

Minutes of West & East Putford Parish Council Meeting held on Wednesday, 15 September 2021 at 7.30pm by Zoom due to higher than Covid-19 infection rates being higher than the national average, for the safety and protection of all.

Chaired by: Councillor D Smith	Clerked by: Sue Squire
Present: Councillors S Carter during Minute No. 32 M Cornish Mrs L Drake D Smith M Thomas Mrs N Williams J Wooldridge during Minute No. 32 District Councillor P Pennington until Minute No. 39.2 Mr P Nethercott, Airband	Agenda: - Presentation by a representative from Airband Items raised by members of the public Apologies Declarations of Interest Approval of the Minutes of the Parish Council Meeting held on 21 July 2021 Reports Items to discuss Planning and Planning Correspondence Finance Correspondence Compliance and Policies
	<u>Actio</u>

32. Presentation by a representative from Airband.

The Chairman welcomed Mr Nethercott and District Councillor Pennington to the meeting.

Mr Nethercott explained that he is the Community Liaison Executive for Airband and gave details of the fibre roll out and the Connecting with Devon and Somerset project.

Airband was founded in 2009 and is an independent internet service provider bringing high speed broadband to homes, businesses and industry in rural and hard to reach areas. The company is proud to work with the Department for Digital Culture Media and Sport, BDUK (Building Digital UK), local authorities and communities to build high availability infrastructure that residents, business and other ISP (internet service providers) can access to help overcome the UK digital divide. It is trusted by governments, industry partners and communities to bring the fastest, most reliable broadband service to rural communities, industrial parks and outdoor sites.

Project overview.

- Airband, in partnership with Connecting Devon and Somerset, has been commissioned to build a brand new, ultrafast FTTP (Fibre to the Premises) broadband network to transform connectivity in the area
- Over the coming weeks and months, Airband will be working in rural areas across the country, including weekend work and disruption will be kept to an absolute minimum
- Work may involve accessing existing underground ducts and telegraph poles
- New telegraph poles may be erected at various locations. For the most part, these new poles will be situated along roads away from residential areas
- Airband is working closely with the local authorities to plan and implement the network build

Phase 7 Plan – Putford

- Surveying began in Summer 2021
- Build planned for Autumn 2021
- Completion due Spring 2022 – expected to go live on 31/3/22. A test and splice audit has to be carried out and it looks like it will be April before the connections are completed
- Build dates estimates, timings may change

Fibre to the Premise (FTTP)

- Airband provide this service across the network, bringing ultrafast speeds of up to 1Gbps to their customers in more rural areas. There is no line rental or phone line required and the price seen is the price paid
- Fibre to the premise replaces old copper broadband lines; fibre optic cables are run from the local exchange direct to the premises
- Because the fibre cable comes right into the building, there is less 'contention' which gives a faster and more reliable broadband experience. Existing phone lines will not be cut off.
- There is a £99 installation fee and business packages are available with an enhanced service level agreement for businesses

Broadband Packages

Fibre Unlimited. 40Mbps download, 10 Mbps upload. £29.99 a month for 18 months. £38 a month thereafter.

Fibre Unlimited Plus. 100Mbps download. 25 Mbps upload. £34.99 a month for 18 month. £47 a month thereafter.

Details were given as to how people could register their interest and how it is installed.

If two or more premises sign up, they can claim for the scheme with a home voucher

