**DRAFT**

**MINUTES OF MARLDON PARISH COUNCIL**

**ANNUAL PARISH COUNCIL VIRTUAL MEETING**

**TUESDAY 4th MAY 2021 @7.15pm**

**PRESENT:** Via video link: Cllr. Page, Cllr. Ward, Cllr. Hart. Cllr. Thorp, Cllr. Sharland,

Cllr. Camden-Ward, Cllr. Pennington

The Parish Clerk/RFO – Susie Watt (video link)

9 members of the public attended via video link.

Before the Meeting started Cllr. Page welcomed Kerry from TRAYE who gave a short presentation including a video of the work the Charity does with the youth of the Marldon Community. Kerry was thanked by all members of the Council and applauded for the work they do.

There were no questions from the Public.

**1. 4.5.21**  **APOLOGIES:** Cllr. Oliphant, Cllr. Clarke, County Cllr. Hawkins.

**2. 4.5.21** **DECLARATIONS OF INTEREST:** Cllr. Sharland Ref: Item 9

**3. 4.5.21 CHAIRMAN’S WELCOME:** Cllr Page, Chairman, welcomed Cllr. Camden-Ward and Cllr. Pennington to their first meetings since becoming Councillors.

**4. 4.5.21: APPROVAL OF MINUTES:** The Minutes of the 12th April 2021 were agreed and approved unanimously and duly signed by the Chairman.

**5. 12.4.21: Clerk’s Report:**

 **\*** Monthly Finance Sheet was agreed, approved unanimously and signed by the Chairman

**MARLDON PARISH COUNCIL FINANCIAL STATEMENTS FROM 13/04/2021 to 04/05/2021**

Note: Clerk’s salary is paid via standing order operational from 27th April 2020 in the sum of £608.80 which includes monthly salary of £586.80 + £12.00 Office Allowance + £10 Phone Allowance. Sundries including stationery/printing etc., are paid by cheque retrospectively on the production of the relevant receipts. Clerk’s salary increase from 1st April 2021 – Amount per month is now £592.67 + £12.00 Office Allowance + £15.00 Phone Allowance.

**Bank Account Balances as at 4th May 2021 – the following is a verbal balance obtained from the bank at 9.27hrs today as no Bank Statements have been received for April (too early):**

Bank of Ireland Main Account: £19,913.16

Bank of Ireland P3/MEG Account: £1,566.38

Bank of Ireland Marldon Fundraising Account: £46,920.34

NS & I Reserve Account (June 2020) £12,176.52

Marldon Parish Council total balance as at 4th May 2021: **£68,399.88**

**EXPENDITURE: March/April 2021**

**MAIN**

VOID 29/03/21 Chq No. 989 Rhino Play (SW) Ltd VOID

Cheque was issued on the wrong account. This needed to come out of the Fundraising A/C

30/04/21 Chq No. 990 Village Ranger £213.90

30/04/21 Chq No. 991 Visionict – Operation Forth Bridge (HRH Prince Philip) £42.00

30/04/21 Chq No. 992 Zoom/Jotform/Ink/storage/Services £122.92

04/05/21 Chq. No. 993 DCC (Devon Audit Services for 2019/2020 internal audit) £214.80

04/05/21 Chq No. 994 SLCC Annual Subscription (Society of Local Council Clerks) £166.00

04/05/21 Chq. No.995 – 8 treated wooden posts and Laminated signs for Moorview and Farthing Lane £112.38

25.04.21 Clerk’s Salary – SO (Standing Order) see above\* £608.80

Letter needs signing to amend the Standing Order to £619.67 per month commencing May 2021 There is an outstanding amount of £10.87 for the Clerk’s April Pay to be paid by cheque.

FUNDRAISING ACCOUNT:

12.04.21 Cheque No: 000102 to replace Chq.No. 989 from the Main A/C payable to Rhino Play (SW) Ltd

 \*\*£11,468.00

\*\*Note: the balance above on the Fundraising A/C shows this amount has already been taken out.

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 \* VAT Return has been completed.

\* New Councillor Signatory has been added to the Bank Accounts and will be effective within a few days.

\* Elections Office have still to confirm whether the seats for a new Cllr. to replace Cllr. Palk is to go to election or Casual Vacancy

\* Police Report: Broomhill Meadow had been subjected to vandalism in the form of the locks being smashed and the bales of hay moved. We have a Crime Reference No.

\* Interactive Signs at Westerland will be replaced by Highways.

\* The 20 Is Plenty posts and signage are now ready.

\* Correspondence: Request for Pembroke Park potholes to be repaired. Enquirer was informed to notify Highways direct.

 \* Request for a Dog Ban between 1st May and 30th September to be considered in Torfield. This will be discussed at a future meeting. The Clerk will put on an appropriate Agenda.

