

OFFWELL PARISH COUNCIL
MINUTES OF A MEETING HELD ON MONDAY
18th JUNE 2018 IN THE SOCIAL CLUB

Present: Cllrs A Small (Chair), S. Patch, M. Mulrain, T. Staunton, D. Millington, C. Whithear

In Attendance: A Jenkins (Clerk)

Members of Public: 2

OPEN SESSION

No matters were raised.

COUNCIL BUSINESS

1. Apologies

Cllr. P. Tuke Cllr. M. Brake, Cllr. J. Tristram, EDDC Cllr. G. Godbeer,
EDDC Cllr. H. Parr, DCC Cllr. M. Shaw, PCSO 30017 D. England

2. Declaration of Interests

None

3. Declarations of Acceptance of Office

Cllr. Millington signed his declaration witnessed by the Clerk.

4. Confirmation of Internal Auditor

The Clerk reported that the Terry Cuthbertson MBE was willing to continue to act as the Internal Auditor. Cllr. Patch proposed that he continue in this role, seconded by Cllr. Mulrain, all in favour.

5. Minutes of the Meeting held on 21st May 2018

The minutes were declared a true record of the proceedings, proposed by Cllr. Staunton, seconded by Cllr, Whithear, all in favour.

6. Matters Arising from the Minutes

Cllr. Patch reported that the carpenter had made the new frames for the Noticeboard but that he was unable to put the glass from the existing frames in them, as the glass does not comply with present safety legislation. He had advised that the new frames would either have to be fitted with toughened safety glass or Perspex. The chair proposed that the Council instruct the carpenter to proceed with the Perspex option, seconded by Cllr. Whithear, all in favour. Cllr. Patch to advise the carpenter.

The clerk reported that the further CIL £345.58 received on the 25th April had now been transferred to the new dedicated CILaccount.

Four Councillors advised that they were still experiencing problems accessing their new email accounts. The Clerk suggested that they telephone Councillor Brake to resolve the problems and then to confirm by email that that they were then able to access their accounts and able to read the emails he was sending out to all Councillors.

7. Minutes of the Meeting held on 7th June 2018

The minutes were declared a true record of the proceedings, proposed by Cllr. Millington, seconded by Cllr, Whithear, all in favour.

8. Matters Arising from the Minutes

The Clerk confirmed that the Exemption Certificate and other required documents had been forwarded to the external auditors. He also advised that the Notice for the exercise of Public Rights had on the 17th June 2018 been both published on the website and displayed on the notice board.

9. Reports

(a) Police:

The Clerk reported that he had not received any report from the Police.

(b) District and County Councillors:

DCC Cllr. Shaw had sent a June 2018 report which had been circularised to all Councillors and posted on the website. The report included amongst others, items on the present position on Wilmington's proposed traffic-calming measures and the reported comments of the CCG chair on the future of Seaton and Honiton hospitals.

(c) Other Reports - None

10. Correspondence

The Clerk reported that over 70 items of email correspondence had been received and forwarded on to Councillors. These included;-

- a) Emails from EDDC re Tree Warden News with an appeal for new Tree Wardens.
- b) Email from EDDC re alterations to the Electoral Register
- c) Email from EDDC re Councillors Register of Interest. The Clerk reminded Councillors that they all need to complete the register before the 1st September and need to confirm by email or in writing to the Clerk that they have done so.
- d) Email from DCC re consultation on the provision of library services for rural communities, including mobile library services such as that presently provided to Offwell.
- e) Newsletters from Offwell C of E Primary School
- f) Email from EDDC re a vacancy on their Standards Committee

- g) Email from EDDC with a link to a presentation on their recent Planning Training event
- h) Email and agenda on forthcoming Honiton Health Matters meeting on the 21st June 2018
- i) Email from DCC Public Health with information on Diabetes and Ticks
- j) Email from EDDC inviting the Chair to the Garden Party at the Knowle at 3.00pm on Saturday 18th August 2018. Reply by 6th July. Invitation passed to the Chair to reply.
- k) Email from Gigaclear offering to attend a meeting to give a presentation on their provision and installation of a superfast fibre optic network in the parish. Their team would answer any questions on the installation work, timescales and wayleaves where they needed to cross over any privately owned land. They are working in conjunction with Connecting Devon and Somerset, the local government-led programme.

Councillors discussed the matter and decided that the meeting should be an open meeting to be held in the Village Hall. Monday, the 23rd July was suggested as a possible date. The Clerk to speak to Gigaclear to check if this was a suitable date for them and if so to book the Hall and publicise the meeting.

The Clerk advised that the following written correspondence had also been received:-

- a) Letter from Devon Association of Local Councils (DALC) advising that the National Joint Council for Local Government Services (NJC) had reached agreement on the New Pay Scales for 2018-19 to be implemented from 1st April 2018 and New Pay scales for 2019-20 to be implemented from 1st April 2019. The new pay scales for Clerks to be applied from 1st April 2018. The Clerk advised that his new hourly pay rate under the new pay scale is £9.341.
- b) Letter from Seafarers UK re flying a Red Ensign on Merchant Navy Day, 3rd September. Noted
- c) Letter from Victim Support Devon & Cornwall requesting financial support. Noted
- d) Letter and forms from Lloyds Bank asking for confirmation of the Council's tax residence in order to comply with new tax legislation. The Clerk to discuss with the bank and complete any necessary forms.
- e) Invoice from EDDC for the amount of £240.00 incl. VAT in respect of the renewal of the emptying service of the Dog waste bin for the year 2018-19. The Clerk said that this had been received after the agenda had been issued but that payment was due within 14 days of the invoice date which was 11th June 2018. It was proposed by Cllr. Small, seconded by Cllr. Whithear, all in favour that this be added to the Payment Items to be considered at this meeting.

11. Finance

Cllr Millington proposed, Cllr. Mulrain seconded, all in favour that:

- a) £238.12 be paid to the Clerk for the period 2nd April 2018 to 30th April 2018
- b) £46.00 be paid to HMRC for PAYE for period 30th April 2018 to 28th May 2018
- c) £20.00 be paid to top up the petty cash
- d) £2.56 be paid to Cllr. Tristram out of petty cash to reimburse for purchase of new key for Dog waste Bin.
- e) £8.38 be paid to Cllr. Whithear out of petty cash to reimburse for purchase of timber and bolts for repairs to Haycart.
- f) £112.00 be paid to the Clerk for office space allowance for the period October 2017 to June 2018 (8 months)
- g) £240.00 be paid to EDDC for renewal of the Dog Waste Bin collection service for the year April 2018 to April 2019.

12. Bank Statements

The Clerk advised that there was £10,329.28 in the current account (after allowing for 4 uncleared cheques) and passed for Councillors perusal the Bank Statement dated 29th March 2018. There was £1,088.39 in the dedicated CIL account.

13. Planning Applications

Planning Application -18/1303/FUL – Five Oaks, Offwell, EX14 9SA

Cllrs. perused the application and Cllr. Whithear proposed supporting the application, seconded by Cllr. Mulrain, all in favour.

14. Finger Post North Coombe Road

The Clerk advised that he had emailed Stephen Kelly, the Highways Officer and was waiting his reply.

15. Agenda Items for Next Meeting

- Community Infrastructure Levy (CIL)
- Parishes Together Grant work
- Gigaclear
- Emails

16. Date and time of Next Meeting

The next meeting will be on Monday 16th July 2018 at 7.30pm. Cllr. Whithear tendered his apologies in advance for the meeting. The meeting closed at 8.40pm.

Signed..... Dated.....

