

**ASHFORD PARISH COUNCIL.**

**DRAFT Minutes of meeting held on Thursday, 22<sup>nd</sup> April 2021 at 7.30pm.**

**The meeting was conducted remotely, via Zoom owing to the Covid-19 pandemic.**

	Clerk – Mrs. Katherine Cole.
<u>Councillors Present:</u> Mrs. J. Bosley, Mr. D. Hall. Mr. P. Hughes. Mr. G. Holder. Mr. V. Lawson. Mr. M. Moss. Mrs. S. Sampson.  Mrs. A. Davis – District Councillor.  Six members of the public were in attendance.	<u>Agenda:</u>  1. Representations from the public. 2. Apologies for absence. 3. Declarations of interest from members. 4. Approval of minutes relating to the meeting held on 18 <sup>th</sup> February 2021. 5. Matters arising. 6. Reports. 7. Correspondence. 8. Items to discuss. 9. Financials. 10. Planning. 11. Email Network. 12. FOI Request. 13. Matters to be carried forward. 14. Date of next meeting.

ITEM:		ACTION:
	<b>Chairman's welcome:</b> The Chairman welcomed attendees to the meeting and reminded everyone that the meeting was to be recorded to allow for accurate minute taking. (The Chairman confirmed that the recording will be deleted upon approval of the minutes it relates to).	
1.	<b>Representations from the Public:</b> No matters were raised by the Public.	
2.	<b>Apologies for absence:</b> County Councillor Chugg offered her apologies. A written report has been sent to the Clerk.	
3.	<b>Declarations of interest from members: None.</b>	

4.	<p><b>Approval of Minutes for meeting held on 18<sup>th</sup> March 2021:</b>  4.1: The minutes of the meeting held in March 2021 had been circulated to Councillors prior to the meeting.  Approval was proposed by Councillor Holder and seconded by Councillor Lawson. All in favour.</p>	
5.	<p><b>Matters Arising:</b>  No matters arising.</p>	
6.	<p><b>Reports:</b>  6.1: No report.  6.2; No report.</p>	

	<p>6.3: Defibrillator Check:  Councillor Lawson confirmed that he has carried out the regular monthly check on the defibrillator and advised SWAST of a positive maintenance check.</p> <p>6.4: To note the completion of the triennial drain clearance:  The Chairman reported that the triennieal clean had finally been completed.  Councillor Hall queried that some drains were omitted from the process. The Chairman was clear that all important areas were cleared and that the queried areas are not in Ashford Parish.</p> <p>6.5: To note any developments on the repair of the Captain Slatter bench:  The Chairman confirmed that there are no developments regarding the repair of the bench. Councillor Bosley has also made enquiries regarding the bench repair.  It was noted that the Worby bench has been delivered and will be installed as soon as possible. The existing seat at Meadowside/Strand Lane junction has been removed and temporarily sited at the Church Corner in lieu of Captain Slatter.</p>	
7.	<p><b>Correspondence:</b>  7.1: There was no correspondence other than Agenda items.</p>	

8.	<p><b>Items to discuss:</b></p> <p>8.1: To confirm the dates and details of future meetings of Ashford Parish Council and clarifying the related date changes: The Chairman apologised for any confusion with the dates of meetings. The national mourning period following the death of HRH The Duke of Edinburgh forced a delay for the normal April meeting, hence meeting on the 22<sup>nd</sup> April. Annual Parish Meeting - 29<sup>th</sup> April at 7.30pm. Annual Meeting of the Parish Council – 6<sup>th</sup> May 2021 at 7.30pm which is the last day remote meetings can be held. These meetings will all be held remotely owing to Covid 19 restrictions. Face to face meetings set to resume on 24<sup>th</sup> June providing the road map out of Covid holds up.</p> <p>8.2: Reference Annual Parish Meeting: The Chairman explained that he had heard that a resident wished to deliver a statement to that meeting regarding harrassment in the village. The resident was not named, nor was the subject discussed as the details were unknown. The Chairman was uneasy with the topic and asked the advice or opinion of the Council on the matter. Standing orders were suspended for those members of the public present as to their views. At this point Councillor Hall expressed his concern that this item was not on the agenda and that in his view this discussion should not continue. He requested that the Clerk minute his concerns. The discussion continued a little longer and then standing orders were reinstated and the meeting moved onto the next item.</p>	
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9.	<p><b>Financials:</b></p> <p>9.1: To confirm bank balances at 21<sup>st</sup> April 2021:  Financial Statement:  Balance brought forward 18<sup>th</sup> March 2021 £8496.37p  No payments have been made.  Income/payments received £121.00p (DCC).  Balance at 21<sup>st</sup> April £8617.37p</p> <p>9.2: To confirm the current position with Natwest Bank regarding ongoing queries;  The Clerk confirmed that mandates and information had been sent to Natwest Bank.</p> <p>9.3: Insurance – to obtain quotes for cover for year 2021/22.  Quotes are being obtained for the provision of insurance cover, as previously agreed. The asset register has been updated accordingly.</p> <p>9.4: Clerk’s contract:  The Clerk’s contract was mutually agreed by both parties.</p> <p>9.5: Payment of invoices:  There were no invoices due to be paid.  The Annual Membership fee for DALC is likely to be due prior to the June meeting. The Clerk requested permission to pay the invoice of £65.48p, as indicated by DALC.  Payment was proposed by Councillor Sampson and seconded by Councillor Bosley.</p> <p>9.6: Grant Funding:  The Clerk provided details relating to available grant opportunities which may be of benefit of Ashford.</p>	
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10	<p><b>Planning:</b></p> <p>10.1: A technical query was raised on behalf of a third party in relation to an application recently brought to Ashford Parish Council for discussion. It was agreed that the planning department at North Devon Council would be the best point of contact.</p>	
11.	<p><b>Email Network:</b></p> <p>The Clerk confirmed that communication via the Email Network reaches in excess of ninety individuals and appears to be running smoothly.</p>	

12.	<p><b>FOI Request:</b>  The Chairman updated Councillors on the current situation. Further queries have been raised in connection with the information provided, which the Clerk has been dealing with. (Difficulties occurred with some files being unreadable when received by the requestor). The Clerk reported that a considerable quantity of time has been spent on the matter, which will result in substantial costs.</p>	
13	<p><b>Matters to be carried forward:</b> None.</p>	
14	<p><b>Date of Next Meeting:</b>  The Annual Parish Meeting will be held on Thursday, 29<sup>th</sup> April at 7.30pm via Zoom.  The date of the next meeting of Ashford Parish Council was confirmed as Thursday, 6<sup>th</sup> May 2021 commencing at 7.30pm and this will be the Annual Parish Council Meeting.  Zoom joining instructions will be circulated with the agendas for each meeting.  The Chairman declared the meeting closed at 20.20 hours, after thanking all participants for their attendance.</p>	