**BURLESCOMBE PARISH COUNCIL**

**Minutes of**

**Annual General Meeting**

**Held remotely via Zoom on Monday 4th May at 7.00pm**

**DRAFT**

4-2020

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| --- | --- | --- |
| **5.1** | **Election of Officers**  Chairman. Cllr Worrow was voted in to continue as Chairman. He will sign his Declaration of Acceptance of Office at the next, non virtual, council meeting.  Vice Chair. Cllr Trevelyan was elected as Vice Chair. | **ACTION** |
| **5.2** | **Present:**  Councillors: Lewis Worrow (Chairman), Luke Trevelyan, Shelley Scribbins.  Sue Jarvis – Parish Clerk/RFO  **Apologies:** None | **ALL** |
| **5.3** | **Declaration of Interests:**  Councillor Trevelyan declared an interest in agenda item 5.7.1.1 | **ALL** |
| **5.4** | **Election of Appointments and committees**  It was agreed that all Councillors would be members of all committees for the foreseeable future with Cllr Worrow as Chair. | **ALL** |
|  | **Open Forum**  No members of the public had joined the meeting. However, the Clerk has received some queries regarding recent tree felling at an address in Westleigh which may contravene planning conditions. The Clerk will follow this up with MDDC Planning department. | **SJ** |
| **5.5**  **5.5.1**  **5.5.2**  **5.5.3**  **5.5.4**  **5.5.5**  **5.5.6**  **5.5.7** | **Minutes of previous meeting and matters arising:**  The March Minutes were approved and agreement given for the Clerk to sign as a true and correct record. This was unanimously approved by all Councillors. The April meeting was cancelled due to Covid19.  VAS signs. These were discussed by councillors. The consensus was that even one sign would be a drain on parish resources and that ongoing maintenance costs would also be prohibitive. Councillors also questioned whether it would form a scoreboard for some drivers and encourage negative behaviour. The PC voted to abandon this initiative.  ORL boards. Following further vandalism of the boards the PC is awaiting the quarry’s decision as to how they wish to proceed regarding a possible relocation of the boards.  Football pitch quote. The quote for £1064.00 = VAT from Countrywide Grounds Maintenance was accepted by the councillors.  Bus shelter roof quote. A quote has been submitted for the repair of the bus shelter roof. More quotes will be requested.  Ayshford Education Trust – trustees. It was agreed that Lewis Worrow would replace Les Neville as a trustee from the parish council. Thanks were extended to Les Neville for his support as a trustee over previous months. The Clerk will write to Mr Neville and the Clerk of the Ayshford Trust.  Proposal to purchase and migrate Burlescombe Parish Council to a new domain web address. Following a discussion this proposal was accepted. The new parish website is due to launch in June.  Tar Plant. The Tar Plant on the Old Railway Line is in a poor state and will need maintenance. It was agreed that quotes would be obtained for the repairs. | **ALL**  **SJ**  **SJ**  **LW**  **SJ** |
| **5.6** | **Chairman’s Report**  This Report takes place against the backdrop of the Annual General Meeting (AGM). While the economy continues to face challenges, the Council's careful management of its finances means that it can continue to help people and families, fund first-class public services and create an environment business to succeed.  This report also sets out our plan to be a climate advocate and how we plan to take steps to decarbonise the environment and protect our natural habitats. This is the first Chairman’s Report of a new Council, the first since the 2019 United Kingdom local elections, and the first since my being elected as Chairman.  Currently, the Council is running a two-third capacity, withstanding two elections in the last 12 months, which has resulted in a total of six sitting councillors other than myself: Cllr Shelley Scribbins, Cllr Luke Trevelyan, Cllr Robin Dodwell, and more recently, Cllr Chris Salter and Cllr Matt Salter. This has proved strenuous and taxing but also proved rewarding having seen what we have been able to achieve.  The most contentious matter of the last decade has now been resolved. The proposed highway improvement scheme on Longwood Lane was deemed by Aggregate Industries, Devon County Council and the Member of Parliament for Tiverton and Honiton, Neil Parish, as unfeasible logistically and environmentally impractical. The Council, following this, has ceased its involvement in the proposal and formally suspended all debate relating to Longwood Lane until May 2nd, 2023.  The Council also endorsed Aggregate Industries’ plans to move the Asphalt plant to Hill Head Quarry post-2022 which would reduce lorry movement by approximately 4,500; end nighttime and Sunday movements; stop backload trucks and mean no haulage of imported materials. This would be one of the biggest achievements for all parties concerned as it would fully satisfy the two largest points of contention in the local area as per the Lemon Gazelle report.  