

WINKLEIGH PARISH COUNCIL MEETING

Wednesday 22nd September 2021 at 7.30pm

To be held at Winkleigh Community Centre

AGENDA

84.21 ELECTION OF CHAIRPERSON

Following the resignation of Cllr Findlay, members to elect a new chairperson

85.21 ELECTION OF VICE-CHAIRPERSON

Following the resignation of Cllr Radcliffe, members to elect a new vice-chairperson

86.21 CEMETERY INSPECTION

To receive a verbal apology from the Clerk for the immense distress and outrage caused to parishioners of the parish and an explanation of why this inspection was carried out and action taken to lay headstones flat.

The Council will discuss the handling of the cemetery inspection and make recommendations to reinstate the Cemetery

The Council will implement a new procedure on how headstone inspections will be carried out prior to next years inspection

Please refer to the agenda documents for further information

Council information (Doc 052/21)

from the HSE (Page 42) (Doc 052/21)

ICCM response to the Ombudsman special report on Memorial safety (Doc 053/21)

PUBLIC SESSION

In accordance with Standing Orders

- Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda, either during the public period or with the Chair's consent.
- The period of time designated for public participation at a meeting in accordance with Standing Orders shall not exceed 20 minutes unless directed by the Chair of the meeting
- Subject to Standing Orders, a member of the public shall not speak for more than 3 minutes
- a question shall not require a response at the meeting nor start a debate on the question. The Chairperson of the meeting may direct that a written or oral response be given, or the matter placed on the agenda for the next parish council meeting. Only matters raised during public participation that require an answer from the Parish Council will be minuted

DISORDERLY CONDUCT AT MEETINGS

- *No person shall obstruct the transaction of business at a meeting or behave offensively or improperly. If this standing order is ignored, the Chair of the meeting shall request such person(s) to moderate or improve their conduct.*
- *If person(s) disregards the request of the Chair of the meeting to moderate or improve their conduct, any councillor or the Chair of the meeting may move that the person be no longer heard or be excluded from the meeting. The motion, if seconded, shall be put to the vote without discussion.*
- *If such a resolution made under standing orders is ignored, the Chair of the meeting may take further reasonable steps to restore order or to progress the meeting. This may include temporarily suspending or closing the meeting at the Discretion of the Chair.*
- *No member shall at a meeting persistently disregard the ruling of the Chair, wilfully obstruct business, or behave irregularly, offensively, improperly or in such a manner as to scandalise the Council or bring it into contempt or ridicule.*

A. Report From Devon County Council – Cllr Saywell

B. Report From Torridge District Council – Cllr Newton

C. Members of the Public

87.21 APOLOGIES FOR ABSENCE to be received and considered for approval

88.21 DECLARATIONS OF INTEREST FROM MEMBERS to be received

89.21 MINUTES TO BE APPROVED

Motion to approve the minutes of the Parish Council Meeting held on 28th July 2021 as a true and accurate record

90.21 COUNCIL VACANCIES

Following the resignation of Cllr Radcliffe, one vacancy has been advertised for election. The vacancy as a result of Cllr Jacobs resignation is now eligible for co-option and notice has been published

[Members to consider co-option applications received for the vacancy arising from the resignation of Cllr Jacobs](#)

The vacancies arising from the resignations of Cllrs Appleby, Findlay, Mercer, Naylor and Brown are awaiting instruction from TDC

91.21 PLANNING MATTERS

91.1. Winkleigh Parish Neighbourhood Plan

The Winkleigh Neighbourhood Plan was “made” (adopted) at a Full Council meeting of Torridge District Council 2nd August 2021. TDC will now be undertaking the requirements associated with this final stage, which will include updating their website to reflect the new status, that will include the publication of a Decision Statement and contacting respondents to the last round of consultation to inform them of the decision of Council, where they have asked to receive notification of the Neighbourhood Plan being “made” and will put together some publicity for this positive event.

91.2. SN2 Application for New Postal Address for x55 Props. Land to the West of Townsend Road, Winkleigh EX19 8JQ - 1/0299/2021/REMM (Doc 049/049a/21)

TDC have received an application for street naming and numbering for the above new development as per the attached developer's plan.

The applicant is happy for the Winkleigh Parish Council to select the preferred street names for the above development in accordance with TDC SN&N Policy also attached.

[Members to agree on six street names of their choice.](#)

The Clerk posted notice on Face book and ‘email me’ group requesting suggestions from parishioners to be emailed to the Council. The council has received emails with the following suggestions

- *I would like to suggest BOWERS AVENUE in recognition of Margorie who spent years on the Parish Council and in memory of John who spent many years as head of our Neighbourhood Watch trying to keep the village safe.*
- *How about a nod to the history and heritage of cider that has been made in Winkleigh for over 100 years? Could be Scrumpy Drive or Apple Way?*

91.3. PLANNING APPLICATIONS For Council Resolution

None

92.21 FINANCE MATTERS

92.1. Short Notice Finance inspection (Cllr Turner)

Cllr Turner to provide a verbal report on a short notice finance inspection of the council's accounts that she carried out in July 2021

92.2. Financial Statements (RFO) (Doc 050/21)

The RFO will present the financial statement. The Statement incorporates all payments that have already been made under the approved regular payment mandate and clerks delegated authority, and any payments requiring approval, plus all receipts, transfers between the Councils accounts, in accordance with the Clerks delegated authority and s.137 payments since the last pcm. The statement also includes the bank reconciliation for July and August 2021

[Members to discuss and consider approving the financial statement Incorporating bank reconciliation as presented in the financial statement](#)

93.21 REPORTS

93.1. CLERK

Additional funding for Parish and Town Councils – DCC Highways

WPC made applications for gateway signage, Mobile vehicle speed activation sign and new benches. All applications were rejected as follows

I have been to the board regarding the recent rejections of your 3 HMCEF bids and they have informed that this is because funding under the public realm is for repair or refurbishment of street furniture and equipment not the purchase of new. As you have requested to replace with new the board have been unable to approve these requests.

93.2. WINKLEIGH CLIMATE EMERGENCY DECLARATION (Doc 054/21)

Clerk/RFO to Council: Melanie Bickell, Lower Itton, Spreyton EX17 5BB

Winkleighpc1@btconnect.com

01837 89095

Carried from Public Session 28th July 2021 for Members to reply.

In December 2009 the Winkleigh Carbon Reduction Report was issued by the University of East Anglia. Was this acted upon? What happened?

93.3. TRAFFIC CALMING MEASURES FOR THE PARISH

Carried from Public Session 28th July 2021 for Members to reply

August 2020 members of council had formed a traffic response team to look at traffic calming and speed reduction in the parish –WPC to indicate to residents what specific options have been put forward, what is response, and when will they make a material impact on the current situation

The Council have applied for funding from DCC Highways to purchase a Mobile Vehicle Activation Sign to be used throughout the parish 30mph limits – this has been rejected.

Traffic calming for Townsend Hill is incorporated into outline permission for developments already approved, therefore, installation of traffic calming is dependent upon development being completed.

93.4. GRASS CUTTING CONTRACT

Following the notice given by the current grass contractor, WPC have received proof of public liability insurance and agreement by Roger Hill and Alan Jacobs to take over the existing contract at the same rate of payment until April 2022. Members to consider acceptance of this offer

93.5. CLLR VERBAL REPORTS NOT REQUIRING A DISCUSSION

94.21 Date of Next Meeting

Wednesday 27th October 2021 7.30pm – Winkleigh Community Centre