

Northlew Parish Council

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Minutes of the Ordinary Parish Council held virtually via Zoom at 7.30pm on Monday 18th January 2021

Present:

Councillors: Holly Dancer (HD) – Chair
Celia Miners (CM) – Vice Chair
Andrew Alger (AA)
Shirley Brookman (SB)
Mai Cudmore (MD)
Gillian Dixon (GD)
Bryan Dufty (BD)
Mark Rundle (MR)
Shaun Millership (SLM)
Sue Main (SM) – Clerk

Borough Councillors: Patrick Kimber (PK) – West Devon Borough Council (WDBC)

Apologies: James McInnes (JMcl) - Devon County Council (DCC)
Clare Kemp (CK) – West Devon Borough Council

Public Question Time

None attended.

The Chair welcomed AA and MC to their first meeting as Councillors of Northlew Parish Council.

- 1. Apologies for Absence** were received from CK and JMcl.
- 2. Declarations of Interest** – AA declared his interest in Planning Application 4041/20/ARM discussed in Item 6.
- 3. Minutes of the meeting held on 14 December** were amended to include SB's attendance at the previous meeting and approved and signed by HD post the meeting.
- 4. Action Points Arising** – these were discussed in the relevant items below.
- 5. Councillor Register of Interests** – HD asked all to check that their details on the ROI previously circulated by SM were up-to-date and asked that new Councillors complete the necessary paperwork asap. The updated ROI would be uploaded onto the website.

6. Planning Applications

Ref: 3970/20/AGR – no action required, as this has already been refused.

REF: 4041/20/ARM – no objection, however the Council have asked for clarification and reassurance from WDBC and the developer on ownership boundary lines, positioning of hedging, that any new utilities and drainage works would not disrupt the playing fields and that building works will not prevent clear access to the playing field and playground at any time. The developer has since clarified the points and has offered to meet the Council prior to works starting with a planned March start.

7. Finance

Payments – SM referred the Council to Appendix B seeking approval on the monthly payments to be made, which was given. She also presented the recommendations made by the Finance Working Party for setting the precept amount in conjunction with the draft budget for 2021-2022. The precept amount of £10,945.00 (which represented a 5% increase on the previous year) was unanimously agreed and would be submitted to West Devon Borough Council before the due date of 31 January 2021. The Council were asked to review the Budget so that it could be approved at February's Meeting.

8. Correspondence

HD confirmed she had received correspondence from a parishioner on a drainage issue at Milltown Lane. She reminded all on how to process the logging of complaints with Highways, which would be reiterated in the next Northlew News edition and it was agreed that SM would keep a log of any issues so that they could be picked up with Highways when they met annually as part of their Doing What Matters project.

9. Playing Field and Playground Update

SM confirmed that the annual ROSPA safety inspection will take place sometime in March, after which it was suggested that the Working Party would be reinstated and a monthly rota would resume, hopefully recruiting some local parishioners (CM to put something in the new Northlew News to see if any volunteers will be involved). Anything arising from the inspection would be addressed then. In the meantime, MR agreed to remove any of the rotten stepping stones and inspect the slide.

Grass Tendering – SM confirmed she had only received one quote for grass tendering and would like some further suggestions so that the contract could be confirmed before the March cutting season began.

10. Public Lavatory

Action: SLM agreed to remove the vegetation on the roof and fully inspect. CM offered to remove the redundant tyres that had been left outside for some time.

11. Newsletter - CM confirmed that she was collating information in preparation for the quarterly newsletter being relaunched in March.

12. Matters brought forward by Chair and Councillors

Trees Tidy in the Square – two quotes to pollard the five trees surrounding the Square had been received and it was agreed that Top Cut would be contacted to carry out the work as soon as possible. Once a date was confirmed, parishioners would be alerted on Facebook and on the website.

Northlew Footpath No. 3 – Action: SM to recontact the DCC's Public Rights of Way Warden given access to the footpath at Victory Hall was still closed.

Footpath at Church and Milltown Lane – Action: SLM would try again to make contact with the local landowner to see if this footpath could be cleared of broken debris and fencing.

Square Pump – Action: SLM to replace casing.

Snow Warden – a note of thanks to the snow warden and his volunteers for their help in salting the roads. SM also confirmed that a delivery top up salt from WDBC had been organised.

Carmel Coaches – news had been received that this service was no longer operating but other companies are currently operating the same service.

New Councillor Courses – SM confirmed that these were now being held virtually in four 1 hr slots. SB and GD were booked on the Feb and March courses and encouraged new Councillors to enrol on future advertised courses.

13. SM confirmed the 2021 dates for Council Meetings which were also on the website. These would continue virtually until further guidance was provided on lockdown restrictions.

There being no further business, the meeting closed at 21.00.

Actions Points arising from the Minutes of the Ordinary Parish Council Meeting on 18th January 2021

Item	Description	Responsibility
5.	Councillor Register of Interests – SM to upload latest copy on the website	SM
7.	Finance - Precept – submit to WDBC by 30/01/21	SM
9.	Playing Fields and Playground MR to attend to stepping stones and slide in playground Grass Tendering – SM to seek further quotes	MR SM
10	Public Lavatory - SLM agreed to remove the vegetation on the roof to fully inspect condition CM to remove the redundant tyres left outside	SLM CM
12.	Matters Arising Trees in Square to be pollarded Northlew Footpath No. 3 –SM to recontact the DCC’s Public Rights of Way Warden Square Pump – SLM to arrange new casing	SM SLM