

PETROCKSTOWE PARISH COUNCIL

Parish Clerk: Fiona Lowe, Fourwinds, Fore Street, Witheridge EX16 8AH
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Dear Councillors, you are duly summoned to attend the Petrockstowe Parish Council Meeting to be held at 7.30pm on Tuesday 18th January 2022, in the Baxter Hall, Petrockstowe, to discuss the following business. Parishioners are invited and welcome to attend.

7.30pm Public Question Time

This section (at the Chairman's discretion may last up to 30 minutes) is not part of the formal meeting of the Council and minutes will not be produced. [Public Bodies \(admissions to meetings\) Act 1960 s 1 extended by the LG Act 1972 s 100.](#)


Report from Unitary Councillor/s if required

AGENDA

- 1) **Apologies of Absence** Council is asked to receive apologies and approve reasons for absence.
- 2) **Declarations of Interest** Council is asked to declare any personal interests and any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the room for the relevant item).
- 3) **Minutes** Council is asked to consider for approval the minutes of the Parish Council Meeting of 16th November and the Planning Meeting of 14th December 2021, the minutes having been previously circulated.
- 4) **Planning**
Council is asked to discuss the below planning application/s and inform the Clerk of its comments to forward to Torridge District Council. Any planning applications received after the distribution of this agenda will also be considered.
 - a) **Application:** Ref: 1/1429/2021/FUL Date: 4th January 2022 Proposal: Retention of oil tank Location: Aish Barton, Petrockstowe, Okehampton, Devon
Council is asked to receive planning application decisions made by Torridge District Council. Council is asked to note the below decision:
 - a) **none**
- 5) **Correspondence** Please see below list of correspondence e-mailed to Councillors for consideration/information. Council is asked to confirm receipt and give comments if necessary.
- 6) **Matters arising from previous minutes**
 - a) **Correspondence Review** – Cllr Richards to present suggestions
 - b) **Virtual Attendance** – Update from Cllr Busby on testing of equipment
 - c) **The Queen's Platinum Jubilee Central Weekend 2022** – update on proposals from Cllrs Brasier, Harris and Clerk
 - d) **The Queen's Green Canopy** – update from Cllr Fisher
 - e) **Recreation Ground** – Effectiveness of private property signs and proof of insurance – Cllr Busby & Clerk
 - f) **Recreation Ground donation** from Merton PC – update from Clerk if available

- 7) **Current Business**
- a) **Precept** - Council to discuss precept and approve figure for next financial year.
 - b) **Community Emergency Plan** – To consider developing a plan following receipt of email of 17/12/21 from Devon Communities Together
 - c) **Neighbourhood Plan** – To discuss developing this plan
 - d) **Council Documents** – To discuss adoption of revised Standing Orders and Financial Regulations; and new Retention Policy, Risk Management Policy, Complaints & Grievance Policy and Scheme of Delegation.
 - e) **Banking arrangements** – To discuss current authorisation procedures and options available.
 - f) **Annual Parish Meeting** – To consider/discuss arrangements
- 8) **Clerk/Parish Councillors Reports** for information if required and available.
- 9) **Finance** – as at 11/01/2022
- Receipts: To note receipt of income**
none
- Expenditure: To approve any expenditure**
Purchase of tree (approved on 16/11/21) - £8.95
- Previous Account Balance** £2,062.48
- Receipts £0.00
Payments £8.95
- Total Balance** £2053.53
- 10) **Confirm date of next meeting**
There is a provisional date of Tuesday 15th February 2022 if a Planning meeting is required and the next PCM will be on Tuesday 15th March 2022 at 7.30pm in Baxter Hall.

11) **Part 2**



Fiona Lowe
Parish Clerk
11/01/2022

Correspondence sent to Councillors from 14/11/2021 to 11/01/2022 inc.

