

ASHFORD PARISH COUNCIL.

DRAFT Minutes of meeting held on Thursday, 18th March 2021 at 7.30pm.
The meeting was conducted remotely, via Zoom owing to the Covid-19 pandemic.

D prior	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. Eleven 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 th 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:
	Chairman’s welcome: 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.	Representations from the Public: No matters were raised by the Public. (Councillor Hall referred to a letter he had received from a parishioner which will be discussed in planning item 10.1).	
2.	Apologies for absence: County Councillor Chugg offered her apologies. A written report has been sent to the Clerk. Apologies were also received from Mrs. Maskell, a prospective candidate at the County Council elections.	
3.	Declarations of interest from members: None.	
4.	Approval of Minutes for meeting held on 18th February 2021: 4.1: The minutes of the meeting held in February 2021 had been circulated to Councillors prior to the meeting. Approval was proposed by Councillor Moss and seconded by Councillor Hall. All in favour.	
5.	Matters Arising: No matters arising.	
6.	Reports: 6.1: Report from District Councillor Davis: DC Davis explained the detail of the new ‘levelling up fund’ which is	

	<p>allocated to District Councils according to need. North Devon Council have been banded in Level 3 which will limit the amount of grant funding available for projects such as regenerating Barnstaple Town Centre. DC Davis expressed her disappointment at this decision.</p> <p>Covid – the vaccination program is well underway. The Leisure Centre continues to operate as a vaccination centre on strategic days, and testing is available in Barnstaple for both key workers and individuals displaying symptoms with a 24 hour turn around if necessary.</p> <p>Grant applications are still being accepted, and the furlough scheme continues to operate. Funds remain available in the additional hardship fund.</p> <p>Budget – NDC budget for the forthcoming year has been approved.</p> <p>Combe Rail – There is a proposal to create an electric light railway and funding options are being looked at. Multiple nationwide bids will make grant funding options very competitive.</p> <p>6.2: 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>6.3: Report on the clearance work mid-way along Meadowside: Councillor Moss thanked those that helped clear overgrowth to open up the view. The successful project has improved the area and will now be maintained accordingly.</p> <p>6.4: Report on meeting with Landowner ref. mud on Strand Lane: The Chairman reported that he has had a positive site meeting with the landowner which has helped demonstrate the problems involved. To await developments.</p> <p>6.5: Lighting in the telephone box library: The Chairman reported that a new light bulb has been fitted successfully.</p>	
7.	<p>Correspondence: 7.1: There was no correspondence other than Agenda items.</p>	
8.	<p>Items to discuss:</p> <p>8.1: The resumption of face to face meetings: The Chairman opened discussions by confirming that current legislation allowing remote/virtual meetings will expire on 7th May 2021 and an extension may not be granted. As suitable venues are not available within Ashford there could be a break in meetings from 7th May to 21st June 2021 making it advisable to move meetings forward. The Chairman is to attend a DALC Meeting for clarification. Councillor Moss joined the discussion by suggesting breaking with tradition and holding separate AGM and Annual Parish Meetings. (C.Moss referred to the Good Councillors Guide which confirms there is no requirement for the AGM and Annual Parish Meeting to be held on the same date). Councillors agreed with this suggestion and the following provisional dates were agreed: April Meeting and AGM - 22nd April. Annual Parish Meeting - 29th April. This information will be circulated via the Email Network.</p> <p>8.2: Ian Worby Memorial bench: The Chairman confirmed that the bench kindly donated to the parish by</p>	

	<p>the Worby family has been ordered. However, there has been some concern expressed regarding the position it will occupy in the village. The Chairman pointed out that he does not approve of revisiting decisions, but in this instance opinion from both within the Council and from parishioners regarding the position of the Captain Slatter bench has been considerable. The original decision has been reversed and the Captain Slatter bench will return to Church Corner when repaired. An alternative site will be agreed with Mrs. Worby for the Ian Worby bench.</p> <p>8.3: Neighbourhood Watch Volunteer: Councillor Hall confirmed that Mr. Derek Cowe has volunteered to take over the NW responsibilities and is already registered with the police service and is the new point of contact.</p>	<p>Clerk to write a letter of thanks.</p>
<p>9.</p>	<p>Financials:</p> <p>9.1: The Clerk confirmed the bank balance: <u>Ashford Parish Council – Financial statement 19th February 2021 (P346).</u> Opening Balance - £9129.41 Less Cheque 1137 - £ 57.22p (Mr. G. Williams) Balance 17/02/21 - £9072.19p.</p> <p><u>Recent transactions:</u> A donation, ref The Worby family - £679.08p. Cheque No 1138 presented - £440. (Mrs. K Cole – Unpresented at 17/02/21). Cheque No 1139 issued – £814.90p (Payment for bench inclusive of VAT).</p> <p>Calculated balance at 18/03/2021 - £8496.37p.</p> <p>9.2: A donation of £679.08p has been received from the Worby Family in payment for the bench donated to the parish. It was noted that the VAT element (£135.82) will be paid by the Parish Council and reclaimed.</p> <p>9.3: Banking update: The Chairman reported that despite the considerable efforts of Councillor Lawson updating details with the bank is proving difficult. Councillor Bosley has also spoken to various bank staff to no avail and has lodged a complaint which has provided a reference number for the case. There are various issues to be amended which will involve completing several mandates. For clarity the following details were confirmed formally: Named Account Holder – The Clerk (Mrs Katherine Cole). Current Account holders to be removed. Existing signatories to remain in place. (Councillors Bosley, Sampson and Holder). These points were approved en bloc by Councillor Hughes (proposer) and Councillor Lawson (seconder).</p> <p>9.4: Insurance: The Chairman requested approval to obtain quotes for insurance cover for 2021/22. This was agreed.</p> <p>9.5: Invoices: No invoices were due to be paid.</p>	<p>The Clerk to thank the Worby family.</p> <p>The Clerk to act.</p> <p>Chairman & Clerk.</p>

	The Clerk confirmed that the registration information has now been received to run HMRC Basic Tools Payroll scheme.	
10	<p>Planning:</p> <p>10.1: Planning Application 72998. The Ashford Inn Cottages, Braunton Road, Barnstaple, EX31 4AU. The conversion of an outbuilding to form a dwelling. Councillor Hall read correspondence from a Parishioner regarding the application. Councillor Bosley expressed concerns regarding an additional entrance on to the A361, but it was agreed that this is a highways issue. Councillor Moss proposed approving the application, and this was seconded by Councillor Lawson. Recommending approval was proposed by Councillor Holder and seconded by Councillor Sampson. All were in favour.</p> <p>10.2: There was no further planning correspondence.</p>	Clerk to Respond to NDC.
11.	<p>Email Network:</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>FOI Request:</p> <p>The Chairman confirmed that relevant information is being compiled and it is understood that all information has now been received by the Clerk. The files will be submitted to both the complainant and the ICO. It is disappointing that this will be later than hoped.</p>	Clerk and C. Moss.
13	<p>Matters to be carried forward:</p> <p>None.</p>	
14	<p>Date of Next Meeting:</p> <p>The date of the next meetings of Ashford Parish Council was confirmed as Thursday, 15th April 2021 at 7.30pm (AGM) and Thursday, 29th April 2021 via Zoom. The Chairman declared the meeting closed at 20.21 hours, after thanking all participants for their attendance.</p>	