



Ottery St Mary Town Council

Minutes of the **ORDINARY MEETING OF OTTERY ST MARY TOWN COUNCIL** held on **MONDAY, 7TH SEPTEMBER 2020** at **7.00pm**. The meeting was conducted virtually in accordance with Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020

PRESENT:-Cllr Johns (**Mayor**), Cllr Lucas (**Deputy Mayor**), Cllrs Faithfull, Green, Copus* Stewart, Grainger**, and Pang, , three members of the public (Lyn Shaw, Ian Holmes and `Paul`) and Christine McIntyre CEO

*Cllr Copus arrived later in the meeting

**Cllr Grainger`s internet connection failed and he was not present for part of the meeting

20/09/07

TO RECEIVE APOLOGIES FOR ABSENCE

Cllr Giles

20/09/08

TO RECEIVE DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA AND RECEIPT OF REQUESTS FOR NEW DISCLOSABLE PECUNIARY INTERESTS (DPIS) DISPENSATIONS FOR ITEMS ON THE AGENDA

There were none

20/09/09

IN CONSIDERATION OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 (PUBLICITY WOULD BE PREJUDICIAL TO THE PUBLIC INTEREST BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED): TO AGREE ANY ITEMS TO BE DEALT WITH AFTER THE PUBLIC AND PRESS HAVE BEEN EXCLUDED

It was agreed to exclude Item 26 Property Matters (a) (b) and (d) due to their commercial sensitivity

20/09/10

TO ALLOW MEMBERS OF THE PUBLIC PRESENT TO SUBMIT QUESTIONS/COMMENTS FOR CONSIDERATION INDIVIDUAL CONTRIBUTIONS WILL BE LIMITED TO 3 MINUTES

No questions were raised

20/09/11

APPLICANT TO BE CONSIDERED FOR CO-OPTION

One application had been received from Lyn Shaw, details of which had been e-mailed to councillors separately. Lyn was present at the meeting and provided a summary of what her contribution would be to the Council and to the Community. A vote was taken and Lyn received a majority vote. She was duly co-opted onto the Council and welcomed aboard. The CEO would send her a Welcome Pack.

Mayor`s Initials.....

20/09/12

TO RECEIVE THE MINUTES OF THE ORDINARY TOWN COUNCIL MEETING OF 3RD AUGUST 2020 (MINUTE REFS 20/08/01 – 20/08/32), AND TO APPROVE THE SIGNING OF THE MINUTES BY THE MAYOR AS A CORRECT RECORD CEMETERY ISSUE

The Minutes of the FULL COUNCIL MEETING of 3rd August 2020 (minute refs 20/08/01 – 20/08/39) were presented, approved and confirmed as a correct record. They would be signed by the Mayor shortly.

Note:-The CEO advised that an Abbott Close resident had requested an amendment to the Minutes (20/8/31) which would disclose property numbers and potentially identify the owners of the properties with regard to the illegal removal of the trees and the re-siting of the fence on the cemetery boundary . The Minutes as they were drafted did not identify the property numbers or property owners. The CEO did not consider it would be sensible to amend the minutes to disclose this information, particularly as one property owner was denying all liability for the removal of the trees. The Council agreed that the Minutes should remain un-amended.

20/09/13

TO RECEIVE THE MINUTES OF THE EXTRA ORDINARY TOWN COUNCIL MEETING OF 3RD SEPTEMBER 2020 AND TO APPROVE THE SIGNING OF THE MINUTES BY THE MAYOR AS A CORRECT RECORD

The Minutes of the EXTRA ORDINARY COUNCIL MEETING of 3rd September 2020 were presented, approved and confirmed as a correct record. They would be signed by the Mayor shortly

20/09/14

TO NOTE AND CONFIRM THE MINUTES OF THE PLANNING COMMITTEE MEETING OF 4TH AUGUST 2020 (MINUTE REFS P20/08/01 – P20/08/09)

The Minutes of the PLANNING COMMITTEE MEETING of 4th August 2020 (MINUTE REFS P20/08/01 – P20/08/09) were noted and confirmed

