

Winkleigh Parish Council.

**Draft Minutes of the Meeting of
Winkleigh Parish Council
held on Monday 27th November
At Winkleigh Community Centre, Castle Street, Winkleigh. EX19
8HU at 7.30pm**

**Email: clerk@winkleighpc.org
Council Members**

Website: www.winkleighpc.org

Cllr Angela Findlay Chair Cllr Alex Phillips Vice- Chairman	Cllr Greg Goldsworthy Cllr Alan Jacobs Cllr Andy Keys	Cllr Benjamin Roth Cllr Andrew Warner Cllr Jason Roberts Cllr Josh Rickard
--	--	---

**Also Present; Cllr Andrew Saywell (Devon County Council); Cllr Simon Newton (Torridge District Council) and Alan Matthewman (Parish Clerk)
And four members of the public**

The Council requires 4 voting Members to be quorate.

1-11-23 The Chair declared the meeting open at 7.30pm

2-11-23 Apologies for Absence: Cllr Odulinski had apologised for being unable to attend.

3-11-23 Declaration of Interests. Cllr Goldsworthy declared he had no longer had an interest as a trustee of the Sports Centre and that as he was stepping down from that role.

4-11-23 Adjournment for Public Participation. The Chair opened the session for questions by members of the public.

One member stated that she had been unable to download either a copy of the minutes of the previous meeting or the agenda for this one. It was felt that the change to the new website might have been the problem.

Another member raised the issue of the need for a children's bin for Elm's Meadow. The clerk undertook to find some details of appropriate bins.

It was noted that proposals for the play area at the Sports Centre were due for discussion.

Also raised was progress on the bollard which the clerk confirmed had been raised with DCC highways and WPC were awaiting a response.

Another member was there hoping to apply for a position on the council and confirming that he was prepared to join as and when a vacancy became available.

5-11-23 County Councillor Report – The Chair invited Councillor Saywell to make his report on behalf of DCC.

Councillor Saywell began by stating that the discussions between Torbay, Devon CC and the Government regarding devolution were almost complete with the final agreement expected within weeks. £16 million per year for a variety of development projects with similar sums available in the coming years. Because of the cancellation of HS2 additional funding would be available for road and rail infrastructure in the county. Up to £208 million would be available in period up to 2034.

The mobile library decision was confirmed at closure in Feb 2024 with the council moving to expanded use of existing town libraries as central sources of supply to a mix of community libraries and local reception centres alongside digital access.

Finally, the possibility of an expanded 20mph area for the village was discussed. Cllr Saywell's view, shared by others, was that there would not be any additional speed restriction of the A3124 and other through roads, but consideration could be given to that at some future date. His personal views were against proliferation of small areas of restriction, due to clutter and cost of signage, and a concern that they would not be approved in the area of Torrington Road due to lack of compliance. The cost of doing the restriction would be at least £5000 compared with a cost of £300 for gateway signage. Conclusion was to possibly put in a bid on the next application round, or take action for Winkleigh to self-fund the project at a cost in excess of £5000. The situation would no doubt be reviewed again at some future date.

The Chair thanked Councillor Saywell who left the meeting shortly thereafter.

6-11-23 District Councillor's Report

The Chair then invited Councillor Simon Newton to present his report from Torrridge District Council.

Cllr Newton began by confirming the situation on the speed limit but referred to the anomalous position of the Four Seasons Chalet Park, which is well outside the urban area and should have a protected walkway into the village as the road is not fit for pedestrians.

He also felt that if they wanted a 20MPH then the whole village should be converted.

TDC had issued a consultation document on the 5-year fund and was also busy on the Levelling Up Funds where Torrridge one of 20 qualifying areas in England for a pot of £400 million. Project is being run externally who will visit in March to assess the situation in Torrridge. Objectives are to identify strategic Long-term improvements that can be made in areas of education, health and local industry.

He had attended the opening of Sully House. An office block bought by TDC and converted to a short-term emergency hostel with 6 self-contained pods.

He still had money available from his councillor fund for local grants for use within this council year. Attended Devon Together meeting and supplied a copy to the clerk.

