An original route along Longmarsh was not feasible, therefore, the route most likely is from Aish to Bridgetown. It is less than 2 miles in length and needs a lot of work doing to it as Highways do not maintain it. Flooding is still a problem at Fleet Mill so there would be a need for more drainage and resurfacing. The Group requested the support of Berry Pomeroy Council to include a letter to be sent to the head of Strategic Planning at DCC. It was agreed that this would be an item placed on the agenda at the next meeting of Berry Pomeroy Parish Council. The Chairman, Cllr. Mills thanked the group for an informative presentation and thanked them for attending.

**APOLOGIES:** were received from Cllr. Hawkins & Cllr. Birch.

1. **(13.02.20) DECLARATIONS OF INTEREST:**  Cllr. Luker (Planning)
2. **(13.02.20) MINUTES OF PREVIOUS MEETING:** The Minutes of the Meeting held on Thursday 9th January 2020 were agreed and signed by the Chairman.
3. **(13.02.20) MATTERS ARISING:** None
4. **(13.02.20) REPORT FROM DISTRICT:**  Cllr. Pennington reported that SHDC had set their budget that day. Expenditure for 2020/21 will be £9,413,672. Council Tax annual budget increase per annum on a Band D property would be £5 which equalled 3.02% = 10p per week. £564,143 of new homes budget will be used to balance revenue budget. SHDC/WD will employ a new Economy Officer.

Cllr. Sweett reported that a new recycling initiative will commence on 28/09/20 to run in conjunction with the Climate Change emergency declared by SHDC.

Cllr. Sweett also reported concern regarding the mowing of hedgerows as this is reducing pollination etc and wild flower planting. Cllr. Sweett stated that the verges were being cut too often especially by LiveWest. Cllr. Hooper stated that it was necessary otherwise the grasses grew too high and then rotted which resulted in nothing growing. Cllr. Mills stated that the Farm Stewardship Scheme should be applied to hedgerow maintenance.

Cllr. Sweett also reported that the Devon Bank removed by the Contractors was being reinstated.

The Clerk informed Cllr. Sweett that the pathways and encroachment of shrubs and bushes from private properties and also LiveWest properties had now been attended to by Darren Cole. There was a little repair work still to be carried out, but most problem areas had been cleared.

1. **(13.02.20) REPORT FROM COUNTY:**  Cllr. Hodgson provided a written report for each Cllr. of interest was the Littlehempston Cycle Path saga which had been subject to a Compulsory Purchase Order in Investigation referred from South Hams HATOC in Nov’2019 was now not being pursued by the Cabinet. However, Cllr. Hodgson requested a call in of the decision and it will be brought back to the next Cabinet meeting on February 14th.

A joint Workshop for Ward Councillors regarding Gypsies and Travellers was held at Follaton on 30/01/20. Which outlined the rights and responsibilities of local authorities towards people who reside in caravans and vehicles, illegal camps and the work currently being carried out to address what is often a very divisive and frustrating situation. SHDC & DCC need to agree a number of pitches needed. It was agreed that a clear protocol and process for addressing these issues is needed. The DCC is conducting a caravan count. A key outcome of the workshop was that a Forum meeting where members of the travelling community can attend, meet each other and greater understanding of their needs can be gained, this is being arranged for later this month.

Cllr. Hodgson reported that Stagecoach were currently holding a Consultation into services which can be accessed and responded to online.

Cllr. Hodgson’s full report will soon be available on the Berry Pomeroy Parish Council website.

The problem of Potholes was brought up. The Clerk reported that she had attended a meeting of the Clerk’s Cluster in Totnes and that joint letter had been sent to Highways regarding the failure of suitable repairs in the area. There had been a response but the Clerk had not yet received the report from Totnes Town Council. Cllr. Hodgson will lodge a formal complaint with Highways and requested the Clerk writes a letter on behalf of Berry Pomeroy Parish Council regarding the state of the potholes in the area and support the complaint. This was agreed unanimously by the Council.

1. **(13.02.20) CLERKS REPORT:**

a). **Finance Report**:

The following payments were approved for payment at the 13th February 2020 meeting:

Clerk, net salary for January 2020 (paid 29.01.20) £327.30

Clerk’s Office Allowance 12.00

Phone Allowance 5.00

Stationery: 52.67

 TOTAL **£396.77** Additional stationery items: Computer security renewal/new printer/copying

 **£39.93**

Lengthsman (Mr S Holley) (Removed as a discrepancy found)

Lord Seymour Estates (annual rent for Playing Field) \***£100.00**

**\*(Note:** Has not been paid for the last two years prior to 2020 – believe no invoices had been received).

HMRC **£223.82**

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BANK BALANCES:

Balance on Business A/C as at 24.01.20 £7,468.83

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

 (approx.) TOTAL **£11,689.87**

**Note:**  Bank Statements are now being received to the correct address. No confirmation that the new signatories have been added. However, the Clerk had phoned the bank to obtain clarification and to also request that the Reserve account Statement was sent urgently as has not been received since 2018. Santander refused to speak the Clerk even though they had received the letter requesting the Signatory information and given authorisation for the Bank to discuss the accounts with the Clerk. Santander stated that now they could only speak to signatories on the account. Cllr. Mills and the Clerk will contact the bank next week to sort this out.