20/09/15

TO NOTE AND CONFIRM THE MINUTES OF THE PLANNING COMMITTEE MEETING OF 24TH AUGUST 2020 (MINUTE REFS P20/08/10 – P20/08/19)

The Minutes of the PLANNING COMMITTEE MEETING of 24th August 2020 (MINUTE REFS P20/08/10 – P20/08/19) were noted and confirmed

20/09/16

TO NOTE AND CONFIRM THE MINUTES OF THE PROPERTY AND LAND COMMITTEE MEETING 30TH JULY 2020

The Minutes of the PROPERTY AND LAND COMMITTEE MEETING of 30th July 2020 (MINUTE REFS P20/08/10 – P20/08/19) were noted and confirmed

20/09/17

TO APPROVE THE RECOMMENDATIONS OF THE PROPERTY AND LAND COMMITTEE MEETING OF 30TH JULY 2020 NOT CONSIDERED ELSEWHERE ON THE AGENDA

The following recommendations were read out by the Deputy Mayor:-

a. the Council to give financial support to the Heritage Society (‘the HS’) for the refurbishment of the Museum for the remaining three year term of the current Council - up to the sum of £10,000 per annum which would then be subject to review at the expiry of the three year term (as to whether the new Council should continue to fund the remaining two years for lesser amounts (£7,500 and £5,000 respectively)

b. that all invoices be in the name of the Council and paid on an `ad hoc basis.

Mayor’s Initials.....

c. that the provision in the fire risk assessment (to line the underside of the staircase (located at the rear of the band room where the staircase is exposed) with a material that will afford a minimum of 30 minutes fire resistance to completely separate off the band room from the museum) be actioned as soon as practicable,

d. that the `Permissions` be approved (Councillors had been e-mailed the permissions). *(The permissions are an extensive list of works which the Heritage Society required to be undertaken to the Museum with approx.costs)*

There was much discussion regarding the recommendations, particularly with regards to the amount of funding the HS was seeking and possible liability issues regarding the works. Dr Michael Patrick appeared to be steering the project although it was understood he was not a trustee of the HS. Cllr Grainger advised that Dr Patrick was a highly qualified and skilled engineer and he had known him for many years. It was understood that the annual amounts were contingency amounts, if additional expenditure was required. However it was understood that eventually the HS should become financially independent which would negate on-going funding by the Council. The Deputy Mayor expressed concern that the HS would initially be paying a peppercorn rent and that the maintenance responsibilities would still remain with the Council. He concluded that either the HS should pay a peppercorn rent and take on the maintenance responsibilities (a full repairing lease) or pay a commercial rent with the Council taking on the maintenance responsibilities. The Deputy Mayor concluded that as public monies were involved that the funding of the project was a pertinent consideration. Cllr Grainger confirmed that the HS would be taking on a full repairing lease. After further consideration it was **RESOLVED** that an interim meeting of the Property and Land Ctte members should take place, to revisit the aforementioned matters and then a further meeting should take place with the HS. Cllr Grainger advised that the recommendations (a – d) should then be accepted subject to the two meetings having taken place and agreements being secured.

20/09/18

TO NOTE AND CONFIRM THE MINUTES OF THE PROPERTY AND LAND COMMITTEE MEETINGS 3RD SEPTEMBER 2020

The meeting had to be cancelled due to not being quorate

20/09/19

TO APPROVE THE RECOMMENDATIONS OF THE PROPERTY AND LAND COMMITTEE MEETINGS OF 3RD SEPTEMBER NOT CONSIDERED ELSEWHERE ON THE AGENDA

Not applicable as the meeting was cancelled

20/09/20

TO NOTE AND CONFIRM THE MINUTES OF THE REGENERATION COMMITTEE MEETING 19TH AUGUST 2020

The Minutes were noted and confirmed subject to the following amendment:-

R20/08/05

To discuss the overall plan and appearance of the town and to consider contracting a project manager to deliver on enhancing the appearance of the town (eg flower arrangements, planting and general presentation)

The insertion of`**and Keith Spittlehouse accepted this explanation`**. (Keith Spittlehouse left the meeting.....`

20/09/21

Mayor`s Initials.....