In the follow-up to the Greatwell Park consultation which he felt had been well organised and conducted in a professional manner. He had had a follow-up meeting with the planning side and would be informed as soon as there was any progress on the site. The Planning Officer was of the impression that the English Heritage objection was strong. Cllr Alan Jacobs confirmed that he had been assured that if the development went ahead, then the sewer from the Cemetery Bungalow would be connected to the mains on the site. Regarding Levelling Up monies, the brutal truth was that if the alternative government was elected before the money was committed then no funding streams could be guaranteed for the south-west.

7-11-23 Resolution to be proposed to elect an additional co-optee to the council.

The chair confirmed that there was a single vacancy for the single available seat, namely Adam Wannacott. He introduced himself as belonging to a long-established member of the farming community, which would broaden the base of the council. He had been proposed by Cllr Greg Goldsworthy who confirmed his recommendation to his fellow members. There being no other candidate **Councillor Goldsworthy Proposed, Seconded by Cllr Jacobs that Adam Wannacott be duly co-opted as a member of Winkleigh Parish Council** with effect from the next full council meeting. The clerk was asked to arrange for the Consent to Serve and the Declaration of Interest forms to be completed before that meeting.

8-11-23 Minutes of the meeting held in October 2023 to be read and approved.

Cllr Goldsworthy confirmed that he was in attendance, although omitted from the list at the top. Apologies had been received from Cllr Findlay.

Cllr Warner moved, seconded by Cllr Keys, that the minutes be accepted as a true record of the meeting. Approved as a true record with two abstentions. On a point of order Cllr Roth requested that he be informed when proposals needed to be Proposed, when a Secunder was also needed

and when a decision could be reached by council without a record of either. This would be determined when a decision was reached on new Standing Orders.

9-11-23 Matters Arising from the Minutes to be considered if not addressed in this Agenda. The Chair requested any matters arising. Cllr Roth stated that there were some items not included and some included that had been settled as regards the agenda for the current meeting. The Clerk again repeated that, as he had stated in the notes attached to the agenda, he had not had full exposure to the previous minutes and had therefore included all items on which he had no real information and had not included matters not raised by councillors in advance. He felt he was entitled to some consideration in this matter on his first meeting and was disappointed not to receive it from Cllr Roth on this occasion.

Cllr Jacobs had asked for costs relating to the Playground at the Sports Centre.

Cllr Roth suggested that we proceed with the purchase of a child friendly bin for the children's play area in ~~Elm Fields~~ Elms Meadow and, if necessary, one that can be emptied into the TDC supplied bin so TDC will continue to empty it. The Clerk would talk to TDC to confirm their policy in this matter.

10-11-23 Talking Bench

The Council recognised that it was urgent to make a decision on the acquisition of suitable bench(es). The options were a new bench for Hollocombe which the children want to shelter in whilst waiting for the school bus. Highways Authority have no objection since it is a restricted weight road. The other option was for a circular bench round a tree in the area. Cllr Findlay stated that the tree in question had now had a TPO placed on it. For this reason, Council decided that the option was no longer viable and discussion turned to a covered bench at Ring O' Bells. Agreed that this should be examined to prepare a costing for this as well as the Hollocombe bench which should be dedicated to retired Councillor In place of the talking bench.

11-11-23 Community Fair

All councillors reported on a very successful event which had been well supported by exhibitors and the public. It was hoped that it would continue to be held and achieve growing success. Cllr Goldsworthy confirmed that he had the information from the site to build a directory as had previously been discussed. In discussion Councillors agreed that the Winkleigh Society already had a very successful one on its site and therefore there was no need for council to duplicate this.

12-11-23 Progress on New Website

Cllr Goldsworthy reported that the site was largely up and running with all the new e-mails running on the Ionos webmail facility. It was clear that promotion was needed to make the change visible to occasional users. Later in meeting it was agreed that the clerk's old e-mail address be retained for 12 months with information on the changed e-mail and web-site addresses (see below 19-11-23)

13-11-23 Employment Committee –

- 1: Appointment of the New Clerk with effect from 1-11-23, Alan Matthewman was noted
2. To Approve SLCC Membership for the New Clerk effective from 2024.
Membership will be shared pro rata between 4 councils. Estimated cost c.£100. Approved unanimously.
3. To Approve the Renewal of Microsoft Membership £59.99: Proposed by Cllr Goldsworth, seconded by Cllr Findlay and approved unanimously

14-11-23 Planning

1. Applications for Consideration -None Received

2. Decisions for Information – None Advised

The chair requested that members of the Planning Committee keep December 13th available in case urgent decisions are needed.

