

## **Minutes of the Finance meeting of Morteohoe Parish Council held online via Zoom on Monday April 20<sup>th</sup> 2020 at 7.00 p.m.**

**Present:**

**Members:** D Duffield, (Chairman) , S Woodman, D Barron, K Cook , J Dicker  
O Bell, M Wilkinson and R Ley

**Clerks:** Mrs S. Hocking and Mrs Keiff.

**Also Present:** Councillor Davis (D.C.C.) and 2 members of the public

**57//2020 Apologies for Absence: Councillors Richards**

**58/2020** *It was RESOLVED* to approve as a correct record, and sign the minutes of the Parish Council Finance Meeting held on Monday 18<sup>th</sup> November 2019 at 6.30 p.m. (*It was pointed out that the Minutes had already been approved at the December meeting 2019*)

**59/2020 To Consider the Receipts and Payments Accounts for the last financial year from 1.4.2019 to 31.3.2020**

After due consideration, it was *Proposed and seconded* that the accounts be accepted.  
*Unanimous decision.*

**60/2020 Allocation of the Balance of Funds**

After due consideration, it was *Proposed and seconded* that the proposed allocation of the balance of funds be accepted. *Decision Unanimous.*

**61/2020 To consider the estimated accounts for 2020/2021**

Owing to the ongoing uncertainty with the Corona Virus, the R.F.O. presented members with a budget forecast for 12 months assuming that the car park did not reopen this year. It was agreed to reconvene the finance meeting when the car park is operation to ascertain the possible shortfall. After due consideration, it was *Proposed and seconded Decision Unanimous.*

*Members thanked Mrs Keiff for her work over the year.*

*The meeting ended at 7.10 p.m.*

## Minutes of the meeting of Mortehoe Parish Council held online via Zoom on Monday 20<sup>th</sup> April 2020 at 7.00 p.m.

**Present: Members; (Chairman) D Duffield, O Bell, R Ley, J Dicker, M Wilkinson, K Cook, S Woodman and D Barron.**

**Clerks: S Hocking and J Keiff**

**Also Present: 2 members of the public present**

**62/2020 Apologies for Absence: Councillors: J. Richards and Councillor Davis**

**63/2020 Public Speaking – there were no representations to speak .**

**64/2020 Police Report - Reported Crimes for Woolacombe, Bittadon, West Down and Mullacott : Violence without Injury 5 Criminal Damage 2 Public Order Offences 1 Total 8**

Members pointed out that the figures were of limited use as it was unknown where the events took place. It was agreed to provide more precise figures for the next meeting.

**65/2020 Declaration of Interests - None**

**66/2020 Minutes:**

*It was Proposed to approve as a correct record and sign the minutes of the Parish Council Finance Meeting held on November 18<sup>th</sup> 2020 at 6.30 p.m. in the Council Chamber. Proposed. Seconded APPROVED UNANIMOUSLY*

*It was Proposed to approve as a correct record and sign the minutes of the Parish Council Meeting held on March 16<sup>th</sup> 2020 at 7 p.m. in the Council Chamber. .Proposed. Seconded. PASSED UNANIMOUSLY.*

**67/2020 County Council Report**

**Coronavirus advice in Devon - <https://www.devon.gov.uk/coronavirus-advice-in-devon/>**

**Latest - Helpline for people who have received an NHS Extremely Vulnerable letter**

If you have received an NHS extremely vulnerable letter, registered for support on the government website but you have not received a food delivery, or you need other help because you are isolated please call: Devon Coronavirus Emergency Helpline [0345 155 1011](tel:03451551011).

- Stay at home [Full guidance from the government on staying at home and away from others](#).
- Campaign launching to recruit Healthcare Assistants across Devon. [Visit Proud to Care for details](#).
- [Find out how to volunteer and how to do so safely](#)
- Find information for [children, education and families including schools](#)
- All DCC sites are now closed to the public except for necessary pre-arranged visits but you can still [contact us](#) if you need to

[Sign up for Devon County Council updates on coronavirus](#) [View Devon County Council's most recent updates](#)

We understand that our residents and visitors may have concerns about coronavirus. In these unprecedented times, Devon County Council is working with district and city councils, partners and community groups to ensure people are kept safe.

