

DRAFT Minutes Ashford Parish Council Meeting held on Friday, 31 July 2020 at 7.30pm by Zoom.

Chaired by: Councillor P Hughes		Clerked by: Sue Squire										
Present: Councillors Mrs J Bosley D Hall P Hughes G Holder V Lawson M Moss Mrs S Sampson District Councillor Mrs A Davis 5 Members of the public		Agenda: - Representations from the public Apologies Declarations of Interest Approval of the Minutes of the meeting held on 16 July 2020 Finance Planning Items to discuss Date of next meeting by Zoom										
			<u>Action:</u>									
11.	<p>Representations from the public. A parishioner had written to the Council and was present at the meeting. He questioned what was happening to the data collected for the email network now that the Committee had been disbanded and what were the costs associated with the initiative. Another parishioner present at the meeting voiced concerns of the involvement of ORS in collecting the data and Councillor Halls links to ORS. As his questions were complex and lengthy, the Chairman asked him to submit his points in writing for the Council to consider and answers would be given to both questions at the next meeting.</p>											
12.	Apologies. County Councillor Mrs C Chugg who will be sending her Report shortly.											
13.	<p>Declarations of Interest. Councillor Hughes. Prejudicial Interest in Minute No. 15.1, Finance. Reimbursement for Zoom subscription.</p> <p>Councillor Hall Councillor Hall: Financial and commercial interest in matters relating to ORS and ORS Genesis as the founding owner of both.</p>											
14.	<p>Approval of the Minutes of the meeting held on 16 July 2020.</p> <p>These were not approved as amendments were required under Declarations of Interest relating to Councillor Hall. They would be approved at the next scheduled meeting on 17 September 2020.</p> <p>The paper copy will be signed when meetings are being held physically again.</p>											
15.	<p>Finance. 15.1 Proposed by Councillor Lawson to approve and authorize the following payments. Seconded by Councillor Mrs Sampson and unanimously agreed.</p> <table border="0" style="width: 100%;"> <tr> <td>Mrs S Squire Post dated cheque for August salary due to recess</td> <td align="right">Redacted due to GDPR</td> <td></td> </tr> <tr> <td>HMRC Post dated cheque for PAYE due to recess</td> <td align="right">£40.40</td> <td></td> </tr> <tr> <td>Mr P Hughes Reimbursement for Zoom subscription for one year</td> <td align="right">£143.88</td> <td></td> </tr> </table>		Mrs S Squire Post dated cheque for August salary due to recess	Redacted due to GDPR		HMRC Post dated cheque for PAYE due to recess	£40.40		Mr P Hughes Reimbursement for Zoom subscription for one year	£143.88		<p>Clerk</p> <p>Ch.No.</p> <p>Ch.No.</p> <p>Ch.No.</p> <p>Ch.No.</p>
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	<p>DALC Balance of subscription due to confusing Invoice. £41.72 paid. Balance due £29.62</p> <p>15.2 Approval the accounts for the year ended 31 March 2020 Proposed by Councillor Hall Seconded by Councillor Moss and unanimously agreed.</p> <p>2019/20 Audit. 15.3 Approval of the Annual Governance and Accountability Return Section 1 – Annual Governance Statement Proposed by Councillor Moss Seconded by Councillor Hall and unanimously agreed.</p> <p>15.4 Approval of the Annual Governance and Accountability Return Section 2 – Accounting Statements Proposed by Councillor Moss Seconded by Councillor Lawson and unanimously agreed.</p> <p>15.5 Approval of the Certificate of Exemption Part 2. Ashford Parish Council is permitted to exempt itself as the income / expenditure is below the threshold of £25,000 for smaller authorities. Proposed by Councillor Lawson Seconded by Councillor Hall and unanimously agreed.</p> <p>15.6 Approval of the 2019/20 Statement of Internal Control Proposed by Councillor Holder Seconded by Councillor Mrs Sampson and unanimously agreed.</p> <p><i>All the above documents had been sent to Councillors ahead of the meeting to study, together with accompanying paperwork for the forthcoming audit comprising:</i></p> <ul style="list-style-type: none"> • <i>Annual Governance and Accountability Return 2019/20 Addendum in connection with the deadline date timetable being extended due to Covid-19</i> • <i>Bank reconciliation</i> • <i>Explanation of variances between the 2018/19 and 2019/20 figures</i> • <i>Roles of Councillors</i> • <i>Exercise of Electors Rights Notice</i> • <i>Land owned by the Parish Council</i> • <i>Parish Council assets</i> 	
16.	<p>Planning. 16.1 There were no Planning Applications to consider. 16.2 Planning Correspondence. There was no planning correspondence to consider.</p>	
17.	<p>Items to discuss. 17.1 Section 106 funding. Councillor Hughes advised of his conversation with District Councillor Mrs Davis who had introduced him to the North Devon Council officer whose responsibility was s106 payments. The s106 situation relating to Ashford was advised.</p> <p>North Devon Council has it recorded that Ashford has an interest in acquiring a playing field, equipped and developed which was felt to be incorrect. This was attached to the Application for the caravan site, 63345 which had subsequently been refused planning consent.</p> <p>The Parish Council is due to receive the sum of £25,831.20 in respect of Application 63290 – Fair Oak Farm. The money will be paid when two open market houses have been built and are occupied. When the funds are received, the Parish Council has 10 years in which to spend them.</p>	

	<p>The question was asked if the money could be taken away and used elsewhere. Reply: This was not the case as the wording of the s106 Agreement is for open space in the vicinity of Fair Oak Farm. It was considered this implied it was Ashford Parish as there is no near boundary.</p> <p>The Parish Council had been invited to submit an Expression of Interest form which has to confirm that the Council is interested in acquiring amenity land, developing amenity land and equipping amenity land.</p> <p>District Councillor Mrs Davis gave further input and asked Councillors to consider that anyone willing to provide land could put on a Covenant to stipulate use.</p> <p>Councillor Moss felt that until land had been identified as a community priority, he would favour a consultation exercise.</p> <p>Proposed by Councillor Hall that the Expression of Interest form is submitted. Secoded by Councillor Mrs Sampson. Unanimously agreed.</p> <p>17.2 Telephone box in Strand Lane. Councillors were asked to think about the future of the structure now that it was in the ownership of APC. If it was relocated, it might require an electricity connection depending on use. A second defibrillator site was mentioned.</p>	Clerk
18.	<p>Date of next meeting by Zoom. Thursday, 17 September 2020 at 7.30pm.</p> <p>The meeting ended at 8pm.</p>	
<p>Summary of Decisions:</p> <ul style="list-style-type: none"> ➤ Payments ➤ Accounts for the year ended 31 March 2020 ➤ Certificate of Exemption and Parts 1 and 2 of the Annual Governance and Accountability Return 2019/20 ➤ 2019/20 Statement of Internal Control ➤ Expression of Interest form to be completed and submitted to North Devon Council 		
<p>These Minutes are agreed by those present as being a true record.</p>		
<p>Signed: Chair of Ashford Parish Council.</p>	<p>Date:</p>	