TO APPROVE THE RECOMMENDATIONS OF THE REGENERATION COMMITTEE MEETINGS OF 19TH AUGUST NOT CONSIDERED ELSEWHERE ON THE AGENDA

The following recommendations were read out by the Deputy Mayor:-

- a. that the Committee look at bringing in a Project Manager once it had a better roadmap/plan and to decide formally at what point to bring them in to help with the workload to make faster and more effective progress, whilst keeping on top of tasks
It was **RESOLVED** to accept this recommendation. Cllr Faithfull abstained from voting
- b. that the Committee would look at pursuing alternative funding to assist with the on-going development of regeneration to help these issues and hoped it puts the parishioner's mind at rest that the Committee will be taking this seriously and trying to find solutions wherever possible, whilst working with Cllr Wright in any way to move things forward. It was **RESOLVED** to accept this recommendation
- c. in principle to support looking at the youth project work and will actively seek solutions and alternative funding and premises etc, wherever possible and readdress this at the next meeting, working with Mark Gerry in the future.
It was **RESOLVED** to accept this recommendation
- d. `Regeneration` should be a permanent Item on the Full Council Meeting Agenda so that it has a focus kept on it month by month
It was **RESOLVED** to accept this recommendation
- e. Cllr John Green be appointed to the Regeneration Committee member
It was **RESOLVED** to accept this recommendation
- f. .that the Committee meet again to formally define what Regeneration actually means, clarifying the projects, putting together objectives to solve the problems, deliver on the promises and decide how a Project Manager is going to fit in with that, using the data in the report produced
This would need to be agreed by councillors (the meeting up of councillors) and did not need Full Council approval

Cllr Stewart spoke about the Kickstart Scheme and provided relevant information including the fact that 30 people would require to be employed.

20/09/22

TO RECEIVE REPORTS FROM EDDC AND DCC COUNCILLORS

Cllr Faithfull (EDDC)

Cllr Faithfull spoke about the Feniton Road Flood Alleviation Scheme and the installation of a larger pipe and how Phases 1 and 2 had been completed and that Phases 3 and 4 were still outstanding. Cllr Faithfull agreed to approach Tom Buxton-Smith EDDC's Engineering Projects Manager, for an up to date report or whether instead, Mr Buxton-Smith would be willing to attend a future Council Meeting.

Cllr Johns (EDDC)

Cllr Johns advised that she had nothing of substance to report other than EDDC matters were rumbling on

20/09/23

POLICE MATTERS

No report had been received

20/09/24

VOLUNTEER CO-COORDINATOR – UPDATE AND TO AGREE A WAY FORWARD

The Mayor advised that it had been longer than six months since the decision was made to appoint a Volunteer Co-ordinator. The person appointed to the role, had subsequently

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turned it down, due to personal matters. As a matter of good practice the item had been included on the agenda to review and consider,. After some discussion it was agreed that the Council still required a Volunteer Co-ordinator and although there was no legal obligation for the Council to re-advertise the job, there was a legal obligation not to discriminate against employees or potential employees. Thus it was **RESOLVED** to appoint a Volunteer Co-ordinator; to re-advertise the role but in the first instance that an HR Ctte Meeting should take place to review the role. *Cllrs Faithfull and Pang abstained from voting*

20/09/25

TO AGREE AND CONFIRM THE NATIONAL PAY AWARD (NATIONAL JOINT COUNCIL) AND ADDITIONAL HOLIDAY ALLOWANCE FOR COUNCIL EMPLOYEES

The Mayor advised that the pay award was 2.75% and the holiday allowance increased from 21 days to 22 days (plus Bank Holidays). It was **RESOLVED** to agree to the pay increase backdated from 1st April and additional holiday allowance.