**New transport scheme for key workers** - A new on-demand subsidised taxi service is being trialled by Devon County Council to help key workers travel to and from work. The impact of the coronavirus has seen bus companies report up to a 90% reduction in passenger numbers, leading to a drastic reduction in services and many companies only maintaining critical routes. In order to replace those journeys previously made by bus, the County Council is introducing the “Key Cars” initiative which provides key workers with lifts to work for a subsidised flat fare.

We don't have enough information to know the make-up of the remaining 10% of passengers still using local bus services, but some will be key workers needing to travel. Other key workers may well be facing difficulty getting to and from work because of reductions in public transport.

This pilot taxi service is intended to replace journeys that were being made by bus services which have been put on hold during the current pandemic. Key workers that rely on public transport still need to get to work, and we have stepped in by subsidising this scheme to support them and make it as easy as possible for them to continue with their vital roles at this time. This scheme is only for key workers – we're asking them to email us and we will try as quickly as possible to make regular arrangements with any available taxi company. Cars have to be booked 48 hours in advance, but if regular travel is needed, the individual will only need to contact us once. Requests can only be made by email and should be sent to [devonbus@devon.gov.uk](mailto:devonbus@devon.gov.uk) The key car service is intended to complement existing bus services which are still running. If there is still a bus operating on your route to work you should continue to use this, and our officers will check this before taking your booking.

Key workers making a booking are asked to include the following information in their email: Name, Address, Key worker status, Employer / Payroll ref, Journey requirements (pick up/drop off). Every effort will be made to respond to all requests as soon as possible during normal office hours.

**Lynton Cross/A3123** - The £2.2 million road safety scheme on the A3123 in North Devon has been approved by the County Council cabinet. Support for improvements between Mullacott Roundabout and Easter Close Cross, as part of the Department for Transport's (DfT) “Safer Roads Fund” project.

The approval paves the way for detailed design to be completed and for any necessary land to be purchased for the scheme.

The improvements proposed in the scheme include:

- An unlit four arm rural roundabout at Lynton Cross, which minimises the ecological impact on the adjacent meadow, and ensures no light pollution in the rural area;
- The alignment of the junction at Hore Down Gate will be amended;
- A future consultation will be held on plans to close Oxenpark Lane, up to its connection with the B3230 to overcome safety concerns.

A series of safety measures have already been completed at Berry Down Cross in the last month. This includes the introduction of a 40mph speed limit and signs, solar-powered road studs, which illuminate constantly throughout the hours of darkness, and high friction surfacing. There are also new signs, which are activated by vehicles approaching at excessive speed, also warn drivers of the upcoming bend and the advisable maximum speed of 20mph.

Between 2012 and 2016, there were 27 collisions on the route (including Mullacott Cross roundabout), of which three were fatal or serious injuries. Devon County Council made a successful bid for Department for Transport funding in order to deliver safety improvements on the A3123 in North Devon and A3121 in South Devon. Work on the A3123 scheme is due to start later this year.

**Finally, please contact me if any organisation wants help regarding accessing the grants available from Devon County Council for community Covid-19 activity.**

## **68/2020 Planning**

**71277 Variation of condition 2 (approved plans) attached to planning permission 62506 (erection of two units of holiday accommodation) to allow amended design at Crowness Cottage Lee Ilfracombe.**

Members had no objections to this application. *Proposed APPROVAL. Passed UNANIMOUSLY.*

**71346 Erection of one welcome and orientation panel at Land at OS 246467,142535 Woolacombe Down Challacombe Hill Woolacombe.**

**71345 Creation of car park together with erection of one pay and display machine and erection of one welcome and orientation panel at Land at OS 246467,142535 Woolacombe Down Challacombe Hill Woolacombe.**

### **Members combined both applications in their comments**

Members noted the comments made by the North Devon A.O.N.B. on this application and the concerns raised regarding the adverse possible impact on the A.O.N.B. of this development. Whilst members commended the aims of the opening up the countryside for wider access but felt that there was adequate access already provided from Marine Drive.

