

OFFWELL PARISH COUNCIL

MINUTES OF THE REMOTELY HELD PARISH COUNCIL MONTHLY ORDINARY MEETING ON MONDAY

18th January 2021 AT 7.30PM

via Zoom platform as per legislation contained within section 79 of the Coronavirus Act 2020

Present: Cllrs. C. Whithear (Chair), P. Hopkins, J. Tristram, P. Sauvage
M. Brake (Vice Chair)

(remotely)

In Attendance: A Jenkins (Clerk), EDDC Cllr. H. Parr

(remotely)

Members of Public: 2

(remotely)

The Chair welcomed Councillors, to the Council's Zoom virtual remote meeting, made necessary by the current CV-19 situation which requires social distancing measures. He advised Councillors that the meeting is being recorded but that the recording will be erased once the draft minutes of the meeting are approved at the next meeting.

OPEN SESSION

No matters raised

COUNCIL BUSINESS

1. Apologies

None but DCC Cllr. Shaw later emailed his apologies. He had tried join into the Zoom meeting but could not enter.

2. Declaration of Interests

None

3. Minutes of the Meetings held on 21st December 2021

Cllr. Brake said that there was an error as he didn't second Item 3. The Clerk checked his notes and it was actually Cllr. Whithear who seconded acceptance of the minutes. The draft minutes were amended and Cllr. Hopkins proposed declaring the amended minutes as a true record of the proceedings, seconded by Cllr. Sauvage, all in favour.

4. Matters arising from the Minutes

The Clerk advised that the new noticeboards had been manufactured but that there was a slight problem in the order being processed and that the header for the Village Notices board had not

been engraved as it should have been. Unfortunately, the engraver is now off work recovering from a serious operation, so the manufacturers will fit an ordinary header with vinyl lettering and despatch both boards to us and then send the engraved header at a later date for us to change it. The noticeboards will be delivered on the 25th January 2021. Cllr. Tristram proposed that the Council engage W J Grant/R Pincombe to remove the old noticeboards and erect the new ones, seconded by Cllr. Hopkins, all in favour.

The Clerk advised that he would visit the Bank after the present lockdown had ended to obtain the necessary change of signatories forms.

5. **Councillor vacancies**

The Clerk advised that subsequent to the last meeting Cllr. Mulrain had sent an email tendering his resignation which the Clerk read out. Councillors asked the Clerk to send a letter to him thanking him for his service to the Community and sending him and Dawn best wishes for the future.

The Clerk advised that the vacancies would be readvertised when the new website was launched and the new noticeboards installed. He said that the best way to attract applicants, was for Councillors to speak to parishioners and encourage them to consider applying. However, this was difficult at present during the lockdown.

6. **Reports**

a) **Police**

The Clerk advised that he had not received any report from PCSO England.

b) **District and County Councillors:**

EDDC Cllr. Parr advised that the pandemic had involved EDDC in an unprecedented huge amount of administration work setting up the Corona Hub, administering payments of over £47M in connection with the Government Covid grant schemes and £18M in business rate relief and many other EDDC service departments had also been affected. Lengthy meetings with department heads had been taking place in order to consider the financial and other impacts on the Council ahead of the forthcoming budget deliberations.

c) **Clerk – New Website**

The Clerk reported that work on the new website had progressed well and that the temporary new website was looking great. However, there was still a substantial amount of work to do and that it had been necessary to extend the hosting plan for the existing website for a further month until the 21st February 2021. This was to give an insurance period in case some information had been overlooked and not copied over. It was hoped that the new website would go live on the 1st February.

It had been necessary to set up the hosting package for the new website. The charge for a two year package was £168.00 and payment had to be made by card online. The Clerk had made this payment and also a payment of £15.26 for extending online the hosting plan for the old website using his personal card.

The Clerk advised that he would issue out a newsletter on the 31st January to announce the launch of the new website.

d) **Offwell Neighbourhood Support Group**

Cllr. Whithear advised nothing to report at present. The support group was ready and prepared to offer support.

e) **Highways Matters**

The Clerk advised that he had reported the various matters advised at the last meeting to Highways.

f) **Any Other Reports**

Cllr. Sauvage advised that the defibrillator pads needed to be changed by the end of February and that the Battery was also due for replacement in the next few months.

Cllr. Sauvage proposed that the Clerk go ahead and order the necessary replacements, seconded by Cllr. Tristram, all in favour.

7. To consider any matters pertaining to Coronavirus and Offwell Parish

No matters raised.

8. Correspondence

The Clerk advised of an email received from EDDC about the Census taking place on the 21st March 2021.

9. Finance

a) **Current Financial Position**

The Clerk reported that there is £9,256.75 in the current account (not allowing for any payments to be approved at this meeting but does include the £1,000 grant from Cllr. Shaw's locality fund towards the new noticeboards).

There is £1,112.09 in the CIL Account.

It should be noted that the Council has resolved to make a payment of £1,100 from the CIL monies towards the purchase of the new noticeboards.

b) **Expenditure to be approved for which bills have been received**

- 1) Payment of £318.72 for the Clerk's salary for the month of January 2021
- 2) Payment of £14.39 to A Jenkins (Clerk) Reimbursement for ZOOM IT Platform Monthly Charge purchased on Clerk's personal card)
Payments proposed by Cllr. Sauvage, seconded by Cllr. Brake, all in favour.

Cllr. Sauvage proposed, seconded by Cllr. Tristram the following two payments, in order to reimburse the Clerk, all in favour.

- 3) Payment of £168.00 to A Jenkins (Clerk) reimbursement for two year web hosting package for the new website (purchased on Clerk's personal card)
- 4) Payment of £15.26 to A Jenkins (Clerk) Reimbursement for renewal of the old web hosting for 1 month up to the 21st February 2021. (purchased on Clerk's personal card)

10. Planning applications

21/0076/FUL - Karibuni Offwell Honiton Devon EX14 9SA

Construction of first floor extension

Council resolved to support the application. Proposed by Cllr. Whithear, seconded by Cllr. Hopkins, all in favour.

11. Grit Bins

The Clerk advised that he had reported the damaged grit bin by the Village Hall.

Cllr. Tristram had walked the parish and supplied the Clerk with a map showing location of all grit bins. The Clerk said he would check them to establish if they were DCC grit bins or otherwise and report back at the next meeting.

Cllr. Whithear said that there are no shovels in any of the grit bins to enable one to spread some grit. Cllr. Whithear proposed purchasing 14 small hand shovels to be placed in the bins, seconded by Cllr. Sauvage, all in favour.

12. Snow Warden

The Clerk advised that ex Cllr. Small had agreed to remain as snow warden for the time being but not permanently. He has a large pallet of bags and had asked if Councillors wanted to keep a few bags at their properties as they were located around the parish.

Cllr. Tristram already had some and Cllr. Hopkins said that she had a dumpy bag of grit. Cllr Brake and Cllr Sauvage will have some bags. The Clerk to contact the snow warden.

13. Agenda items for next meeting

None

14. Date and Time of next meeting

The next Zoom meeting will be on Monday 15th February 2021 at 7.30pm.

The meeting closed at 8.45pm

Signed..... Date.....