

## Northlew Parish Council

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### **Minutes of the Ordinary Parish Council held virtually via Zoom at 8.15 pm on Monday 26<sup>th</sup> April 2021**

#### **Present:**

Councillors: Holly Dancer (HD) – Chair  
Celia Miners (CM) – Vice Chair  
Andrew Alger (AA)  
Shirley Brookman (SB)  
Mai Cudmore (MC)  
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)  
James McInnes (JMcl) - Devon County Council (DCC)  
Clare Kemp (CK) – West Devon Borough Council

#### **Public Question Time**

None.

- 1. Apologies for Absence** – none.
- 2. Declarations of Interest** – AA declared his interest in Planning Application 0732/21/ARM discussed in Item 5 below.
- 3. Minutes of the meeting held on 15<sup>th</sup> March** were approved and signed by HD post the meeting subject to minor typos being corrected.
- 4. Action Points Arising** – these were discussed in the relevant items below.

## 5. Planning Applications

**Ref: 732/21/ARM** – new plans had been submitted following WDBC’s concerns that the original footprint would affect the TPO on the oak tree. This meant repositioning the new development further down the site and a new entranceway would be created onto the roadway rather than across the playing field entranceway which would now be for pedestrian access only. The Council agreed there were no concerns with the new plans and would support the application.

**Ref: 0976/21/AGR** – concerns were expressed over access and why another barn needed to be erected in an adjacent field. These comments would be lodged WDBC Planning Department.

## 6. Finance

**Payments** – SM referred the Council to Appendix B seeking approval on the monthly payments to be made, which was given. She also confirmed the first tranche of the precept (£5,472.50) had been received and nearly all monies had been received in from Northlew News advertisers.

**Internal Audit and AGAR return** – SM confirmed the internal audit had been carried out and the draft accounts and AGAR return would be circulated prior to June’s meeting for sign-off.

**Scheme of Delegation** – in view of the fact that current Government Legislation allowing local authority meetings to take place remotely was coming to an end on 7 May, the dates of the NPC’s April and May meetings had been adjusted to accommodate this and to ensure essential matters were dealt with in a timely manner. This has meant that there would be a 7 week gap between the 4 May and 21 June meetings and it was therefore unanimously agreed that during this period, the monthly bank reconciliation and expenditure would be paid by the Clerk subject to approval by the Financial Working Party and that the Vice Chairman would review and comment, if necessary, on any planning applications which could not be deferred and required action.

## 7. Correspondence

An enquiry had been made from a parishioner to MC asking whether Northlew had any first responders. SM confirmed that there was now only one first responder for Northlew, but they had been put on hold during Covid. She confirmed that the call out of first responders was initiated by the Emergency services, not by parishioners directly and that the recruitment and training of additional first responders could be signposted when required. It was agreed that information on this would be included on the e-noticeboard and in the next Northlew News.

## 8. Playing Field and Playground Update

**Playground** – MC confirmed that two parishioners had already expressed an interest in joining the Playground Working Party and when Covid restrictions were lifted, she planned to arrange a meeting on site to discuss and recruit further assistance to take this forward.

**Grass Tendering** – SM reported that the newly appointed contractor had started the grass cutting and was doing a good job.

## 9. Public Lavatory and Shop Survey

SM had circulated the results of the recent public survey to all. Everyone was asked to review the report in detail so it could be discussed at length at the 21 June meeting. SB confirmed that she had sent a formal proposal to the Parish Church Committee with regard to the Square Shop and was still waiting a response. It was hoped that feedback could be initiated ahead of our June meeting.

**10. Newsletter** - CM confirmed that she had received a positive response to the 'new' quarterly March edition and had already received offers from contributors to the June edition. Any ideas for content or advertisers from all would be gratefully received.

**11. Matters brought forward by Chair and Councillors**

**Public Loos** – SLM confirmed that he has cleaned off the debris from the roof of the public toilet and apart from the fascia boards which would need to be replaced in the near future, the existing roof was in a reasonable state of repair and did not require immediate attention. The Council thanked him for carrying this out. A parishioner had offered to jet wash the exterior which everyone agreed to with thanks.

**The Well Pump and Shelter in the Square** – concerns had been raised over the condition of the pump roof shelter as some of the tiles had fallen off or were very loose. SLM offered to replace the tiles with slate and carry out general repair work free of labour charge provided the Council paid for the materials. It was agreed he would discuss the repair of the roof shelter with the Conservation Officer whom he was meeting on other matters on 10 May to establish whether approval would need to be sought to do this.

There being no further business, the meeting closed at 21.20.

**Actions Points arising from the Minutes of the Ordinary Parish Council Meeting on 26 April 2021**

<b>Item</b>	<b>Description</b>	<b>Responsibility</b>
<b>5.</b>	Planning – investigate residential status of wood lodges <b>Ref: 732/21/ARM</b> – send support response to WDBC Planning Dept <b>0976/21/AGR</b> – express access concerns to WDBC Planning Department.	<b>AA</b> <b>SM</b> <b>SM</b>
<b>6.</b>	<b>Finance –</b> Scheme of Delegation – it was agreed that SM could pay expenses (signed off by the FWP) and Vice Chair would review planning applications requiring response during the 5 May – 21 June 2020 period only.	<b>All</b>
<b>7.</b>	<b>Correspondence</b> – piece on village first responders to be included on e-noticeboard and in the next edition of Northlew News	<b>SM/CR</b>
<b>8.</b>	<b>Playground Working Party</b> MC to meet with parishioners when Covid restrictions lift to recruit more volunteers to the Playground Working Party	<b>MC</b>
<b>9.</b>	<b>Public Lavatory and Shop Survey</b> – contact with PCC to encourage feedback on SB proposal	<b>SLM</b>
<b>11.</b>	<b>Matters Arising</b> <b>Square Pump</b> – SLM to meet with Conservation Officer and report back on repair to shelter and pump	<b>SLM</b>