*Proposed REFUSAL. Seconded. UNANIMOUS*

**70987 Extension, alterations and subdivision of one dwelling to form three holiday flats with associated parking (amended plans) at Gordon Lodge Mortehoe Woolacombe Devon EX34 7DZ**

Whilst members noted the changes made to the application, they remained concerned at the sheer bulk of the design and concluded that it was an over development of the site. Members felt that a proposal of this size should include one residential unit rather than all holiday flats. They repeated their earlier concerns regarding this proposal supporting the views expressed by the Heritage Officer regarding the proposed size of the extension in relation to the existing property and the impact on the Conservation area. They also felt that the parking provision was inadequate for the increased size of the property and additional visitors expected.

**Proposed REFUSAL. Seconded PASSED UNANIMOUSLY.**

**71363 Demolition of building and erection of five flats together with alterations to vehicular access and creation of ten parking spaces at Gonville House Hotel The Esplanade Woolacombe Devon EX34 7DJ**

Members were complementary of the design of this application and felt that the proposed building fitted in well within the criteria of the Conservation Area. Members felt that the 106 funding raised by this development should be designated for the provision of a skateboard facility in Woolacombe . *Proposed APPROVAL. Seconded. PASSED UNANIMOUSLY.*

**Planning Permission Received:**

**70823 Extension & alterations to dwelling at 19A Chichester Park Woolacombe Devon EX34 7BZ**

**Planning Refusal Received: None**

**69/2020 District Council Report -**

**Waste and Recycling Services** - the clerk was asked to pass on the thanks of the council for the teams of workers currently providing the waste and recycling services which have seen an increase in the volume of rubbish collected rising from 110 tonnes to 160 tonnes per week.

**Business Grants** - 1,500 grants totalling £1.7 million has been administered since the start of the Corona Virus.

**Homeless** - 36 people have been moved into temporary accommodation whilst 11 people choose to remain out on the streets.

**Infringements of the Lock Down** - the District Council had been investigating reports of the occupation of 2<sup>nd</sup> homes within the area.

**Hate Culture** - concerns had been raised regarding the rise in accusations of vigilante culture .

**Strategy and Resources** - the request for residents to separate glass in their recycling boxes had proved highly successful and will be rolled out as standard practice in the future.

**Effect on Resources** - it has been estimated that there will be £1.5 in lost revenue although recent government help had been promised.

**Coastal Issues Group** - will be meeting via Zoom this week and Councillor Wilkinson will be raising the water quality issues at Combe Martin.

**70/2020 Questions for the National Trust**

**Emergency Provision** - the clerk informed members that one member of staff remained at present to deal with emergencies in the area and the provision of essential services.

**Livestock** – An emergency list of farmers and details of livestock grazing areas in the Parish has been passed on to the clerk.

**71/2020 Correspondence: i) Consultation on Public Spaces Protection Order**

**(N.D.C.)** - Members fully supported the proposed introduction of the Order and looked forward to the further introduction of an order to include measures to reduce street trading.

*Proposed. APPROVAL. Seconded. PASSED UNANIMOUSLY*

**ii) Consultation on consultation for the Draft North Devon Marine Natural Capital Plan**

**(N.D.C.)** - Members were in favour of the general aims of the plan and hoped that full consultation would take place with all seven coastal communities within the area to ensure

that all proposals and plans should dovetail together. *Proposed. APPROVAL. Seconded. PASSED UNANIMOUSLY*

#### **72/2020 Register of Outstanding Matters**

**Water Fountain** - the recent grant application for funding for the public fountain was unsuccessful. A new funding round will be open in 2021. The probable reason for the failure was the very quick turn round in the application (only a few days) meant that it was not possible to provide the detailed budgets and identification of all possible costs required for submission.

**Annual Parish Meeting – has been postponed.**

**Annual Audit has been postponed** - the publication date for final, audited, accounts for local councils will move from 30 September to 30 November 2020. To give local councils more flexibility, the requirement for the public inspection period to include the first 10 working days of July has been removed. Instead, local councils must commence the public inspection period on or before the first working day of September 2020. This means that draft accounts must be approved by 31 August 2020 at the latest or may be approved earlier where possible.

#### **73/2020 Coronavirus Update**

**Volunteer Support Group** - the clerk reported that the system appears to be working well with the numbers of calls for assistance being received going down in the last week. 26 requests for assistance mostly relating to food or prescription delivery had been received. Calls in the last few days have tended to be more specific in nature. It has been possible to help provide solutions on all occasions.

