

OFFWELL PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL ANNUAL MEETING ON WEDNESDAY 18th MAY 2022 AT 6.30PM IN THE VILLAGE HALL

Present: Cllrs. C. Whithear (Chair), J. Tristram, P. Sauvage, T. Pepper, A. Welch-Thornton,
P. Hopkins

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

Members of Public: 0

The Chair welcomed everyone to the Council meeting and outlined / reminded everyone of the Covid-19 measures which had been adopted for Council meetings.

OPEN SESSION

No matters raised

COUNCIL BUSINESS

1. Election of Chair

Cllr. Hopkins proposed Cllr. Whithear for the post, seconded by Cllr. Pepper, all in favour.

2. Chair's Declaration of Acceptance of Office

The Clerk advised that the printer was presently out of action. The Clerk will contact Cllr. Whithear to sign the declaration.

3. Apologies

Cllrs. Whitehead, Norfolk & Evans

4. To receive any declarations of interest relating to items outlined in this agenda (this does not preclude the duty to declare further interests as applicable)

None

5. Election of Vice Chair

Cllr. Welch-Thornton proposed Cllr. Tristram for the post, seconded by Cllr. Sauvage, all in favour.

6. Members' Declaration of Acceptance of Office

The Clerk will contact Councillors to sign the Declaration forms

7. Confirmation of Responsible Financial Officer for 2022/23

Cllr. Tristram proposed that the Clerk continue as the Responsible Financial Officer, seconded by Cllr. Sauvage, all in favour.

8. To confirm bank mandate signatories for 2022/23 and sign mandate variation forms if necessary

Agreed that all councillors be signatories. The Clerk to obtain mandate signed variation forms for those who are not presently signatories.

9. Confirmation of the Internal Auditor

Cllr. Tristram proposed that Mr T. Cuthbertson continue in this role, seconded by Cllr. Hopkins, all in favour

10. Election of Officers and Committee Representatives

- a) Planning Committee**
All Councillors
- b) Trees**
Cllr. Pepper
- c) Highways**
Cllrs. Sauvage & Tristram
- d) Footpaths**
Cllr. Sauvage
- e) Snow Warden**
Cllr. Pepper

Cllr. Hopkins proposed the above appointments, seconded by Cllr. Welch-Thornton, all in favour.

11. Minutes of the Meeting held on 23rd March 2022

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

12. Matters arising from the Minutes

None

13. Minutes of the Meeting held on 20th April 2022

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

15. Matters arising from the Minutes

Cllr. Sauvage proposed that the notice board which had been intended to be used at Cleave Cross but could not due to highway health and safety and planning concerns, be offered to the Church for use as a notice board, seconded by Cllr. Hopkins, all in favour

16. Reports:

a) Police

None

b) District and County Councillors

EDDC Cllr. Parr reported that 3 of the Public Toilets in East Devon had been sold off. Despite strong objections, Colyton Dolphin Street toilets had been listed for closure and disposal eg. to Colyton Parish Council. A period of 12 months was allowed for negotiations between CPC and EDDC on terms of the hand over, and the Unisex Disabled Toilet would remain open during that time.

It is doubtful whether any funding will be available, but hopefully the negotiations will be successful and CPC will find a way to take on the management of Dolphin Street toilets, which are absolutely essential to the town.

EDDC Council Meetings are still being held on Zoom, and despite strong opposition, Councillors recently voted by a small majority to extend this till October. No decisions are made by councillors. Decision making is delegated to senior officers who make decisions after listening to council debates on zoom
EDDC Cllr. Parr had submitted an annual report.

c) Clerk

None

d) Offwell Neighbourhood Support Group

None

e) **Highways Matters**

None

f) **Footpaths Report**

None

g) **Queen's Platinum Jubilee 2022 Sub Committee**

Cllr. Whithear reported that the plans had been finalised and a programme of the event on Sunday 5th June would be published shortly. He said that all 120 seats for the event had been booked. The event will be held inside the hall and the games/races would be outside but this was dependent on the weather on the day.

A risk assessment had been completed and forwarded to the Clerk for onward submission to the Insurers to confirm cover.

h) **Any Other Reports**

None

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

None

18. Correspondence

Letter from Southleigh Parish Council

The Clerk advised that he had received a letter from the Clerk at Southleigh Parish Council. They wish to discuss the East Devon District Council Planning and Retrospective Planning Applications and would like to arrange a meeting with Offwell councillors and the five other local parish councils. The reason behind this is that Southleigh Parish Council has experienced problems with unauthorised developments in the Southleigh village, that EDDC have no powers over, until a valid planning application is received, when in virtually all cases, it is too late to have any input over the design, materials etc, this being the case, EDDC won't know the problems that small villages face.

Cllr. Whithear said that he could not recall any such problems having occurred in Offwell during his time in office and that as such did not feel that Offwell PC would be able to give any valid and useful input to the proposed meeting. However, he would be willing to attend a meeting with the Clerk if the other five local councils were also attending. The Clerk to contact the Southleigh Clerk.

19. Finance

a) **Current Financial Position**

The Clerk reported that there is £4,390.77 in the current account, not allowing for any payments to be approved at the meeting.

The CIL account balance is unchanged at £12.09

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

1) Payment of £326.72 for the Clerk's salary for the month of May 2022

2) Payment of £14.99 to C. Whithear to reimburse for purchase of weedkiller

3) Payment of £ 210.00 to Community Heartbeat Trust for VETS Refresher course
Payments proposed by Cllr. Hopkins, seconded by Cllr. Tristram

b) **Renewal of Council Insurance Policy**

The Clerk advised that he was still waiting for the renewal invitation. The policy was due for renewal on the 1st June and he was also waiting for confirmation of cover in respect of the Jubilee event. Cllr. Tristram proposed that the decision on acceptance of the renewal invitation be delegated to the Clerk, seconded by Cllr. Sauvage, all in favour.

17. Planning Applications

None

18. Agenda Items for Next Meeting

None

19. Date and Time of Next Meeting

Wednesday 15th June at 7.30pm

Meeting closed at 7.30pm

Signed *C. Whithear*

Date 15/06/2022