

Northlew Parish Council

Middle Meadow
Tavistock
Devon PL19 8NS
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Mobile: 07956 312047
Clerk: Mrs S Main

Notice is hereby given that the Annual Parish Assembly will be held on Monday 16th March at 7.30pm in the Victory Hall. You are invited to submit questions by Friday 13th March 2019, by email to clerk@northlewparishcouncil.org.uk or verbally to the Clerk (contact details to be found on the Parish Council Website). We hope that there will be plenty of time for everyone's questions, however, priority will be given to questions submitted in advance.

Annual Parish Assembly

AGENDA

1.	Apologies for absence
2.	Minutes of the last Assembly held on 18th March 2019 - enclosed
3.	Matters Arising
4.	Chairman's Report
5.	Finance <ul style="list-style-type: none">• Precept 20/21• Budget 20/21
6.	Future activities planned <ul style="list-style-type: none">• Public Lavatories – ideas from the parish
7.	Any Other Matters <ul style="list-style-type: none">• COVID-19 and Community Support• Parking in the Square – clarification of responsibilities and ideas from the Parish• Devon County Council Annual Report 2020 – Budget 20/21

Northlew Parish Council
The Knoll,
Northlew EX20 3BR

Clerk: Mrs J Millership

Telephone: 01409 221409

The annual parish assembly was held in the Victory Hall on Monday 18th March 2019 at 7.30 pm

Present: Mrs J Wilson chaired the meeting and present were Councillors Celia Rundle (Vice Chair), Bryan Dufty, Mark Rundle, Jane Colbourne, Terry Hatt and James McInnes (WDBC)

Apologies: Janet Millership (Clerk), Kate Hawkins, Simon Dufty and Patrick Kimber (WDBC)

1. Minutes

Minutes of the assembly held 26th March 2018 were signed as correct.

2. Matters arising from the minutes

a. No matters arising from the minutes from last year's assembly

3. Report from the chair on the Parish Council activities 2018/19

a. The Parish Clerk

After over 40 years as clerk to the parish council, Mrs Janet Millership, announced in August 2018 that she would officially retire from the post on 31st March 2019. She did agree, however, that she would complete the audit process for the financial year 2018/19 and effect a handover to the new clerk as and when they are appointed. In addition, she agreed that she would be on hand to help and advise the parish council through this transition period as/if required.

Unfortunately, due to ill health Mrs Millership was unable to attend the parish assembly (or subsequent parish council meeting) but in her absence the councillors expressed, on behalf of the parishioners of Northlew, their grateful thanks for her service to the council over the last 42 years. It was agreed that the parish council will organise a 'leaving' afternoon tea party in the Victory Hall for Mrs Millership to which all parishioners will be invited. The date for this event to be agreed with Mrs Millership once she is feeling better.

b. Finances

Mrs Wilson advised the council that the financial accounts and reporting system by the clerk has been overhauled. A new accounting system in Excel has been designed by a parishioner for the clerk to use rather than the book based system previously employed. The clerk is now in a position to provide standardised monthly reports to the council prior to each meeting automatically generated in Excel. Many thanks to the parishioner who took the time to review the previous accounting system and to design the spreadsheets to improve the efficiency of the system.

c. Devon Air Ambulance Landing Site

The project was completed in the second quarter of the year and became operational. To date there has not been an incident where the Devon Air Ambulance has had to use the night time landing site although it has been called out to the village on at least one occasion during the year. Thanks to Councillor Mark Rundle who brought this project to the Parish Council for consideration and to Councillor Bryan Dufty who led the project team and oversaw the installation and works on site. Thanks to Toby Russell from Devon Air Ambulance Trust for his advice, guidance and patience throughout the project.

And finally, very many thanks to all the parishioners who organised events to raise funds or who made donations as well as those parishioners who joined the working party and helped with the landscaping on site. A truly great community effort providing a vitally important service to our rural community which has the potential to save lives.

d. Website

The majority of the material for the website has had to be reformatted so there has been a lot of extra work involved to get all the data uploaded and in a position where the website is ready for launch. The website will go live after the results of the election. The new clerk and selected councillors will receive training on how to keep the website up to date.

e. World War One (WWI) Commemoration

The WWI commemorative bench in the churchyard which had become rotten has been replaced with a new bench and a second commemorative plaque has been added to mark the centenary of the end of WWI. The commemorative grass in the square has been moved to the churchyard by the war memorial and bench.

f. The playing field

The issue of whether or not the playing field is a dog-free zone has been clarified and communicated throughout the parish. A thorough and objective review, including seeking legal advice and discussions with previous chairs of the parish council, concluded that the park has been a designated dog-free zone since the land was gifted to the parish council in 1989 and continues to be so under the current parish council. A new sign has been installed at the entrance to the playing field. In addition, several new dog waste bins have been positioned throughout the village to help and encourage dog owners dispose of their dog waste.

g. The defibrillator

It was reported at the last parish assembly that the defibrillator was no longer fit for purpose. A new defibrillator has been purchased from the British Heart Foundation and installed by the church room. Thank you to Councillor Kate Hawkins who has taken the lead on this project.

4. Other Matters

No other matters raised

5. Next Assembly

This meeting closed at 8.00 pm The next assembly will be held on Monday 16th March 2020

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Mrs J Wilson Chair