**YARCOMBE PARISH COUNCIL MINUTES**

**Remote Meeting held via Zoom, Monday 22nd June 2020 at 8.00 pm**

In Attendance:

Cllrs C Stone (Chair), T Long, L Pidgeon, S Vining, C Ford, S Horner, C Vining, D Barnes, D Little, S-J Martin (Clerk & RFO)

Members of the Public present – 0

Cllr Stone welcomed everyone to the meeting.

**1. Apologies for Absence**:

**2. Declarations of Interest**

Cllr Stone declared 1 Declaration of Interest within the planning applications.

**3. Minutes.**

The Councillors were asked if they were happy that the Minutes of the Parish Council Meeting held on Monday 2nd March, received by email were correct and able to be signed off. No comments were raised, and it was agreed the Minutes would be signed outside of the meeting. There was also a set of Minutes from our trial Zoom meeting in June and these were also agreed to be signed off outside the meeting.

**4. Reports**

**To receive the following Reports**

1. **County Councillor – Cllr Iain Chubb**

The following email received from Cllr Chubb as follows “I have taken the decision to not attend any meetings until this virus has ended, to be cautious and not put at risk myself or constituents who I represent. I attach a DCC pdf about Corona virus and I would suggest keeping a close eye on the DCC website for updates and useful links.

<https://www.devon.gov.uk/document/coronavirus-advice-in-devon/> Also Public Health England is worth referring to for advice.  <https://www.gov.uk/government/organisations/public-health-england>

Please do contact me if you need advice but I will probably refer you to the above websites if it is regarding the Corona virus. Any other DCC issues please do contact me.

**b**. **District Councillors – Cllrs D Key and C Brown**

No reports received

**c. Police**

A Police report was received and is within the Agenda.

**d. Yarcombe Community Land Trust**

Cllr S Horner advised they are a bit bogged down at the moment but things are moving forward with planning.

**e. Reports from Individual Councillors**

All the Councillors were asked if they had anything to report, those that did were as follows:

**Cllr S Vining**

Some Notices concerning the footpaths had been handed in concerning some posts which had fallen down and need re-instating. It was agreed Phil Holness would be contacted and Cllr Stone asked is Shaun if he could contact him to arrange the repairs.

**Cllr D Little**

Cllr Stone asked Dave if the electric had been restored to the defibrillator. Cllr Little advised the electric is the Halls responsibility but there is now a clear label on the mains stating the defibrillator is not to be switched off.

**Cllr Stone**

Advised he had an interesting meeting with Highways concerning the Doing What Matters project, but they are struggling with budgets and there is a lot of competition from other areas requiring works to be done.

He emphasised the importance of the public reporting issues of safety matters, potholes – this is key as the more people that report the issues, the higher up the list of priorities they go.

Crawley bridge is being held up due to Coronavirus safety concerns for the workers.

Review of Standings Orders – these have been amended to take into account our remote meetings and will be circulated.

**5. Parish Council Priorities**

* **Village Facilities / Amenities**

Yarcombe Inn

We shall organise for the Asset of Community Value status to be renewed. Clerk has contacted EDDC Planning re arranging this and the person concerned is currently on holiday but will get in contact when they return.

Update on a Defibrillator in Marsh

We are to insure it as soon as it is installed. No update received.

Yarcombe Defibrillator

Cllr Little reported the electricity to the defibrillator has failed and he will contact Helen Parris.

Planters

Deferred until September

Update on Streetscene grass cutting

Cllr Stone is liaising

Landmark Trees

Cllr Stone had been to stake the tree and it is looking really healthy.

* **Highways**

Damaged fence due to accident

This is still delayed as it is not a safety defect. Highways are aware of it and shall repair it when resources allow.

* **Additional Items**

Review of Standing Orders

The Standing Orders have been reviewed and we have added in a paragraph concerning remote meetings due to Covid-19.

**6. Open Session for Public Participation**

No members of the Public were in attendance. Additionally, There were no e mails received from members of the public for review or a response from the meeting“.

**7. Finance**

* The Councillors received the Clerks report on the current Financial Position by email
* Payments within the Clerks Report schedule were agreed

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| --- | --- | --- | --- |
| Payment Date | Payee | Details of Payment | Amount |
| 06.07.20 | Sarah-Jane Martin | June Clerks Wages | 233.32 |
| 06.07.20 | HMRC | June PAYE | 58.40 |
| 06.07.20 | Anna Drew | Y Inn refund | 18.10 |
| 03.08.20 | Sarah-Jane Martin | July Clerks Wages | 233.52 |
| 03.08.20 | HMRC | July PAYE | 58.20 |
| 06.07.20 | Sandra Bristol | Internal Auditor | Up to £200.00 |

* The Accounting Statements were agreed in readiness for submission to the External Auditors. These will be signed outside of this meeting.

Certificate of Exemption agreed and to be signed outside the meeting – Minute ref YPC.22.06.20.003

Annual Governance Statement – confirm all boxes are ticked yes – Minute Ref YPC.22.06.20.001

Accounting Statements – The Internal Auditor has verified the accounts and confirmed the amounts – Minute Ref YPC.22.06.20.002

**8. Clerk and Correspondence - Discussion / Decisions and Actions required**

* Roger Parris has enquired about the possibility of a streetlight being placed near Brian Smiths house as it is exceptionally dark. A motion activated solar light was discussed
* We need to ensure we lock the Village Hall up after our meetings using the spare key which is hanging up next to the noticeboard on the right as we leave the entrance.
* Cllr Horner has proposed we initiate the creation of a brass plaque to commemorate the planting of the Landmark Tree and the start of our VE Day Commemorations. This was discussed although the siting of it not agreed.
* Email received from Cllr Barry Parsons at the digital communications team at East Devon concerning the requirement for Parish Councils to have a website with an accessibility statement which should include our plan and schedule for how we will make our site accessible. It was mentioned this could be deferred until more guidelines were introduced.

**9. Planning**

**To receive and endorse the Planning Decisions of the Council taken since last meeting under delegated authority.**

Some of the planning applications within the Agenda were outside Yarcombe’s planning authority although their postal addresses appear to be Yarcombe. Clerk to look at the search settings within the EDDC planning portal.

With no more comments or questions from the Councillors, Cllr Stone called the meeting to a close at 8.50pm.

**The date of the next meeting is Monday 7th September at 8pm. An update will be provided nearer the time whether this will be held in the Village Hall or a remote meeting via the Zoom platform.**