- 14/11/21 – DCC - We're leading the way with a new approach to carbon-reduction in highway maintenance
- 14/11/21 – Healthwatch Devon - Healthwatch Devon E-bulletin 11 November
- 14/11/21 – DCC - Test and Trace still plays an essential part in reducing COVID-19 outbreaks; there's still time to have your lifesaving COVID-19 vaccine and farmers invited to a free wellbeing and mental health support webinar
- 15/11/21 – Cllr Saywell - FW: Devon Vaccination Briefing 12/11/21
- 15/11/21 – CRMP - Consultation: Devon and Somerset Fire and Rescue Service - draft Community Risk Management
- 17/11/21 – TDC - Government Green Homes Grants – Free Energy Efficiency Improvements for Torridge Residents
- 17/11/21 – TDC - Director of Public Health explains why North Devon and Torridge are seeing rising case levels
- 18/11/21 – TDC - Household Support Fund Launch
- 18/11/21 – TDC - Household Support Fund
- 18/11/21 – Reach PLC - Christmas Events
- 18/11/21 – Healthwatch Devon - Healthwatch Devon E-bulletin 18 November
- 18/11/21 – NDHT - Stakeholder update from Northern Devon Healthcare NHS Trust, November 2021
- 19/11/21 – TDC - FW: Community Leaders Coronavirus Briefing Event 25th November
- 19/11/21 – TDC - FW: Together for Devon. Outreach Covid Vaccination Fund Available now!
- 19/11/21 – TDC - Consultants Sought to Help Create Culture Strategy for Northern Devon
- 25/11/21 – Cllr Saywell - FW: Why are COVID-19 case rates in Devon so high?
- 25/11/21 – DALC - FW: DCC Autumn Briefing with Leader, Cllr John Hart (Torridge parishes)

25/11/21 – TDC - The Queen’s Platinum Jubilee

25/11/21 – TDC - Sand Dunes and Fantastic Beach backdrop to New Business and Community Meetings Venue at Northam Burrows

25/11/21 – TDC - Siren Test - Kenwith Dam Flood Defences - Saturday 27th Nov - 10.30am

25/11/21 – Healthwatch Devon - Healthwatch Devon E-bulletin 25 November

30/11/21 – Cllr Saywell - FW: NHS Devon CCG Vaccination Briefing - 26 November 2021

30/11/21 – TDC - Does your business need a helping hand?

30/11/21 – DCC - COVID-19 case rates in Devon now among the highest in the country

30/11/21 – Devon Communities Together - Grants of up to £25,000 available to increase Covid-19 support for people in Devon this winter

30/11/21 – PCSO Baker - Theft of Fuel

30/11/21 – DCC - Devon Countryside Access Forum - request to Parish Councils

30/11/21 – ODCTG - Fwd: £120,000 in donations waiting to help

30/11/21 – TDC - Coronavirus Updates

01/12/21 – TDC - New ‘Castle Hill Work Hub’ launches to support businesses in the Great Torrington area.

01/12/21 – TDC - Torridge Council ask people to #ShopLocal this Christmas and Support our local retailers

01/12/21 – ICO - Latest news from ICO

01/12/21 – DCC - Devon's director of public health urges extra caution in response to omicron variant

01/12/21 – TDC - Support our Local Businesses & #ShopLocal this Christmas!

02/12/21 – DCC - Parish and Town Council Conferences

02/12/21 – Cllr Saywell - FW: Devon's director of public health urges extra caution in response to omicron variant

02/12/21 – Healthwatch Devon - Healthwatch Devon E-bulletin 02 December

07/12/21 – TDC - Face Coverings Advice Poster

07/12/21 – Devon Communities Together - Fuel Poverty Awareness Day - how DCT can help

07/12/21 – DCC - COVID-19 rates across Devon remain above the national average as new rules come into force in response to Omicron variant

07/12/21 – CRMP - Devon and Somerset Fire and Rescue Service - Virtual events

07/12/21 – Devon Communities Together - Community Risk Management Plan focus groups - Devon & Somerset Fire and Rescue

07/12/21 – Cllr Saywell - FW: NHS Devon Vaccination briefing

08/12/21 – TDC - Councils support domestic abuse bystander training

14/12/21 – DCC - Parish and Town Council Conferences

14/12/21 – DCC - Vital business support to help Devon make a strong recovery

14/12/21 – Healthwatch Devon - Healthwatch Devon E-bulletin 09 December

14/12/21 – TDC - Dreaming of a Green Christmas - Recycling tips and Christmas collections in Torridge!