**Update on PlayPark/Solicitors:** A letter had been sent to SHDC to request information regarding the costs and equipment monies which should come along with the transfer. No communication had been received. The Clerk will contact the Solicitor at SHDC again.

**Bench for Playing Field in Berry Pomeroy Village:** The bench has been ordered but no delivery date has yet been provided. Once received the Clerk will contact Duncan Urwin to obtain a quote for installation. The Clerk confirmed that the Primary School was willing to take delivery on behalf of the Parish Council. Once the invoice is received, the application for funds from Cllr. Hawkins locality fund will be submitted.

**P3 Application:** Merv Perring had conducted the survey, however, the Chair of the Ramblers had also completed the survey. This was being sorted out by Highways. There were no repairs needed. However, Cllr. Hooper stated that some stakes and fencing was required along the Permissive Pathway, it was estimated the cost would be around £55-65. The Clerk will put this into the Application which must be submitted by 17 February 2020.

The Clerk had received communications regarding the VE Day Celebrations on Friday 8th May 2020 – the Parish Council agreed that they would not participate in any formal celebrations.

1. **(13.02.20) POLICE REPORT:** None.
2. **(13.02.20) NEIGHBOURHOOD PLAN:** . The working party had met at The Guildhall in Totnes and had a productive meeting, which had resulted in the call for the Extraordinary Meeting to discuss designated development sites and to forward the public consultation funding application through Localities. The areas for development had been set. The Clerk confirmed the funding application had gone in on time. However, disappointingly, after much deliberation, the application was withdrawn as the Locality team did not think the Council had enough time to produce the Consultation and questioned why it needed a paper and online process. Localities have requested the application be re-submitted when the new round of funding is published in April and that the application had not been rejected. It was agreed that a further meeting of the Working Party be arranged for after the Half Term in February.
3. **(13.02.20) PLANNING:**

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|  REFERENCE: 0361/20/OPA |
|  Outline application with some matters reserved for proposed 2 storey dwelling APPROVED: (unanimous) |
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| (NOTE: Cllr. Luker was not involved in any discussion or vote)1. **(13.02.20) Parish Council donations (a)** to various groups from current budget allocation.

The Clerk reported that there was £300 allocated and available in the current budget. It was proposed by Cllr. Mills and 2nd by Cllr. Hooper that this money to be split between Totnes Caring and Totnes Citizens Advice Bureau. Vote was unanimous and it was therefore, **RESOLVED** to donate £150 to Totnes Caring and £150 to Totnes Citizens Advice Bureau.It was noted that normally an application for funds should be submitted. The Clerk will set up a policy and procedure and place on the website for future use. **Parish Council donations** **(b)** to various groups from 2020/2021 budgetIt was formally proposed by Cllr. Luker and 2nd by Cllr. Boughton that £2000 be donated to Bridgetown Community Hall from the 2020/21 budget once it was received. There was a unanimous vote and it was therefore, **RESOLVED** to donate £2000 to Bridgetown Community Hall once the 2020/21 precept had been received. 1. **(13.02.20) To Consider and Discuss** *'That Berry Pomeroy Parish Council confirms its support of the Fair-Trade movement* – motion brought by Cllr. Luker who explained its benefits. It was proposed by Cllr. Mills and 2nd by Cllr. Misselbrook and therefore, **RESOLVED** that Berry Pomeroy Parish Council will encourage the use of Fairtrade products where practically possible. There was unanimous support. It was also suggested that maybe small signs could be added at the bottom of the village name signs.
2. **(13.02.20) CONFIDENTIAL MATTERS:** Cllr. Luker stated the Clerks salary should not be a topic for discussion. The Clerks salary had been agreed and entered into her Contract of Employment and that it was a legal requirement to pay the Clerk monies due and on time. It was therefore, proposed by Cllr. Luker and 2nd by Cllr. Misselbrook, that the Clerk’s cheque should be produced prior to the next meeting but raised at the meeting before payment was due. It was further proposed that one signatory sign the cheque at that meeting, leaving the 2nd signatory to sign after the 20th of the Month when the Clerk received notification of the payslip amount from SHDC Payroll Services. It was therefore, **RESOLVED** to follow the said procedure and the Chairman duly signed an amendment to the Financial Regulations dated 13.02.2020.

The Clerk informed Councillors there had only been one Expression of Interest for the Office of Councillor for the Berry Pomeroy Village Ward Office. All Councillors had been sent the candidates information and it was therefore, agreed to invite the candidate to attend an interview at the next Parish Council Meeting on 12 March 2020 at 7pm. The Clerk would action this. It was further requested by Cllr. Boughton that a 3rd Councillor be sought for the Berry Pomeroy Village Ward, this was proposed by Cllr. Luker and 2nd by Cllr. Mills and it was therefore, **RESOLVED** to instruct the Clerk to action the legal process in due course for the co-option of a third Councillor for the village ward, this would bring the total number of Councillors back to 7.  |
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**13. (13.02.20) BUSINESS AT THE DISCRETION OF THE CHAIRMAN:**  None

**134 DATE OF NEXT MEETING:**  Thursday 12th March 2020 - Berry Pomeroy Village Hall

The Meeting closed at 9.26pm

Signed:…………………………………………..12th March 2020

Cllr. John Mills – Chairman)