**DRAFT**

**BERRY POMEROY PARISH COUNCIL**

Minutes of the VIRTUAL Meeting held on Thursday 16th July 2020 @ 7.30pm

**PRESENT:** Cllr. John Mills (via mobile link), Cllr. David Hooper (video), Cllr. Colin Luker (video), Cllr. Sue Misselbrook (video), Cllr. Nichola Boughton (video).

County Cllr. Jacqui Hodgson (video), Parish Clerk/RFO Susie Watt (video).

There were no members of the public present.

The Chairman read out the procedure for the virtual meeting.

**APOLOGIES:** None

1. **(01.07.20)Declaration of Interest:** None
2. **(02.07.20) Approval of the Minutes of the previous meeting:** There was full approval of the minutes of the meeting held on Thursday 13th February 2020-07-17
3. **(03.07.20) Chairman’s Introduction & Report:** The Chairman stated that the last four months had been difficult for everyone; however, Council Business had been carried out satisfactorily. He thanked everyone for their support.
4. **(04.07.20) Clerk’s Report:** The Clerk reported that the Berry Pomeroy Coronavirus Care Hub had been a huge success working alongside Totnes. Totnes Caring who had provided most of the support for Bridgetown but had been unable to breakdown specific numbers for the Berry Pomeroy Bridgetown Ward. Marldon Volunteers had assisted numerous requests from Berry Pomeroy residents nearer their border; these were mainly requests for medicine collection and shopping. There had also been a number of general enquiries and additional volunteers. There had been two successful bids to cover costs, one of £1000 from DCC and one of £250 from SHDC. This has covered all costs and will assist with the on-going support through the hub; it has also highlighted a significant outcome in that the Care Hub should keep going once the crisis is over, possibly in a different format.

The Policies and Procedures for GDPR, Grievance, Disciplinary and updated Emergency Plan were unanimously approved and initialled by the Chairman for Adoption by the Parish Council. These will need to be reviewed on an annual basis. There were still other policies to be produced, including Standing Orders, Freedom of Information, Complaints Procedure,Safeguarding etc. This was on-going.

The Clerk then requested the Chairman call for approval of the Annual Accounts which had been circulated prior to the meeting. The Annual Accounts were unanimously approved and the AGAR was duly signed by the Chairman, having already been signed by the Responsible Financial Officer.

The monthly and the three months March to June Financial Payments record was also requested to be approved. The Chairman called for a show of hands and the Financial Records of the last three months and July Payments were duly unanimously approved.

The Clerk informed the Council that the Internal Audit had already commenced.

There had been no requests or questions received from members of the public.

The Clerk stated that the Bench had now been ordered, the manufacturer had only just returned to production and the Bench should be ready in 5 to 6 weeks. A morning delivery at a cost of £10 has been requested. Duncan Irwin will install.

The Play Park transfer at Bridgetown was now in the final legal stages. All documentation had been sent to the Solicitors (Windeatt’s) at the beginning of June, however, the Solicitor dealing with the transfer had been somewhat overwhelmed with work as most of the office had been furloughed, he had now given the file to another Solicitor who is dealing solely with the transfer. It had been highlighted that the transfer document made no mention of the £25,000 to be given to Berry Pomeroy Parish Council on completion of the transfer; neither did it confirm clearly that SHDC would be maintaining the play park for two years.

The Clerk informed the Council that the current Lengthsman, Stephen Holley had tendered his notice as Lengthsman for the Parish and also for Marldon and would be finishing on the 1st September 2020. A new lengthsman has been found (we did not have to advertise as the remuneration is under the threshold) and will be working alongside Stephen for a few days in August to learn the area and requirements. The new lengthsmans fees are less per hour. He does not currently hold Chapter 8 but is happy to attend a course once DCC reinstate their courses. The course is free of charge to Parish Councils. In the interim, the Lengsthman will operate under his own Public Liability. A contract will be drawn up in due course.

1. **(05.07.20) County Report:** Cllr. Jacqui Hodgson (her report had been circulated prior to the meeting). Cllr. Mills stated that the volume of traffic seemed to have increased immensely. Cllr. Hodgson stated that they believed this could be the result of the 5 mile per hour instruction for those driving up the High Street and the enforcement of the No Access rule. There was also a traffic closure every Saturday morning for 4 hours and this had impacted on traffic using the outer routes around and through the Town. Bob The Bus was now providing a Service through Fore St and High Street and this may help ease the situation. There will be a review in a few weeks time. The scheme was implemented for an initial 12 weeks. Cllr. Hodgson stated that it was imperative that Social Distancing was maintained in the Town as there had been an increase in the number of Coronavirus cases since the lockdown was eased a couple of weeks ago. There are concerns this may lead to a local lockdowns in areas where there are significant spikes. The area Cllr. Hodgson was referring to is Devon.
2. **(06.07.20) Police Report:** There had been no specific report from the Police, however, generally there was a massive increase in County Lines issues, with many young people not at school the ‘dealers’ had used this to increase their activities. It is requested that everyone be vigilant and report anything suspicious. It had also been reported that a female resident of Totnes had been caught with a large amount of drugs resembling Lego Bricks and was targeting young children. She was arrested, but later released to her home address. This was extremely concerning. The Clerk was requested to write a letter stating its concern for the safety of our young children and teenagers and whilst it was stated by a Cllr. that the Police were already aware, it was agreed that the Parish Council must be seen to lodge its concern and request regular updates on the local situation.
3. **(07.07.20) Date of Next Meeting:** There was considerable discussion regarding this, it was finally agreed to carry on with Virtual Meetings (the Council has no option as the instruction from NALC is to carry on with virtual meetings possibly until the New Year). The next Virtual Meeting will therefore be on THURSDAY 1st OCTOBER 2020 @ 7.30pm

Cllr. Hodgson requested to speak; permission was given by the Chairman. Cllr. Hodgson stated that her Charity TRAYE was conducting Virtual Meetings with over 300 young people and it was hugely successful with many activities being carried out via video. An invitation is extended to the children and teenagers of the Berry Pomeroy Parish.

The Chairman then stated that he would like to thank the Clerk for her hard work over the last 4 months during a trying and difficult time for everyone and that all Council Business had been conducted and completed along with other situations which had to be dealt with.

The meeting closed at 20:30hrs

Signed:...............................................................Date: 1st October 2020-07-17

Chairman – Cllr. Mills