 \* A member of the public expressed concern at a pile of stones which have been in place for a number of years in the lower part of Torfield. They had identified a group of youths throwing the stones at each other which could have caused injury. Cllr. Page will see if MEG can assist in the removal.

 \* An Elderflower tree near the path in Torfield is of concern to a resident and has requested its removal. Cllr. Page will request MEG assists with this.

\* DCC forwarded funds for Westerland Management regarding the repairs of F17. The Auditor is being contacted as the Clerk is not sure whether this is lawful as the Footpath is not owned by the Parish Council. Westerland Management are not part of the Council and therefore, not eligible for funds.

\* Request from a new resident as to who owns the field behind Furzegood. Cllr. Page dealing.

\* Request from a resident regarding Hover boards and E-Scooters being used on a pavement. Police comments are that it is illegal. Polite signage could be erected to deter. Village Ranger to be asked to make a regular patrol in the area but not to confront.

\* Meeting Legislation after 7th May. No further virtual meetings can be lawfully held by a full Council after this date. There was a long discussion on how the Parish Council could move forward.

The following was **RESOLVED** unanimously, together with the Emergency Plan running alongside:

May Annual Parish meeting – investigate the use of a marquee in Jubilee Meadow. Meadow. Clerk to obtain costs and carry out risk assessment. Proposed date 19th May 2021. Details to follow.

Bi-Monthly Meetings will be held from now on. Next Full Council Meeting will be Monday 12th July 2021 – Venue to be confirmed. Clerk to carry out risk assessments on suitable and permitted venues.

Working Group Meetings: to discuss and debate prior to any full council meeting. No decisions can be made at these meetings, however, the Parish Council can ensure that any Health & Safety issues are addressed and, if a decision is required, can be actioned under delegated authority within the Emergency Plan. First Working Party Meeting Monday 21st June 2021. Members of the Public will be permitted to these meetings. However, no questions or letters will be discussed. The process for questions remains the same, letters/emails for consideration on an agenda to be sent to the Clerk as per the Virtual Meeting Protocol will remain.

Village Ranger: Received well by the Community. However, presence at the school is required during term as requested as a priority.

**6. 4.5.21: Torfield Play Park Update:** Top soil has been delivered and spreading has started ready for fertiliser and seeding. Whitsun is now the target opening date, however, is completely dependent on the weather and the equipment being released from the docks.

**7. 4.5.21: Jubilee Meadow Update:** Sheds now urgent. Still awaiting a third quote. However, as a Health & Safety issue is necessary to go ahead with the best quote/shed currently submitted. It was agreed that s106 (the allocation for Jubilee Meadow) funds should be applied for. Cllr. Pennington stated he would support the application. Cllr. Pennington also offered £1500 from his Locality Fund to assist. He would send the Clerk the application form.

**8. 4.5.21: Public Consultation/Newsletter:** Has been delayed and will not be published until hopefully May or June. Apologies, but circumstances have dictated the delay.

 **9. 4.5.21: PLANNING APPLICATIONS**: (Note: Cllr. Sharland declared an interest. Cllr. Pennington cannot vote as conflicts with his District Cllr. role.) Cllr. Thorp abstained.

REF: 1185/21/HHO –34 Meadow Park – room in dormer. APPROVED

REF: 0611/21/HHO –36 Brockhurst Park – 2 Storey extension**.** APPROVED

**10.4.5.21: Compton Report:** Cllr. Oliphant not present.

STANDING ORDERS SUSPENDED

**11. 4.5.21: COUNTY/DISTRICT REPORTS:** Cllr. Hawkins not in present**.** District Cllr. Pennington: Reported on SHDC decisions:

 \* Electric Vehicle Charging Stations are to be installed into some of the District Council owned car parks. There will be a charge.

 \* Mobile Homes/Caravans will be permitted to park in reserved areas in some of the District Council car parks for 2 nights only at a cost of £15 per night.

STANDING ORDERS REINSTATED

**12. 4.5.21: Confidential Matters:** It was agreed the Public/Press should be put into the waiting room whilst the discussions were in motion. Updates and discussions were held and understood.

The public were re-admitted to the meeting.

**13. 4.5.21: Business at the discretion of the Chairman.** NONE.

MEG Report: 34 volunteer hours were recorded in the first MEG meeting for 12 months. Paths, drains, hedges, and various other environmental areas had been attended to by the volunteers during April. Full Report will be put on the Website in due course.

**14. 4.5.21: Date of Next Meeting:** Monday 12th July 2021 with the Emergency Plan running alongside in the interim.

Cllr. Pennington requested a letter of thanks be sent to the Chairman of MEG to thank them for their hard work and dedication in keeping the Parish Environment in good repair.

Meeting Closed at 20:58hrs

Signed.................................................................................Date: 21.06.21

The Chairman, Cllr. G Page