

Minutes of the Meeting of the Parish Council held on 7th July 2020 via ZOOM

Present: Cllr S Child, Cllr J Cox, Cllr T Hyland, Cllr G Lamb (Chairman), Cllr R Mathews, Cllr D Parry (part)

In Attendance: W Sweet (Clerk)

2021-01 Apologies for absence – Cllr F Phillips, Cllr S Warne

2021-02 Declarations of Interest (re. matters appearing on this agenda) - None

2021-03 Approve Minutes It was RESOLVED to accept the minutes of the meeting held on 3rd March 2020, Cllr Mathews proposed, Cllr Cox seconded, all agreed.

2021-04 It was RESOLVED to ratify decisions made via email on 25th March 2020 regarding powers delegated to the Clerk to make payments on behalf of the Council and to deal with legally required actions and responses, Cllr Mathews proposed, Cllr Cox seconded, all agreed.

2021-05 Open Forum – no members of the public attending

2027-06 Report from District and County Councillor – not present

2021-07 Addendum to Standing Orders It was RESOLVED to adopt the Addendum to Standing Orders, previously circulated, to reflect temporary changes in meeting procedures during COVID pandemic, Cllr Child proposed, Cllr Mathews seconded, all agreed.

2021-08 Asset Register – It was RESOLVED to agree the Asset Register, previously circulated, Cllr Child proposed, Cllr Mathews seconded, all agreed.

2021-09 Resignation by Cllr Parry Cllr Parry read out an email he was about to send to all councillors, in which he tendered his resignation from the Council and asked that it was minuted in full.

“It is with regret that I am announcing my resignation from the roll of Planning coordinator on the Parish Council. This is because in matters of importance I have not been supported by the Parish Council.

With regard to a recent planning application the following recommendations were among those not supported. Request for a site visit. Request for a meeting to discuss the application. Request to add the item to the next meeting of the Parish Council Request to appoint someone to lead the Councils response when the Chairman and Vice Chairman had a personal interest. Request to pass important relevant information to the planners.

The Parish Council should act as the eyes and ears of the Planners. In this case, whether because of personal interest, deference to the Chairman/Vice Chairman, dodgy deal, nervousness over the applicant, incompetence or apathy, the Council has collectively failed leading to a poor outcome. I find that different applicants are treated differently. For these reasons I do not wish to be seen as leading matters of planning.

Furthermore because there are now issues of trust, I feel that my future contribution would be diminished and therefore am regrettably resigning from the Parish Council.

I trust the Council will review its performance and take steps to ensure improved governance in the future. Derek Parry”

The Chairman thanked Cllr Parry for all he had done whilst on the Council. Cllr Parry left the meeting. It was AGREED that Cllr Child would write to Cllr Parry accepting his resignation with regret. The Clerk will inform the Electoral Services Manager at North Devon Council that there is a casual vacancy for a Parish Councillor.

2021-10 Review of Council Documents It was RESOLVED to adopt the following documents, all previously circulated, Cllr Hyland proposed, Cllr Cox seconded, all agreed:

- (i) Financial Regulations

RACKENFORD AND CREACOMBE PARISH COUNCIL

Minutes 2020/21 page 2

- (ii) Grants Policy
- (iii) Training Policy
- (iv) Anti-fraud & corruption policy

2021-11 Finance

- a) It was RESOLVED to ratify the following payments made since the last Council meeting on 3rd March and to pay Knowstone Parish Council £35.07 being 50% of the cost of an annual subscription to Zoom, proposed Cllr Hyland, seconded Cllr Cox, all agreed.

Earth Wrights	£10,154.40	50% deposit for work to Play Area
Earth Wrights	£8,654.40	Balance for work to Play Area less retention of £1500
BG Phillips	£252.00	Hire of digger & operator for prep work re. zip wire
Playsafety Ltd	£99.00	Playground inspection
DALC	£88.08	Annual membership fee
FA Phillips	£576.00	Salt spreading in January
Alison Marshall	£100.00	Internal Audit
Wendy Sweet	£371.40	Clerk's pay and expenses
LandForest	£2,297.93	Common clearance
BHIB Ltd	£580.27	Insurance.

- b) The following receipts were NOTED:

£3993.75 on 27.04.20 from HMRC being VAT rebate;
£3236.00 on 29.04.20 from NDC being first 50% of precept payment;
£400.00 on from DCC being payment for use of hard court by Rackenford School.
£1400.00 from the Village Fund towards the cost of the defibrillator.

- c) It was RESOLVED to agree accounts for year ending 31st March 2019, previously circulated, Cllr Hyland proposed, Cllr Child seconded, all agreed.
- d) It was RESOLVED to agree Section 1 of the Annual Audit Return, previously circulated, and for the Chairman to sign it at a later date when safe to do so, proposed Cllr Mathews, seconded Cllr Child, all agreed..
- e) It was RESOLVED to agree Section 2 of the Annual Audit Return, previously circulated, and for the Chairman to sign it at a later date when safe to do so, proposed Cllr Hyland, seconded Cllr Cox, all agreed.
- f) After reviewing the accounts to date and expenditure against budget to date, previously circulated it was RESOLVED to agree them, proposed Cllr Child, seconded Cllr Hyland, all agreed.

