

Minutes of the Ordinary Parish Council Meeting held at 7.30pm on Tuesday 17 March 2020 at the Moorland Hall

Present: Councillors John Anson (Chairman), Roger Foxwell, Eric Norman, Roger Webber, SWaT Cllr Steven Pugsley and Parish Clerk Nic Kemp

Cllr Anson opened the meeting at 7.30pm

276.1 Public Question Time: None

276.2 Apologies for Absence: Councillors Eric Clabull, John Davis, Vivian White and Co Cllr Frances Nicholson

276.3 Declarations of Interest:

Cllr Foxwell - item 13.5.5 – contractor

Cllr Norman - item 13.5.1 – contractor

276.4 Minutes of the Previous Meeting: The minutes of the ordinary meeting held on 18 February 2020 were approved and signed by Cllr Anson as a true record.

276.5 Reports from District and County Councillors: Cllr Pugsley reported that with the current coronavirus situation, SWaT were not intending to hold meetings, and would be developing a scheme of delegation.

Cllr Anson thanked Cllr Pugsley, who left the meeting at 7.50pm

276.6 To consider Highways and Transport Matters including:

275.6.1 – Update to SIDS contract – Clerk has received updated contract from SCC Highways. Clerk to forward to Cllrs Anson and Foxwell for review and then sign and submit.

275.6.2 – Other Highway and transport matters – Cllr Webber prop, Cllr Norman sec, through coronavirus situation, that any issues be reported to Cllr Foxwell to resolve. Unanimously agreed.

276.7 Planning Applications: No applications received.

276.7.1 – Other Planning Matters – In light of the Coronavirus (Covid-19) pandemic and government advice, this council resolves that the authority to decide the council's response to planning applications be delegated to the Clerk, in consultation with the Chairman and Vice Chairman of Council. Whenever

possible, members of the Council will be informed of applications out for consultation and will be invited to submit comments to the Clerk. This provision will override any requirements to the contrary in the council's standing orders, financial regulations or terms of reference. Councillors must ensure they declare interests where appropriate. Prop Cllr Anson, sec Cllr Norman.
Unanimously agreed.

276.8 To receive update from Snowdrop Valley Committee and consider recommendations: Cllr Norman reported a loss for the scheme. Cllr Anson prop, Cllr Webber sec, deferring further discussion to a future Council meeting. Unanimously agreed.

276.9 To consider date and content for Annual Parish Meeting of Electors: Meeting to be delayed due to coronavirus situation. To be reviewed when more details available.

276.10 To consider support for VE Day: To be delayed due to coronavirus situation. To be reviewed when more details available.

276.11 To receive update on Millennium Tree for Playing Fields: Cllr Anson has reserved oak tree. There will be an additional cost of £100 to plant tree. Unanimously agreed.

276.12 To consider response to Dormant Assets Consultation: Deferred to future meeting.

276.13 Finance: In light of the Coronavirus (Covid-19) pandemic and government advice, this council resolves that:

(a) Should the council be unable to meet for whatever reason, the Clerk be given delegated authority to progress all ongoing matters and projects and authorise all regular payments and incur expenditure in line with the council's agreed budget.

(b) Any decisions taken under resolution (a) above will be taken, whenever possible, in consultation with the Chairman and Vice Chairman of council and the relevant Committee Chairman (if appropriate). A record of all decisions and expenditure incurred under delegated authority will be kept and reported to members when the council next meets.

(c) The provisions outlined in resolutions (a-b) above will override any requirements to the contrary in the council's standing orders, financial regulations or terms of reference.

(d) The Clerk, in consultation with the Chairman and Vice Chairman, may incur expenditure from the reserve where such expenditure will help the community's efforts to support those in need of assistance or prevent social isolation.

(e) Should government allow councils to meet virtually (online), the council will take all reasonable steps to facilitate this.

Prop Cllr Anson, sec Cllr Norman. Unanimously agreed.

276.13.1 – to receive update on toilets and letting of business unit – No update

276.13.2 – to appoint Internal Auditor for 2019-2020 accounts – Cllr Webber prop, Cllr Norman sec, Mr Williams as Internal Auditor. Unanimously agreed.

276.13.3 – it was retrospectively agreed to donate of £50 to Exmoor Medical Centre towards Prescription Home Deliveries

276.13.4 – to consider request for support from CLOWNS – To be deferred to future meeting

276.13.5 – it was agreed to pay:

276.13.5.1 (Cllr Norman left the room at 8.35pm for this item.)

The Rest and Be Thankful Inn £92.12 for unblocking drain and for consumables for public toilets. Council to consider potential works to prevent drains from blocking. (Cllr Norman returned at 8.36pm)

276.13.5.2 Water 2 Business £278.15 for water supply to toilets for period 14/08/19 to 24/02/2020. Direct debit for future payments to be considered at future meeting

276.13.5.3 Mrs N Kemp Clerk's salary £938.49 plus expenses £199.30 plus proportion of SLCC subscription £55 - Total £1,192.79

276.13.5.4 Webbers Travel of Exmoor £3,575 for provision of minibus service for Snowdrop Valley (from Snowdrop Valley account)

276.13.5.5 (Cllr Foxwell left the room at 8.38pm for this item.) Mr R Foxwell £240 for clearing of vegetation in Snowdrop Valley (from Snowdrop Valley account) (Cllr Foxwell returned at 8.39pm)

276.13.5.6 Mrs G Parry £30 and Mrs K Miller £39 for supply of souvenir items (from Snowdrop Valley account)

276.13.5.7 Staff salaries totalling £3,335.76 and to re-imburse Miss A Hamley £20 for purchase of photography prize (from Snowdrop Valley account)

276.13.5.8 HM Revenue and Customs tax due of £331.20 (from Snowdrop Valley account)

276.13.5.9 ex-gratia amounts of £50 each to Badgworthy Land Company and Exmoor Livestock Auctions, in respect of 2020 Snowdrop Valley scheme (from Snowdrop Valley account)

276.13.5.10 a transfer of £1,121.50 from Snowdrop Valley account to main Council account to cover Clerk's hours £1,037 and expenses £84.50 on Snowdrop Valley

276.14 Correspondence and meetings:

276.14.1 – Clerk's report on correspondence received and meetings attended – all distributed by email.

276.14.2 – Councillors' reports on correspondence received and meetings attended – None reported

276.15 Items for Next Agenda: Date of Next Meeting and agenda items to be determined dependant on Coronavirus situation.

There being no other business the meeting closed at 10.15pm.
The date of the next Ordinary Meeting of Cutcombe Parish Council will be published on the website.

All are welcome to all meetings