33.	Items raised by members of the public. None.	
34.	Apologies. Councillors J Heddon, N Moulder, Holsworthy Police.	
35.	Declarations of Interest. Councillors M Cornish and Mrs L Drake have a Dispensation for items relating to Common Moor.	
36.	Approval of the Minutes of the Parish Council Meeting held on 21 July 2021. Approved and signed as a correct record. Proposed by Councillor Carter, seconded by Councillor Mrs Drake and unanimously agreed.	
37.	<p>Reports:</p> <p>37.1 Police. The July / August Newsletter had been circulated to Councillors.</p> <p>37.2 County Councillor J Morrish. Not present.</p> <p>37.3 District Councillor P Pennington.</p> <ul style="list-style-type: none"> • The biggest issue in the area is housing, particularly as house prices have increased. Historic research regarding the number of people requiring housing is out of date. TDC Planning Authority seems to be going more centralized and interested in how any new rules will pan out • Climate change. TDC has adopted the North Devon Biosphere Nature Recovery Plan • He hoped refuse and recycling collections were not affected by the 'pingdemic' • The budget is on track <p>In connection with recycling, Councillor Carter advised that items collected were still flying out of the lorries due to the doors being left open and reminded that the Transport Licence was granted on condition that the doors were closed, which if not followed, the Licence could be revoked and a fine imposed.</p> <p>District Councillor Pennington advised he would speak to the operations manager.</p> <p>37.4 Common Moor. Councillor Thomas advised no Report had been received from Kivells, despite various reminders and he had not been able to speak to the appointed Land Agent regarding the question from the scrub clearance contractor as to whether National England would allow him to chip the arisings on site. For the time being, the same approach would be as last year pending an answer from Natural England.</p> <p>As regards Common Moor, there had been no developments since the last meeting. Scrub clearance would be taking place shortly.</p> <p>Councillors were concerned about the lack of communication from the Land Agent and a letter to this effect to be sent to the firm.</p> <p>37.5 Training. Councillor Thomas / Clerk. The resources from 'Responding to Planning Applications' had been sent.</p> <p>37.6 Co-option Vacancy on the Parish Council. The Clerk to check the situation with TDC as to whether 10 parishioners had requested an election. In the event that an election will not take place, the Clerk to prepare a co-option poster for display on the notice boards and website with a view to co-opting at the November meeting.</p> <p>37.7 State of the roads update. Councillor Thomas / Clerk. Pothole outside the field leading to the Devon Air Ambulance Night Landing Site had been reported by</p>	<p>District Cllr PP</p> <p>Clerk in liaison with MT</p> <p>Clerk</p> <p>Clerk</p> <p>MT to send ref no. to Clerk to remind</p>

