

Minutes of West and East Putford Parish Council Meeting on Monday, 27 April 2020 at 10am by teleconference.

This was an additional meeting held to discuss further items in the light of the coronavirus epidemic.

<p>Chaired by: Councillor Mrs P Geen</p>	<p>Clerked by: Sue Squire</p>	
<p>Present: Councillors</p> <p>S Carter M Cornish Mrs L Drake Mrs P Geen J Headdon D Smith M Thomas Mrs N Williams</p>	<p>Agenda: - Clarification of meeting held by teleconference on 18 March 2020 Items raised by members of the public Apologies Declarations of Interest Items to discuss Planning Date of next meeting</p>	
	<p>The Chairman expressed her thanks to Councillors Carter, Smith and Mrs Williams, as well as others who had been co-ordinating help around the Parish to assist those who required assistance during the coronavirus epidemic. Good feedback had been received.</p> <p>The Chairman also acknowledged the work by other organisations – the NHS, care teams and the local GP surgery. She is the Vice Chairman at the Northern Devon Healthcare Trust who are doing a good job caring for patients during the crisis.</p> <p>The reason for holding the meeting was explained.</p>	<p>Action:</p>
<p>85.</p>	<p>Clarification of meeting held by teleconference on 18 March 2020. It was noted that at that time, there was concern regarding holding a physical meeting due to the emerging information in connection with the coronavirus.</p> <p>No information had been received from the government or the National Association of Local Councils regarding the procedure and a decision was taken, for the safety of all, to hold the meeting by teleconference.</p> <p>It has since been clarified that the meeting was not lawful because confirmation had not been received that it was in order to do so.</p> <p>The Parish Council stands by it's decision to hold a remote meeting for a number of valid reasons.</p> <p>Proposed by Councillor Mrs Drake to ratify the decisions made at the meeting on 18 March 2020 involving the adoption of a Business Continuity Plan; response to Planning Applications and payments which would normally be paid at the meeting. Seconded by Councillor Mrs Williams. Unanimously agreed.</p> <p>Parish Councils have since had confirmation from the National Association of Local Councils that remote meetings can be held under the legislation of the COVID-19 law until May 2021.</p> <p>The Clerk advised that there had been a further update regarding the approval of the accounts and completion of the Annual Return. The timetable had been put back, meaning the accounts and Annual Return would be agreed at the July 2020 meeting, go to the internal auditor during August and be completed by 31 August 2020.</p> <p>The exercise of elector's right would be from the beginning of September, rather than the beginning of</p>	

	June.	
86.	Items raised by members of the public. None.	
87.	Apologies. It was noted after the meeting that Councillor Wooldridge had not been able to join the teleconference despite efforts to be connected.	
88.	Declarations of Interest. Councillors Cornish, Mrs Drake, Moulder and Pomeroy have a Dispensation for items relating to Common Moor.	
89.	<p>Items to discuss.</p> <p>89.1 Update Newsletter – Councillor Carter advised that the last newsletter had been produced at the start of the lockdown when it had not been possible to deliver it by hand, as had been the case in the past. Postage costs incurred were £90.</p> <p>The newsletter had been taken by Torrridge District Council and included in responses and also by DCC which had been held as a good example as to how things have been happening.</p> <p>There was a good response in the collection and delivery of foods from the Blackberry Farm Shop and a good response for collection of prescriptions.</p> <p>Three Councillors have a list of people identified as requiring help, which is not circulated for the protection of those mentioned.</p> <p>There were no plans for another newsletter until the late Autumn unless something significant happens.</p> <p>It was acknowledged that the Clerk had sent a lot of information that could go onto the Facebook page where it was known there were over 100 people picking the information up.</p> <p>There was a discussion as to how information could be relayed to people who did not use Facebook or have the internet. There had been a lot of information on the TV / radio where people would be aware.</p> <p>Should there be anyone who requires help, they should contact Councillors Carter, Smith or Mrs Williams.</p> <p>89.2 Additional funding from Torrridge District Council and how this could be allocated within the Parish via a community group.</p> <p>The sum of £466.31 had been added to the Precept, which could be used to cover the postage costs of the last newsletter, and also for the next one, together with paper and envelopes.</p> <p>Proposed by Councillor Thomas, seconded by Councillor Cornish and unanimously agreed.</p> <p>Grocery parcels were also discussed for people in financial difficulties. To remain anonymous, they are invited to contact the Clerk (01598 710526 or email sue@suesquire.com) who would make the necessary arrangements.</p> <p>89.3 To review the list of vulnerable people and the support being provided. Covered under Minute No. 89.2</p> <p>89.4 Annual Parish Council Meeting (AGM). The National Association of Local Councils had informed Parish Councils that the Annual Parish Council Meeting, usually held in May each year, does not, due to the current coronavirus situation, have to be held in May 2020 and can be postponed until May 2021.</p> <p>Councillors considered whether to postpone the Annual Parish Council Meeting until May 2021. Councillor Mrs Geen was willing to continue as Chairman and Councillor Mrs Drake as Vice Chairman.</p>	<p>MT to put on Facebook</p>

	<p>Proposed by Councillor Carter to postpone the Annual Parish Council Meeting until May 2021. Seconded by Councillors Mrs Williams. Unanimously agreed.</p> <p>It was also noted that the Annual Parish Meeting (not to be confused with the Annual Parish Council Meeting), where Reports from Organisations are given, usually ahead of the Annual Parish Council Meeting, and must be held annually between 1 March and 30 June each year, does not have to be held this year.</p>	
90.	<p>Planning. The following Application was considered. West & East Putford Parish Council had been consulted as an adjoining Parish.</p> <p>Application 1/0267/2020/FULM – Variation of condition 6 (l) and (n) of planning permission 1/177/2015/FULM (5 megawatt solar park and ancillary development (on 14.6 hectares of land) to amend HGV access route and frequency of road survey – land at Bulkworthy, Devon.</p> <p>Proposed by Councillor Smith to recommend approval. Seconded by Councillor Mrs Drake. Unanimously agreed.</p> <p>It was noted that Councillor Mrs Williams did not wish to be a Member of the Planning Sub Committee. Her place was taken by Councillor Headdon and the Group would comprise three Councillors – Carter, Thomas and Headdon.</p> <p>Terms of Reference for the Planning Sub Committee to be an item on the next Agenda for agreement.</p>	<p>Clerk</p> <p>May Agenda</p>
91.	<p>Date of next meeting. Wednesday, 20 May 2020 at 7.30pm by teleconference.</p> <p>The meeting ended at 10.52pm.</p>	
<p>Summary of Decisions:</p> <ul style="list-style-type: none"> ➤ Ratification of decisions made at the meeting on 18 March 2020 ➤ Allocation of funding received from Torridge District Council to assist during the coronavirus crisis ➤ Annual Parish Council Meeting (AGM) postponed until May 2021 ➤ Planning 		
<p>These Minutes are agreed by those present as being a true record.</p>		
<p>Signed: Chair of West & East Putford Parish Council.</p>	<p>Date:</p>	