The Council has also invested significantly in cutting-edge technology employing the services of Ivanova Studios to provide a full next-generation digital solution for the Council. The new website and suite of digital services will be mobile optimized and implements best practice to go above and beyond what is expected. This is something that I as Chairman am both excited and proud of.  We have also restructured the Council to be more efficient and transparent, adopting a three-committee structure which will enable the participation of the electors from April 2020. The three newly formed committees being:   * the Finance, Audit and Risk Committee; * the Committee for Development, Planning and Transportation; and, * Committee for Business and Innovation.   Members of the public are not permitted to sit on the Finance, Audit and Risk Committee but are, however, encouraged and welcomed to apply to join the two publicly available committees.  The Council has also adopted three new policy documents which it hopes will grant it further powers to invest in the local community. The three newly adopted policy documents being:   * the Investment Strategy Policy 2019; * the Honours and Awards Policy 2019; and, * the Community Grant Policy 2019.   As a Council, we will continue to seek new ways to invest in the environment and protect our natural habitats both now and into the future. This is perhaps best illustrated by our commitment to the Devon Climate Emergency. The context for this decision being that:  5-2020  *“The Intergovernmental Panel on Climate Change (IPCC) has advised that carbon emissions must reduce globally by at least 45% by 2030 from 2010 levels. There is a chance we can avoid the worst effects of climate change by keeping warming below 1.5 degrees. To achieve this we must be carbon neutral (net-zero) by 2050 or earlier.*  *We recognise that we are aware of the significant implications of climate change for Devon’s communities and commits us to work together on developing a Devon Carbon Plan, which is being developed by the Net-Zero Task Force.*  *Additionally, it recognises that we need to understand the near-term and future risks of climate change for Devon to plan for how our infrastructure, public services and communities will have to adapt for a warmer world. This work is being taken forward by the Climate Impacts Group.”*  Turning to the oldest part of the community, the ancient hamlet of Canonsleigh, it is with great appreciation that this Council thanks both Aggregate Industries and Canonsleigh Residents’ Association for undertaking the erection of the three boundary signs.  In terms of financial investment, the Council has increased its spending by 4.12% year-on-year to £11,750.00 for the 2019/2020 financial year compared to £11,285.00 the 2018/2019 financial year. This means better training for our councillors, continued investment in keeping our environment well looked after and more money for public lead meetings in the new year. To this end, as I look ever excitedly to the future and what it brings, I am compelled to thank my fellow councillors, our enduring clerk and the people for their continued support.  . | **LW** |
| **5.7**  **5.7.1.1**  **5.7.2**  **5.7.2.1** | **Planning**  **The following new application was discussed:**  **20/00494/HOUSE** Erection of 2 replacement sheds and parking area Location: 2 & 3 Mount Pleasant Westleigh Tiverton. *No objections.*  **MDDC Decisions**  **20/00212/TPO** *Part approved, part refused* | **LW** |
| **5.8** | **Cllr Worrow’s Report:**  PROW. No footpaths have been walked recently due to Covid 19. However, if anyone notices and issues please get in touch with Clerk. |  |
| **5.9**  **5.9.1**  **5.9.2**  **5.9.3**  **5.9.4** | Highways. The highways are still in poor condition.  Repairs completed. No repairs have been completed.  Reports of repairs. None.  **Community Hall**. Nothing to report.  **St Mary’s Church**. Nothing to report |  |
| **5.10** | **Quarry Liaison Report**  Nothing to report  6-2020 | **LT** |
| **5.11**  **5.11.1**  **5.11.2**  **5.11.3**  **5.11.4**  **5.11.4.1**  **5.11.4.2**  **5.11.4.3**  **5.11.4.4**  **5.11.4.5**  **5.11.4.6**  **5.11.4.7**  **5.11.4.8**  **5.11.4.9**  **5.12** | **Clerk’s Report**  **Finance**  Income – Precept (first half) £6054.64  Wayleave payment £11.92  Expenditure:  The following expenditure was approved:   |  |  |  |  | | --- | --- | --- | --- | | **Amount £** | **Cheque/BACS** | **Payable to** | **Comments** | | 330.00 | SO | S. Jarvis | April salary | | 330.00 | SO | S. Jarvis | May salary | | 207.86 |  | DALC | Taken at source from precept | | 150.00 | Cheque | D Goodall | Internal auditor’s fee | | 150.00 | Cheque | Vision ICT | Website hosting | | 75.00 | Cheque | G. Hawkins | Bus shelter repairs | | 90.00 | Cheque | N. Page | PROW maintenance |   Authorisation was given to the Clerk to pay Viktorija Ivanova of Ivanova studios for website services when invoiced.  Summary of accounts for year end. These were approved by councillors.  **Correspondence**  None received |  |
| **5.13** | **Matters brought forward for information or future agenda:**  The next meeting of the Parish Council will be on Monday 1st June 2020 at 7pm in the Community Hall, Burlescombe or via Zoom depending on the Covid 19 situation.  The meeting closed at 7.35pm. | **ALL** |

Lewis Worrow

Chairman

Burlescombe Parish Council

7-2020