20/09/26

RELEVANT CONSIDERATIONS FOR THE PROPOSED 2020 CHRISTMAS MEAL FOR SENIOR CITIZENS (IF IT GOES AHEAD) CONFIRMATION OF ORGANISATION RUNNING THE EVENT; GRANT APPLICATION REQUIREMENTS AND APPOINTED CO-ORDINATOR

At the August meeting Cllr Dobson had agreed to be the Co-ordinator of the event if it was to go ahead. However he had since resigned from the Council. It was agreed that the CEO contact him to see if he would still be willing to be the co-ordinator of the event and, if not, that an approach be made to the Ottery Over 60s Club by the CEO to see if they would be interested in running it

20/09/27

WEBSITE UPDATE AND APPROVAL OF STATEMENT

The Public Sector Bodies (Websites and Mobile Applications) (No.2) Accessibility Regulations 2018 comes into force on 23 September. It aims to ensure public sector websites and mobile apps are accessible to all users, especially those with disabilities. Organisations are required to publish accessibility statements on their websites explaining which parts of the content of a website or mobile application are not accessible, and, where appropriate, provide links to accessible alternatives. It must also include contact information to raise any accessibility issues and details of the government's process for escalating accessibility complaints to its monitoring and enforcement bodies .A draft accessibility statement had been e-mailed to councillors for consideration.. It was **RESOLVED** to accept the Statement which would be displayed on the Council's website

20/09/28

CORONAVIRUS AND TO AGREE A WAY FORWARD WITH RE-OPENING THE COUNCIL OFFICES AND ASSOCIATED MATTERS

Proposals for moving back into the Council offices and additional related matters had been e-mailed to all councillors. After some discussion the Council **RESOLVED** the following:-

- a. that the re-occupancy of the Council Offices was likely to be on 13th September subject to the judgement of Chris and Liz as to whether or not they felt `safe` returning. The provision of homeworking `as and when` required by employees would also apply
- b. that EDDC be contacted to see if they would carry out a risk assessment of the Council Offices. If not, a health and safety consultant be appointed at a cost not to exceed £500 to carry out a risk assessment prior to re-occupancy of the premises on behalf of the Council (who is collectively the employer) to ensure the safety of employees, tenants and visitors and relevant steps are then put in place eg dividing screens, hand sanitiser stations etc. This would ensure that the Council was compliant with its insurer`s requirements. The consultant would need to advise as to the actual requirements re cleaning frequency of the premises

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- c. that the reopening up of the Council Offices to the public to be the decision of Liz and Chris. In addition, that additional PPE equipment be provided for Liz and Chris to enable them to speak to people in the hallway (if they were elderly and/or infirm etc) and couldn't converse with them through the hatch
- d. that Zoom meetings continue for the moment. However when meetings resume in the Chamber (or other appropriate place) and there are some councillors who are shielding or who do not feel safe in attending this type of meeting, then hybrid meetings cannot be ruled out. There was concern about the quality of the IT provision in the building, as a domestic system had been fitted only. However the Deputy Mayor advised that separate designated broadband could be set up for meeting purposes or 5G could be set up as a hot spot. Al Findlay would need to be contacted to progress either provision `as and when` these facilities may be required.
- e. that the Annual Parish Meeting should not to go ahead this year unless circumstances changed.
- f. that the annual grants which should have been awarded at the Annual Parish Meeting be re-visited by the Finance Ctte to ascertain whether there was still a need for all the grants to be paid out and if so for what purpose and whether the grant amounts required should be increased/decreased due to a change in circumstances. Cllr Stewart requested other councillors to get involved in this task to assist him and Cllr Grainger and asked them to put their names forward. It would involve meeting up with applicants again, for updates as to their organisation`s current situation.