**Lock Down in the Parish** The Police have been monitoring the situation and have kept the council informed of their activities or asked for help with specific information.

**Combined Church/Community Fund** – The Rev Kingsmith has been in touch to seek member's opinion on the setting up of a joint Church/Parish Council fund for those experiencing significant hardship through the present emergency and how this may be administered. The church are willing to set up a separate fund under their account. The Rev. Kingsmith has proposed that the fund be administered jointly by the church and representatives from the Parish Council.

*Members agreed to the setting up of the joint fund. Proposed APPROVAL. Seconded PASSED UNANIMOUSLY*

#### **74/2020 Affordable Housing Update**

**Meeting 2<sup>nd</sup> April** - meetings and discussions have been continuing over recent months and the first stage of the formal process in setting up a Community Land Trust has now taken place. Morteheo and Woolacombe Community Land Trust Ltd has been registered and has had its first formal meeting as a board. The Chairman is Mr S Woodman, Secretary: S Waters and Treasurer: O Bell. Background work will be continuing but the next required step of a public meeting will be put on hold until arrangements are possible. Details will be sent to all those who came forward at the public meeting in October.

#### **75/2020 Matters Brought Forward with the Consent of the Chairman**

**Shirley's Newsagents** – a fund has been set up in recognition of the help and service given by Mrs Bowden to assist customers and older members of the community.

**Business Rate Relief** – members observed that it was possible for owners of 2<sup>nd</sup> homes to apply for £10,000 small business rate relief.

**Western Rise** - an offer has been received to help tend the garden at the entrance to Western Rise.

**76/2020 Cheques and payments for approval and Signature.**

**The following payments were approved and signed at the meeting. The R.F.O. provided a list of payments in conjunction with bank statements which were also checked and approved prior to the meeting:**

Bloom Brothers	31/03/2020	597	Hedge Cutting	60.00
Devon Ass of Local Councils	02/04/2020	2110	NALC affiliation fee	387.77
Broxap Ltd	02/04/2020	262036	Pair of football goalposts & fittings	1171.20
Jewson Ltd	03/03/2020	161737	masonry roller kit	14.12
Jewson Ltd	04/03/2020	161829	play area- wd40 etc	11.76
Ricoh UK	10/03/2020	1564609	copier usage/ rent	125.43
Golden Coast Service Station	31/03/2020	24	oil re month	71.62
PHS Group	01/04/2020	67373693	hand dryer rental	413.42
Jewson Ltd	10/03/2020	162195	paint for posts	75.98
Occasional Suppliers	24/03/2020	60888	Majestic Crystal/ retirement present Kevin Ash	99.72
Parkin Estates Ltd	31/03/2020	375	Greensward rent 2019	10.00
Parkin Estates Ltd	04/04/2020	376	Greensward rent 2020	10.00
Gliddon & Squire	14/03/2020	2478	HP super oil	88.53
PLandscape	31/03/2020	3480	monthly cut	301.21
Nicholsons SW	11/03/2020	389935	cleaning supplies	161.75
Occasional Suppliers	31/03/2020		h J Badcock/ Corona Virus brochure printing	156.00
Occasional Suppliers	01/04/2020		Phone top up Kevin	10.00
S Hocking	20/04/2020		Salary	1272.92
J Keiff	20/04/2020		Salary	244.29
K Ash	20/04/2020		Salary	198.87
D Hodges	20/04/2020		Salary (furlough claim submitted)	648.00
R Walker	20/04/2020		Salary (furlough claim submitted)	685.40
HMRC	20/04/2020		Paye Month 1	643.22
<b>Grand Totals:</b>				6861.21

**Part 2**

**Correspondence not requiring discussion is available in the Council Chamber**

**Part 3**

**Confidential Matters**

**Correspondence to Note:**

- 1. 'Everyone's Tomorrow' – Newsletter from Senior Council Of Devon**
- 2. Devon Senior Voice - Newsletter.**
- 3. Health Watch Voices**

**Yours faithfully**

***Sally Hocking***

***The minutes of previous meetings are available from the Parish Clerk***

***The order of the agenda items may be altered with the consent of the chairman***

**Date of the next meeting: May 18<sup>th</sup> 2020 Parish Council Meeting 7.00 p.m.**

**The meeting ended at 8.55 p.m.**