

PETROCKSTOWE PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Baxter Hall
on Tuesday 18th January 2022 at 7.30pm.

Present: M Busby (Chair), I Fisher (Vice), J Richards, J Brasier, A Hunkin and M Thompson

In attendance: CCllr A Saywell, Parish Clerk - F Lowe

Public Question Time Public Bodies (admissions to meetings) Act 1960 s1 extended by the LG Act 1972 s100.

1 member of the public was present. County Councillor Andrew Saywell provided a report which is attached as a separate appendix.

County Councillor Andrew Saywell gave his apologies and left the meeting.

50. Acceptance of apologies for absence

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted. **Resolved:** Cllr J Harris did not attend or send apologies. DCllr R Wiseman & PCSO Baker sent apologies.

51. Declarations of interest, members to declare any interest they may have in agenda items that accord with the requirements of the relevant authorities (Disclosable Pecuniary Interests) Regulation 2012 (SI 2012/1464) (NB this does not preclude any later declarations) **Resolved:** none given

52. Approval of Minutes. To receive and sign the minutes of the Full Council Meeting held on 16th November and the Planning Meeting held on the 14th December 2022 (previously circulated). LGA 1972 Sch 12 para 41(1). **Resolved:** that they were a true record of the meetings decisions.

53. Planning

Application: Ref: 1/1429/2021/FUL, dated: 4th January 2022 for the proposal: Retention of oil tank at Aish Barton, Petrockstowe, Okehampton, Devon. *Comments to be sent to Planning : No objections*

54. Correspondence. Cllrs agreed that they had received the correspondence as listed in the agenda from 14th November 2021 to 11th January 2022 inclusive, and had no comments.

55. Matters arising from previous minutes.

- a. **Correspondence Review.** Cllr Richards has undertaken a review of the correspondence sent to all cllrs and recommends that all continue to be sent.
- b. **Virtual attendance.** Testing has taken place and a microphone/speaker needs to be purchased. **Quotes will be obtained by Cllr Busby** and Cllr Saywell will be asked to fund/part fund as previously offered. It is anticipated that the cost will be between £50 and £100.

Initials of chair

Continuation of minutes 18th January 2022

- c. **The Queen's Platinum Jubilee Central Weekend 2022** - The Potter from Hatherleigh bought in samples for final approval by the Council, and the decision was made. So far, no parishioners have emailed the Clerk to request pots for their children. **Cllr Fisher will obtain a photo** of the sample, to put into the next edition of the newsletter. The pots will also be available for parishioners to purchase. The Bull & Dragon pub have written to Cllr Busby offering to include Petrockstowe in their celebrations. However, it is understood that Baxter Hall will be organising events for Petrockstowe parishioners.
 - d. **The Queen's Green Canopy** – Cllr Fisher has planted the tree in the War Memorial garden and registered it on the official website and map. The photo will go into the newsletter and on the village and PC websites.
 - e. **Recreation Ground** – Cllr Busby requested that the PC purchase 2 “sturdy” signs to position on the entrances to the Rec Grd to encourage people to pick up after their dogs. The PC approved the payment and the **Clerk to order these**. The Clerk was able to inform the PC that insurance cover is in place until mid-August.
 - f. **Recreation Ground donation** from Merton PC – no update was available – c/f
56. **Current Business.**
- a. **Precept** – There was a discussion on the condition of the various assets in the village. **Cllr Fisher will ask** Barry or Dorian to look at repairing the Millennium bench by the Bus Shelter. The bench in the Play Park is showing signs of wear and the tarmac in The Square is also beginning to degrade. The cost of maintenance at the Rec Grd is of concern and taking into account all of these considerations, Cllr Thompson proposed increasing the precept to £4,500; Cllr Richards seconded and all cllrs agreed. **Clerk to advise TDC**
 - b. **Community Emergency Plan** – Following a discussion, it was agreed that there is already an informal plan in place whatever the emergency. This is because of the kind, open and thoughtful people who live here. It was therefore decided not to put a formal plan into place.
 - c. **Neighbourhood Plan** – If adopted, it has been advised that it could help us with planning applications. Cllr Fisher advised that a NP was completed a few years ago, it took a lot of hard work and was expensive to complete and can have a detrimental effect, as it could identify potential development sites. The process involves deciding on questions and creating a survey for all households, delivery, collection, collation, producing as a document/booklet and delivery. **Cllr Fisher will provide** Cllr Busby with the documents that she has in storage.
 - d. **Council Documents** – Following on from a request to allow the Clerk to respond to planning applications with a “no objection” response, the Clerk has updated the Standing Orders and Financial Regulations; and created a new Retention Policy, Risk Management Policy, Complaints & Grievance Policy and Scheme of Delegation. Cllrs have reviewed the draft versions and are happy to **approve and adopt** these documents.
 - e. **Banking Arrangements** – Following on from reviewing the Financial Regulations, the Clerk proposed that the online bank account is changed to a NatWest “Bankline for Communities” account. **This was approved by all councillors. Clerk to action**
 - f. **Annual Parish Meeting** – The Chairman called an APM on Tuesday 26th April 2022. Following a discussion, the Clerk was requested to determine if alcohol can be served in which case the bar would be opened during the meeting. **Clerk to determine**

Initials of chair

57. **Clerk/Parish Councillors Reports.**

- a. **Play Park.** Richard Lowson provided a report detailing that the bank account change of names is ongoing; and bench frame is to be painted in the summer. The Clerk was instructed to ask for information on how often the equipment is inspected.
- b. **Police Report.** PCSO Baker provided a report showing the crimes recorded and incidents recorded from 1/11/21-31/12/21 compared to the same period in the previous year.

58. **Finance**

Receipts: to note receipt of income

none

Expenditure: to approve any expenditure

Purchase of tree (approved in principle on 16/11/21) £8.95

Previous Account Balance £2062.48

Receipts £0.00

Payments £8.95

Account Balance £2053.53

59. **Date of next meeting** The next PCM was confirmed as Tuesday 15th March 2022 in Baxter Hall at 7.30pm

With no further Part 1 business, the meeting went into Part 2 at 9.12pm

Chairman Date

Initials of chair