<p>38.</p>	<p>Items to Discuss.</p> <p>38.1 Roadmap Newsletter from DCC. Road Warden Scheme. Councillor Smith had circulated details of DCC's Roadmap newsletter to Councillors. It was known that funding was available if Councils signed up to the Scheme.</p> <p>When the Scheme was considered in the past, there was concern about adequate insurance cover being in place, but this had now changed. Councillors Mrs Williams and Carter did not wish to be involved.</p> <p>Previously, Councillor Moulder had expressed an interest in being a Road Warden. No volunteers came forward at the meeting.</p> <p>Councillor Carter would report the potholes in West Putford. Other people need to be encouraged to report potholes and other road issues via the DCC interactive website, of which details were included in the last Newsletter and will be in the next one. The details are to be put on the Putford Post website with a link to the DCC website.</p> <p>Road sign repair work. This had been looked at before the pandemic by Councillors Smith and Mrs Williams. It was noted that DCC mentioned funding about road signs to be repaired, but in the 18 months since the survey was done, many have deteriorated. It was pointed out that the damage is created by hedgetrimmers and rather than just replacing the signs, only to get damaged again, there was a need to consider the placement of the signs.</p> <p>Councillor Wooldridge informed that he had requested Milton Damerl Parish Council to arrange for some signs to be repaired, who reported it to Highways, and this was done.</p> <p>Councillor Carter will identify one signpost requiring repair and approach DCC for funding.</p> <p>38.2 Land at West Putford for benefit of Parish. Councillor Carter refreshed Councillors' memory of the historic details previously given. There was no further information to give and efforts were being made to obtain the contact details of the insurers.</p> <p>38.3 Maintenance of hedges and trees in the Parish. Councillor Cornish confirmed he had spoken to the landowner who had been surprised at the amount of growth, which is to be attended to.</p> <p>38.4 Parish Website. Councillor Smith has now been passed the log on details and was considering a re-design / simplification of the website content. Councillor Thomas had suggested Fasthosts as a hosting provider and had advised there are other ways of presenting the website on Fasthosts that the Council may want to explore. Proposed by Councillor Mrs Williams, seconded by Councillor Moulder and unanimously agreed.</p> <p>38.5 Devon Air Ambulance Night Landing Site. Councillor Heddon / Clerk. The Locality Grant application had been submitted to County Councillor Morrish. There had been a delay due to miscommunication between Councillor Heddon and the Clerk, who had been waiting for the invoice, while Councillor Heddon had been waiting for confirmation that the funding had been received.</p> <p>38.6 The Queen's Green Canopy marking the Platinum Jubilee. Councillor Thomas had contacted Natural England about planting a tree on Common Moor who were supportive of the idea. Further enquiries of other colleagues had to be made and a reply is expected when the officer returns from leave</p>	<p>Clerk to check if NM is still interested d SC</p> <p>DS</p> <p>SC</p> <p>Nov Agenda</p> <p>DS</p> <p>DS to investigate</p>
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<p>39.</p>	<p>Planning and Planning Correspondence.</p> <p>39.1 The following Planning Applications were received between meetings and a response was agreed under the Scheme of Delegation as follows, and submitted to TDC by the Clerk:</p> <ul style="list-style-type: none"> • 1/0925/2021/FUL – Conversion of existing store to form residential unit for holiday letting purposes (Variation of condition 2 of application 1443.2004/COU (Holiday Occupation)), East Sessacott Farm, Putford The Parish Council’s response of ‘no objections’ has been submitted to TDC. • 1/0862/2021/FUL – Demolition of existing garage premises, erection of one dwelling with garage, access and drainage arrangements – Powlers Piece Garage, Putford The Parish Council’s response was as follows: <p>Whilst West & East Putford Parish Council are largely supportive of this Application, the following comments have been raised:</p> <ol style="list-style-type: none"> 1. The possibility of previous contamination of the site should be checked and rectified before any building works commence. 2. Devon County Council Highways department should be asked to comment on the access/egress to the site. 3. There is concern as to where the mains water will be sourced. <p>The following Planning Application had been received on the day of the meeting:</p>	<p>Cllrs / Clerk</p>
<p>40.</p>	<p>Finance.</p> <p>40.1 Balances. £17,936.30 as at 16/8/21.</p> <p>Budgetary figures to the end of July (not August as per the Agenda as the latest Bank Statement had not been received) had been forwarded to Councillors.</p> <p>40.2 The following payments were approved and authorised: Proposed by Councillor Mrs Drake, seconded by Councillor Wooldridge and unanimously agreed.</p> <p>Mrs S Squire Redacted under the Data Protection Act. Councillors will be shown the details</p> <p>HMRC PAYE £45.20</p> <p>Bradworthy Parish Hall, hire of hall for meeting on 21/7/21 £24.00</p> <p>40.3 Contract Renewal for internal auditor. Mrs Snooks had advised that the Parish was on her minimum charge of £50 which does not cover her time and she was considering a minor increase for 2022. She confirmed that she was not prepared to offer a discount for a 3 year contract and believed that the knowledge and experience she offers is invaluable, and would understand if the Parish decided to find another internal auditor. Councillors did not wish to pursue a contract renewal.</p> <p>40.5 Bank Account. The Clerk advised that internet banking can be set up and while she is doing this, it will be necessary to telephone the nominated Councillors</p>	<p>Clerk</p> <p>Ch.No.423</p> <p>Ch.No.424</p> <p>Ch.No.425</p> <p>Clerk to advise</p> <p>Clerk</p> <p>Clerk</p>

<p>41.</p>	<p>Correspondence. 41.1 Atlantic Academy Governors. Email from the Chair of Governors dated 21/8/21 refers. The Academy is looking for some Community Governors to sit on the Board. There was no interest. 41.2 TDC. Consultation running until 8/10/21 in respect of TDC's Taxi and Private</p>	<p>Clerk</p>
<p>42.</p>	<p>Compliance and Policies. 42.1 Disciplinary Policy. The Parish Clerk had identified a Policy and circulated it to Councillor Smith who considered it was suitable. To be circulated to all Councillors with a view to adopting at the next meeting. 42.2 Data Privacy Policy. Councillor Thomas had not been able to access any relevant information. The Clerk to send the DALC comments to Councillor Smith with a copy of the existing Data Privacy Policy.</p>	<p>Clerk Clerk</p>
<p>43.</p>	<p>Items to note: 43.1 Clerk's Leave: 25 September to 3 October inclusive.</p>	
<p>44.</p>	<p>Date of next Meeting: Wednesday, 17 November 2021 at 7.30pm in Bradworthy Memorial Hall subject to Covid-19 infection rates being below the national average. This will be the budget setting meeting. The meeting ended at 8.50pm.</p>	
<p>Summary of Decisions: > Minutes of the Parish Council Meeting held on 21 July 2021 > Payments</p>		
<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>	