20/09/29

CONCERNS OF SPEEDING TRACTORS IN THE TOWN

Cllr Copus spoke about the problem of tractors speeding though the town which had been brought to his attention by a parishioner. The CEO had provided councillors with information from the Government`s website as to speeds, tractors were legally allowed to travel though in built up areas. There was much debate and it was clear that there were issues with tractors mounting pavements at speed, which it was agreed was highly dangerous. It was understood that it was contractors and not local farmers who were the likely culprits. The Deputy Mayor advised that this was something for a project manager to take on board, and to work with the Regeneration Ctte to consider traffic calming measures etc. It was subsequently **RESOLVED** that Cllr Copus write to the police advising of the situation and asking for relevant action to be taken. This was endorsed by the entire Council

20/09/30

PARISH LENGTHSMAN

Cllr Faithfull spoke about the lack of a regular lengthsman to clear drains, which had resulted in a number of them in the parish being blocked. He spoke in particular about drains along Gosford Road, Gosford to Patteson Cross and up to Feniton. He explained that as the leaves were now falling this would result in further issues. The Mayor advised that if the council required a regular drain clearance service they could now apply to DCC`s Highway Maintenance Community Enhancement Fund, where councils could apply for funding to either use volunteers (who would need relevant training) or use contractors to carry out this type of work. Councils were invited to apply for funding towards the cost (to pay a contractor up to a maximum of 50% of his costs, or to purchase equipment etc) . The Council would need to provide full details of all areas in the Parish which required attention, in order that the Council could calculate costs to enable a bid to be submitted for funding, if this was the route the Council wished to take. There was much discussion. It was suggested that the Regeneration Ctte and the Volunteer Co-ordinator (when appointed) could look at the issues. The Deputy Mayor advised he would be willing to help however in the first instance the Council would require to know which areas in the Parish required attention. Cllr Faithfull would prepare a graph of the information required and Cllr Shaw would also help as she could utilise her husband`s knowledge (he was involved with the

Mayor`s Initials.....

Fire Service and had knowledge of the blocked areas). She would liaise with Cllr Faithfull accordingly.

20/09/31

SHOP FRONT SCHEME – UPDATE ON SCHEME; CONSIDERATION OF EXTENSION DATE FOR COMPLETION OF WORKS AND REQUEST BY APPLICANT FOR AN INCREASE IN GRANT

Councillors had been e-mailed an update on the grant situation. The Baby Boutique had asked for an increased grant. Initially they were awarded £195 but they were now seeking £325, as the works to the shop had been more expensive than expected (£650). The Council **RESOLVED** to approve the request for an increased grant payment of £325

It was **RESOLVED** to extend the deadline date for final invoices/photographs until 30th September, with the CEO and the Deputy Mayor to agree further extensions if there were extenuating circumstances. The CEO advised that with regards to Fillfull, there had been some misunderstanding as to what they could actually claim for. Subsequently the CEO had had to reduce their grant from £500 to £388.90 in order that the works carried out and being claimed for, were in compliance with the rules.

CONFIDENTIAL SESSION – The public part of the meeting was temporarily suspended

20/09/32

PROPERTY MATTERS

- a. **ALLOTMENTS - TO CONSIDER QUOTES FOR ALLOTMENT WORKS AND APPOINT CONTRACTOR (THE WORK REQUIRED IS TO CUT BACK ON BOTH SIDES OF THE THREE SECTIONS OF THE DORMOUSE BANK)**

It was **RESOLVED** that the contract be awarded to Connor Down

- b. **ALL COUNCIL PROPERTIES -TO CONSIDER TREE WORK QUOTES (INC PLANTING SCHEME FOR THE CEMETERY) AND APPOINT A CONTRACTOR**

It was **RESOLVED** that the contract be awarded to East Devon Tree Care Ltd

- d. **UPDATE ON STATION ROOF AND TO AGREE A WAY FORWARD**

It was understood that Dacks did not supply guarantees for their work which was a concern for the Council although they stated that if there was an issue they would address it. The quotes from Dacks and Cover Structure were further considered. The Mayor did not take part in the vote as the owner of Cover Structure was a personal friend. After some discussion it was **RESOLVED** i. not to appoint Dacks as the Council's contractor due to the lack of a guarantee ii. to appoint a surveyor to examine the roof to be able to advise exactly what was required to make it sound and iii. the CEO to seek further quotes for the necessary works following the survey report

CONFIDENTIAL SESSION – The public part of the session then resumed

20/09/33

TENANTS PUBLIC LIABILITY INSURANCE – TO CONSIDER INSURERS RECOMMENDATIONS AND AGREE A WAY FORWARD

The Council tenants each had £1mill public liability insurance cover. The CEO had raised the question with the Council's insurers as to whether this was sufficient cover. The insurers advised that `there were no hard and fast rules on this` and advised it would be `prudent to have £5m cover as it was becoming increasingly common for insurers to provide a £5m limit as standard`. However one tenant advised that if the premiums were going to increase significantly then she may have to relinquish her tenancy as it was likely to be unaffordable. After some discussion it was **RESOLVED** that tenants must have £1

Mayor's Initials.....

million of public liability insurance as an absolute minimum although £5 million was the recommended amount they should have.