The Clerk apologised as he had a meeting of HB Council that evening

15-11-23 Finance

1. To Approve the Schedule of Payments and Receipts Since the last Meeting

An invoice had been received from Vision IT for an e-mail hosting through 2024. It was agreed to retain this facility for 12 months to help transition to the new system.

2. To Approve Bank Reconciliation at 30-09.23 not available due to late receipt of bank statements

3. To Approve the Quarterly Budget Comparison to 30th June 2023 Appendix and to discuss draft budget 2024-25 Held over for finance meeting on Wed 6th December

4. Banking Arrangements – (Deferred to January meeting)

16-11-23 Request DCC to Extend the 20 mph Limit Restricted Road Order 6072 – Cllr Findlay

Dealt with above 5-11-2023.

17-11-23 Walking Winkleigh – Cllr Warner Proposal for a Working Group for Pedestrians and Traffic in Winkleigh. Detail: to pick up the Gateway Signage work, footpaths and footpath planning and road crossing, School junction, others as appropriate. Consider progress.

Letter regarding bollards still awaited from Highways. A survey had been done and the group is working on a village map and plan led by Cllrs Warner and Phillips. Agreed that the group should organise periodic walks to confirm that all public footpaths were open and in a usable condition and report back to DCC.

Cllr Phillips agreed to seek an up-to-date map of footpaths from DCC from Public Footpaths Department

18-11-23 Resolution to define length of meeting notice to members and the public and consequent requirement of dates for receipt by the clerk of proposals or reports from councillors to be tabled at the meetings.

Decision to be incorporated in Winkleigh PC Standing Orders.

Proposed that in practical terms the clerk sends out the agenda with 5 clear working days before the meeting. This would require councillors to get requests to the clerk three days previously. For example, a Wednesday meeting would require despatch by the clerk on the previous Wednesday with receipt by the clerk from Councillors by the Monday.

Cllr Findlay Proposed and Cllr Goldsworthy and approved unanimously. It was agreed that this would be agreed as standard practice although not, at this time, built into Standing Orders.

19-11-23 Secure Webspaces – Parish Council Document Storage and Joint Document Working – Cllr

Cllr Warner explained the use of HiDrive on the Ionos system which is currently priced at £2.50 per month for the first year and £7 per month.

Cllr Phillips recommended that all councillors consider personally registering with the ICO.

The clerk stated that he was not personally registered but would enquire of the ICO their position on the matter.

20-11-23 **Being Part of Winkleigh** – The procedure for making members and the public aware of recording of the meeting. The Clerk pointed out that the permission of all parties to record the meeting was a statutory duty and should be seen as normal. Nevertheless, Council felt that notice should be given ahead of each meeting.

21-11-23 **Members Reports/Questions** – None Received

22-11-23 **Date of Next Meeting – to be determined**

23-11-23 **Close of Meeting Part I** The Chair declared the open meeting closed and asked members of the public to leave the meeting.

EXEMPT SESSION

Confidential Matters (PART II) Public Bodies (Admission to Meetings) Act 1960 s1 (2)

24-11-23 **Cemetery -**

1. **Bungalow Remedial Works** – Cllr Warner confirmed the repairs had been done to the tenant's satisfaction
2. **Management of the Bungalow –**
 - a) **Rent Review** had been completed and implemented in the summer
3. **Management of the Cemetery**
 - a) **Report by the Cemetery Group**
 - b) **Shed Roof – Storm Damage Insurance Claim** – Clerk was instructed to check if a claim had been made.
 - b) **Ditch and Drain Maintenance Quotations** – additional quotation awaited.

25-11-23 **Close of Meeting Part II**