14/12/21 – DCC - Devon's Director of Public Health welcomes additional COVID-19 measures as first cases of Omicron variant identified in the county

14/12/21 – Cllr Saywell - FW: Devon & Somerset Fire & Rescue Service - 'Are you safe to drive the morning after campaign'

15/12/21 – TDC - Volunteer Days on Northam Burrows this Winter - Help Uncover its WWII Past!

15/12/21 – DCC - ♻️ Have yourself a greener Christmas 🌲

15/12/21 – Devon Climate Emergency - December Newsletter

15/12/21 – TDC - FW: New Trustee wanted

15/12/21 – DCC - NHS Devon urging residents to 'get boosted now' as part of urgent national appeal to get better protection against the COVID-19 Omicron variant

16/12/21 – Cllr Saywell - FW: Omicron Emergency Boost - Devon briefing

16/12/21 – Healthwatch Devon - Healthwatch Devon E-bulletin 16 December

16/12/21 – Devon Communities Together - Your Christmas LOVE Devon update

16/12/21 – TDC - Latest Grant Funding Opportunities List 15th December 2021

16/12/21 – Devon Communities Together - Omicron Emergency Boost and Winter Pressures Briefing

21/12/21 – TDC - Coronavirus Guidance - Update from Torridge District Council

21/12/21 – Devon Communities Together - Community Emergency Plans - prepare your community for emergencies

21/12/21 – ICO - Latest news from ICO

21/12/21 – TDC - Torridge Council receive "Community Partner of the Year" Award

21/12/21 – Cllr Saywell - FW: Please be cautious about socialising this Christmas; COVID-19 booster programme speeds up in Devon and we're here if you need help over the festive period...

21/12/21 – Cllr Saywell - FW: Stakeholder vaccination briefing

22/12/21 – TDC - Torridge and North Devon Council run Crematorium donates £15,000 to Over and Above Charity

22/12/21 – Healthwatch Devon - Healthwatch Devon E-bulletin 23 December

30/12/21 – NDHT - Stakeholder update from Northern Devon Healthcare NHS Trust, December 2021

30/12/21 – Cllr Saywell – Merry Christmas

30/12/21 – Cllr Saywell - FW: Help everyone this Christmas by testing, £1 billion in support for businesses most impacted by Omicron, Plenty of booster slots available

30/12/21 – TDC - Torridge Council Leader Encourages Affected Businesses to make use of amended £228K Support Grants package to be launched 6th January

05/01/22 – PCSO Baker - Livestock Road Safety

05/01/22 – TDC - Net Zero Visions Workshop. Bringing together communities with creative professionals and net-zero transition experts.

05/01/22 – TDC - Carbon Savvy Resolutions - #1 - Be a carbon saver in 2022!

10/01/22 – ODCTG - Newsletter 73

10/01/22 – TDC - Start 2022 by keeping fit or learning a new skill and join Northam Burrows Rangers in some of their upcoming conservation work or hosted courses

10/01/22 – NDHT - Stakeholder update from NDHT: Dame Shan Morgan appointed Chair of RD&E and NDHT

10/01/22 – DCC - Share more, waste less with OLIO, the free food sharing app! 🍴

10/01/22 – TDC - Social Media Posts for wider Distribution

10/01/22 – DCC - Road works information

10/01/22 – DCC - Help reduce risk for the sake of others as COVID-19 cases rise in Devon

10/01/22 – DALC - Promoting Vaccination sites and service times in your area.

10/01/22 – TDC - Council Launch Latest Business Support Funds

11/01/22 – Cllr Saywell - FW: Devon vaccination briefing

11/01/22 – Devon Climate Emergency - January Newsletter