20/09/34

MUSEUM – TO AGREE THAT TERMS FOR AN AGREEMENT FOR LEASE (INCORPORATING ALL PROPOSED WORKS AND AGREED APPORTIONMENTS OF COSTS), TO BE DRAFTED BY NPS, PLUS NPS TO LIAISE ON BEHALF OF THE COUNCIL, WITH THE HERITAGE SOCIETY REGARDING ANY ISSUES RE THE WORKS AS THE PROJECT PROGRESSES

It was agreed that this matter would be considered at the next Property and Land Ctte Meeting

20/09/35

TO CONSIDER AND MAKE RECOMMENDATIONS ON THE FOLLOWING PLANNING APPLICATION:-

TO CONSIDER PLANNING APPLICATION 20/1757/AGR – REPLACEMENT OF AGRICULTURAL STORAGE BUILDING AT HIGHER RILL FARM, EAST HILL EX11 1QQ APPLICANT – MR MICHAEL PIKE

The Council recommended approval

20/09/36

UPDATE RE BEAVERS ON THE RIVER OTTER

It was **RESOLVED** that Devon Wildlife Trust, and other bodies and individuals, be thanked for their considerable work in monitoring and supporting the beavers on the River Otter over the five year trial period. The Council acknowledged the benefits of the River Otter Beaver Trial Science and Evidence Report, under the Chairmanship of Prof Richard Brazier of Exeter University, published on 6 March 2020. The Council welcomed the Report findings, in particular the overall environmental, and economic benefits which had been identified, and which had been instrumental in achieving the government decision. The Council warmly welcomed the Government decision to allow the beavers to remain on the River Otter, and earnestly hoped that there will be the necessary resource provision to allow this. Cllr Pang added that Cllr Wright`s support and work should also be recognised

20/09/37

DALC TRAINING SEMINARS – CHANGES TO PLANNING LAW AND DEVON LOCAL OUT BREAK MANAGEMENT PLAN

The Management Plan Seminar 28th Sept from 10am – 11.30pm.

The session would provide a basic overview of the Devon Local Outbreak Management Plan, what this meant for communities and the planning that could be put in place etc in the event of a local lockdown. If anyone was interested the CEO could provide the sign-up details. Cllr Stewart advised that there would be no role for the Council in the Plan as other authorities would have relevant measures in place.

Webinar - Changes to Planning Law -Thursday 17th September, 13.00 - 14.00

This session was being delivered by Graham Townsend of Planning Partnership Ltd. It was designed to update parish and town councils on the growing list of changes to the planning system. The course costs £15+VAT per person. Cllr Copus expressed an interest and would contact the CEO accordingly

20/09/38

FINANCIAL MATTERS

a. TO APPROVE THE AUGUST 2020 COUNCIL SCHEDULE OF PAYMENTS

The Schedule has been e-mailed to all councillors. It was **RESOLVED** to approve the August2020 Council Schedule of Payments in the sum of £11.386.92

Mayor`s Initials.....

b. UPDATE OF PAYMENT FROM EDDC RE CORONAVIRUS

The CEO advised that she had applied for an EDDC Small Business Grant of £10000 which was paid into the Council's bank account. EDDC then advised that there had been a mistake and she was to repay the money, which she did. She was then advised that there had been a further mistake and the Council was eligible for the money and it was duly repaid to the Council's bank account. EDDC was acting on Central Government's instructions so cannot be held responsible for this debacle!

