**MINUTES OF A MEETING OF CLYST ST GEORGE PARISH COUNCIL**

**held on 22nd April 2020 at 7.30pm by the Zoom Platform**

 **Present: Chairman & Host : Cllr J Manser**

 **Councillors : : P. Bragg, A. Marks, G. Bowen, A. Williamson & D. Hazell**

 **County Councillors : Cllr. R. Bloxham & Cllr Randall-Johnson**

 **Clerk : Mrs. Cathryn Newbery**

 **1 Member of Public**

1. **Apologies for Absence:** none

**2. Approval of Minutes** – Unanimous approval.

**3. Declaration of Interest –** none

**4 Open Forum – none**

**5. County Councillor’s Report**

 **Cllr Bloxham** had filed his report, which has been circulated. Cllr Manser thanked him for this. Cllr Bloxham added that the Royal Devon & Exeter Hospital has plenty of capacity at the present. He advised the Parish Council to email him if we had any requirements at all. Cllr Randall-Johnson reiterated Cllr Bloxham’s advices. She confirmed that the Royal Devon & Exeter Hospital were now undertaking some elective surgery. She reported that the Nightingale Hospital would be open in May. She indicated that the Nightingale Hospital did not indicate there were problems, and that it was intended to serve a wider area than Devon if necessary. She confirmed that the OnCall Fire Service was working well. She considered people were being extra careful – as many were working from home as possibly could. This was proving to be a very big cultural change. Cllr Williamson commented that it was good that the South West is well below other parts of the country. Cllr Randall-Johnson thinks this is because down here in the South West we drive our own cars and not use public transport, and also we are being very careful here.

 **District Councillor’s Report**

 **Cllr Howe** reported that they had now got all the contacts for medical and food help. Garden waste was proving to be the biggest problem, and they were working on that and hoping to bring the service back as soon as possible. Cllr Howe exphasised that he was happy to help anyone who needs any help. He said the County and East Devon were working closely together to do all that can be done in this unfortunate situation.

 **6. Correspondence**. Clerk to Report:

* Various updates on Corona Virus from Devon CC & EDDC – circulated
* Notice of temporary traffic restriction Old Rydon Lane/Sandypark Lodge 25 May – 20 June 2020
* Notice of temporary prohibition of through traffic and parking 11 May -15 May 2020
* Email to Clerk from PKF Littlejohn on belaying annual accounts reporting pending clarity over corona virus implications – update awaited
* Email with queries on Planning Application 19/2518/COU Village Hall – these queries have been settled and matter on Agenda Item No. 10

 **7. Finance** Clerk to Report:

The spreadsheet has been circulated containing all the up to date figures. The figures include a bank reconciliation as at the 31st March 2020, our year end, and then shows the bank figure following the receipt of the first Precept payment in the sum of £4567.50. The balance in our bank account is £5192.31. Normally, the annual accounts would be presented to the meeting but this formality cannot take place due to the virus. No annual forms have yet been received from PKF Littlejohn as mentioned in the correspondence report, but the year end figures have been reconciled in readiness. The forms will then be completed and duly authenticated in readiness for presentation at a Parish Council Meeting.

The following accounts are outstanding:

**Norris and Fisher – Insurance premium for ensuing year £458.68** (This quotation is subject to long term agreement expiring 2023, this enables a discounted quote)

**Thomas Westcott – Payroll Services Annual fee £170.40**

**DALC Membership Renewal 1/04/2020 – 31/03/2021 £186.36**

**Plus the Clerk’s Salary.**

**Vote on Accounts and payment of accounts – Unanimous acceptance of the accounts and payment of the accounts.**

 **8. Delegation of routine financial matters to the Clerk**

Cllr Manser recommended to the Council that because of the current situation he considered it prudent to delegate the responsibility of paying routine accounts to the Clerk until normal monthly meetings were in place. He advised that this would be accounts such as the grass cutting and regular accounts. He confirmed he would be authorising the bank payments in the normal manner.

**Vote on delegation of routine financial matters to the Clerk - Unanimous**

 **9. Update on Co-option of a Parish Councillor:**

 Cllr Manser advised that in the current situation with the virus, advices were being taken on the co-option of a Parish Councillor. Cllr Howe advised that we contact the Election Officer, Jill Humphries at East Devon District Council. The Clerk confirmed she would do this.

 **9.** **Report by Cllr Manser on Tree Planting**

Cllr Manser confirmed that it was now too late to plant the trees and the matter would be postponed until the Autumn.

 **10. Update on the Transfer of Land**

## Cllr Manser reported that we now had planning permission for the change of usage of the land. He confirmed that there had been two people whose houses back onto the piece of land had concerns, one in Model Cottages and one in Sewards Park. He confirmed that he was considering publishing our intentions when they were finalised. He had been requested by the Section 106 Team at East Devon District Council for more information and this had been provided. A discussion ensued on whether the area would be locked at night, and it was confirmed that it would not be. The matter of the age group the space was to be aimed at and concerns that anti social behaviour may occur; concerns about dog walking in the area where children would be playing were all mentioned. Cllr Manser confirmed that all these concerns would be discussed at a future date as we had to ensure there were rules and signage in place for these rules. Cllr Bloxham advised that there was a team at East Devon District Council who could assist the Parish Council with possibly a Public Open Space Protection Order. Cllr Manser confirmed this matter would be a further Agenda item in due course. Cllr Manser requested the Clerk instruct Cartridges Law to commence the legal transfer of the land.

 **11. PLANNING**

 **20/0708/FUL Lower Ebford Barton, Ebford, EX3 0RA**

Cllr Manser reported that this application was for a small galley kitchen being removed and replaced by a modern steel and glass extension. It was a Grade 2 Listed Building. After discussion, Cllr Bragg confirmed he could see no objection to this, it was a flat roof extension. Cllr Bowen confirmed there were no problems with overlooking.

**Unanimous Vote to confirm no objection subject to Conservation Officer Report.**

 **14. Councillors’ Reports**

 **Cllr Marks** confirmed he had had discussions regarding the proposed play space with residents. He confirmed he was down for assistance with the Corona Virus but as yet had had no requests.

 **Cllr Williamson** confirmed he was ensuring everyone in need got the assistance they required, and he was available if anyone requires help. He confirmed he chaired Estuary League of Friends who were making all efforts to provide help wherever required.

 **Cllr Bowen** confirmed he had nothing to report, he was on lockdown and no problems.

 **Cllr Hazell** reported that he had arranged, with the funding assistance of Cllrs Bloxham and Randall-Johnson, for a defibrillator to be provided and fitted at the bottom of Ebford Lane. Cllr Manser offered assistance with a Parish Council Grant but Cllr Hazell considered all was in order. The defibrillator would be in place shortly.

 **Cllr Bragg** had nothing to report, but he mentioned the traffic had subsided greatly due to restrictions in place.

 **Cllr Manser** reported that he has been very impressed with local suppliers who were giving very good service during the present difficult times. He also confirmed that he had received an email from Exe Estuary who required him to sign the Partnership Form. He enquired whether all were happy for him to sign this form. It was confirmed that he should sign the form.

  **Comments** – Member of the public enquired whether the Tree Planting could be an Agenda item for the September 2020 Meeting in order that the trees can be obtained and planted at the specified time. Cllr Manser confirmed that this would be done.

**Signed………………………………………………………………Dated……………………………**

**The Meeting closed at 8.30 pm**

**Date of Next Meeting: Wednesday 13 May 2020 at 7.30pm (by Zoom if necessary)**