2021-12 The Common

- (i) Regeneration project; children's play area – A quote for groundworks in the region of £26K net of VAT had been received from TK Play and circulated to councillors. Cllr Lamb felt that after much research this includes the best solution to the drainage issues and for the surfacing. At this level of cost the essentials of the whole project could be carried out, but the EarthWrights design would require some tweaking to take into account the need to raise the whole area and some items might have to be delayed while further funding was sought. It was AGREED to obtain two further quotes using the same specification produced by Cllr Lamb which he will circulate to all councillors. Cllr Child suggested a deadline of 21st July by which to receive the additional quotes since TK Play if selected need 5 weeks' notice to start and unless work begins in August it will probably become impossible to reopen before summer 2021. In response to a query of who could be approached, it was suggested that the suppliers of the rubber matting may be able to suggest suitable contractors. Cllr Hyland offered to pursue this. It is hoped that EarthWrights will be back to finish off the zip wire on Friday and amendments to the design could then be discussed.
- (ii) Cllr Lamb reported that he had received pre-application approval for the erection of an events building which he will circulate to the rest of the Council. Details of a full application will be put on the agenda of the next meeting.

Draft minutes for approval at the next schedule meeting

RACKENFORD AND CREACOMBE PARISH COUNCIL

Minutes 2020/21 page 3

(iii) It was AGREED that the draft letter previously circulated would be sent to Meadow View residents regarding access to the Common and the dumping of wood and general scrap on the Common. It was felt that it would be good to meet with Meadow View residents as suggested in the letter. In the current circumstances any meeting would have to be held outside.

(iv) Other matters relating to the common – Cllr Lamb reported that he had asked Brian Phillips to remove the tree stumps from the old play area as there is jagged metal protruding above ground level. The area has been taped off but needs to be made safe. Cllr Warne has arranged for someone to take the chippings away and it would be helpful if that could happen before the removal work takes place; if not Brian will be asked to scrap up the membrane and chippings. Cllr Lamb also reported that the MUGA had been unlocked on the previous Saturday; Cllr Warne had sprayed it off and it is now tidy. With regard to the zip wire, which may be available for use from Saturday, it was queried whether another ROSPA inspection was needed. This will be checked with EarthWrights. A notice will be put up about the opening of the zip wire along with safety advice.

2021-13 Planning

a. Applications awaiting MDC decision:

- **18/01711/FULL**: formation of an open clamp (4630m²) for the storage of silage and alteration to existing access, Gibbet Moor Farm (Stoodleigh Parish, MDC). Comments submitted on traffic concerns and size of proposal. Cllr Lamb reported that the planners have taken this back in for more information.

b. Notifications / decisions from NDDC.

- **71262** Erection of an agricultural machinery storage shed – Toll House Farm, Rackenford – approved. It was noted that the shed can only be used for agricultural machinery. If any concerns are reported to the Council by members of the public it will act on them promptly.
- **70404** The siting of a digestate storage bag - Land North West of Kendon Farm, Nomansland, Tiverton EX16 8QW (Witheridge Parish) – decision pending

2021-14 Website Compliance – Cllr Lamb reported that he and Cllr Child had looked at the detail of the compliance requirements and felt that the Parish Council should try to opt out of it as the costs are so high. It was AGREED that Cllr Child would start the process to get dispensation on the grounds that the Council only receives a small annual precept. The website will need a new host from next February and it was suggested that Andy at iData is asked if he can recommend anyone to take it over.

2021-15 Vacancy for Clerk to the Council – Cllr Child reported that an advertisement for the vacancy has been placed on the Parish Noticeboard, the DALC website and the parish website. So far one expression of interest had been received. It was suggested that it is put on the Rackenford Facebook page which Cllr Child will organise. The Clerk said she had contacted someone she had been told may be interested who was a clerk in a nearby parish and she could also post it on a Clerks' FB Group.

2021-16 Correspondence The receipt by all councillors of an anonymous letter received c.6.06.20 relating to Planning Application Ref. 71262 was NOTED. It was pointed out that it is impossible to reply to such a letter. The Council had objected to the Planning Application concerned as well as bringing the possible breach of planning to the attention of the Enforcement Department. The application was subsequently approved and no action was taken by the Enforcement Department.

2021-17 Business at the Chairman's discretion

(i) The Chairman reported that he had been told by Ed Nicholson that the sycamore tree between the two car park areas will need to come down; it is not urgent but needs to be discussed before the winter.

(ii) Knotweed treatment – the Council has previously used Glendale but the Chairman said he had not heard from them since last year. Before October the Council will need to find another company to undertake it or try to get more input from Glendale.

RACKENFORD AND CREACOMBE PARISH COUNCIL

Minutes 2020/21 Page 4

(iii) In the event of being able to hold a physical meeting the Chairman felt that it was unlikely that the School would want the Council to use its hall for the time being. It was agreed that he would approach The Stag to see if it might be possible to use their function room. Cllr Cox suggested that a meeting about the Common could be held outside on the common.

2021-18 To confirm dates & time of meetings for the remainder of the year:

- Tuesday 1st September,
- Tuesday 3rd November
- Tuesday 12th January 2021
- Tuesday 2nd March 2021
- Tuesday 4th May 2021 at 7.30 p.m.

Venues to be confirmed. Following current advice from DALC the meeting in September will take place via Zoom.

The Meeting closed at 20.52.