20/09/39

REPORT FROM THE MAYOR

- a. The Mayor had attended the re-opening of Men's Shed on 1st September 2020
- b. The Mayor had been approached by an individual to see if the land at the front of the Council Offices could be used for a market; however as this was not the Council's land she could not give permission. At Cllr Faithfull's suggestion she would contact EDDC to see if they would allow any of their land in Ottery to be used for this purpose

20/09/40

REPORT FROM THE CEO

- a. A Zoom meeting had taken place on 24th August attended by Nick Cook and Ben McPhie -NPS, Cllrs Grainger; Stewart, the Deputy Mayor and the CEO. This was to further consider the proposed Service Level Agreement re the transfer of management of the Council's properties. NPS would respond in due course with their proposals.
- b. The Town Ward vacancy created by the resignation of Glyn Dobson had now been advertised. Subject to an election not being called by 25th September, the Council would be free to co-opt

20/09/41

TO RECEIVE CORRESPONDENCE FOR INFORMATION AND ANY LATE CORRESPONDENCE (INC

Councillors had received the following correspondence:- Farringdon Neighbourhood Plan; Devon's updated Local Flood Risk Management Strategy Consultation; Devon Solar Together)

20/09/42

TO NOTE ANY REPORTS PREVIOUSLY E-MAILED BY COUNCILLORS OF MEETINGS ATTENDED.

There were none

20/09/43

COUNCILLORS QUESTIONS ON COUNCILLORS BUSINESS

- 1. It was suggested by the Deputy Mayor that the Council should obtain feedback (comments/quotes etc) on the Shop Front Grant Scheme from businesses who had benefitted from the Scheme. The feedback could then be published in the Gazette which should result in some positive publicity for the Council.
- 2. The Mayor mentioned Late Night Shopping and that there should be a meeting of the Christmas Working Group to progress. Cllr Shaw was volunteered for the Group. Concern was expressed by Cllr Stewart as to the condition of the electrical points for the Christmas lights. He advised that DCC could convert lamp posts into plug sockets. Cllr Shaw advised that the Pine Shop would start shopping nights in November. There had been suggestions of having more than one Late Night Shopping night. The Mayor advised that it was likely that Christmas events may be minimal this year due to the current situation (it was understood that the Christmas Tree Festival in the church had been cancelled) and it may be a situation of simply switching on the Christmas lights only

Mayor's Initials.....

3. Cllr Stewart expressed frustration at the Council's Standing Orders and was of the opinion that the Council had made up rules which stopped the Council from operating effectively. He advised that not all councils used NALC's Model Standing Orders. He suggested there should be a *review of the Council's own rules and a number of councillors agreed with this. The CEO attempted to explain to Cllr Stewart that the 7 day notice period to include items on the agenda was required to enable statutory legislation to be complied with. If an urgent matter was required to be included on the agenda after the 7 day notice period had elapsed then it would be too late and any decisions made would not be legally binding. **Cllr Faithfull advised that on EDDC agendas the provision of 'Urgent Matters' was included. The CEO advised that Cllr Stewart's frustration was due to the fact that he wanted to have a item on the agenda re S106 which had missed the deadline. The CEO advised that she would ensure that 'S106 Update and Recommendation to be Approved' would be a permanent fixture on the agenda. The CEO also suggested that the terms of reference of the committees could be amended to provide for more delegated authority for councillors on these committees. The Deputy Mayor advised that if the Standing Orders were going to be amended that a list of items that were inhibitive to speeding up council process, should be made and the Council would need to consider what could be changed within legal parameters. However he also strongly advised that councillors should be mindful of the administrative work the process would involve.

**Note - The Council's Standing Orders had already been reviewed in June 2020 and approved with minor amendments ** this provision applied to principal councils only*

The meeting ended at 9.40pm

SIGNATURE OF MAYOR	
DATE OF SIGNATURE	
DATE/VENUE OF NEXT MEETING	Monday 5 th October 2020 by Zoom or in the Council Offices if public meetings are resumed

Mayor's Initials.....

DRAFT

Mayor's Initials.....

DRAFT

Mayor's Initials.....