

COFFINSWELL PARISH COUNCIL - MINUTES
THURSDAY 21 MAY 2020 – HELD VIA ZOOM

Present: Cllr Wills (Chair), Avery, Berry, Brent and Parkes
 Cllrs Dewhirst (DCC) and Haines (TDC)

Also present: Rachel Avery (Clerk)
 Juliette Thompson (Clerk from 01 June 2020)

No	Subject	Comments
1	The Chairman will open the Meeting and receive apologies.	Cllr Wills opened the meeting at 19.17. There were no apologies.
2	To consider and approve the virtual meeting policy.	Cllr Wills PROPOSED that the virtual meeting policy be accepted. This was SECONDED by Cllr Avery and APPROVED.
3	To declare any interests arising at this meeting.	There were no interests to declare.
	<i>The Council will adjourn for the following items:</i>	
4	<u>Public Question Time:</u> A period of 5 minutes will be allowed for members of the public to ask questions or make comment regarding the work of the Council or other items that affect Coffinswell. <u>County and District Councillors' Reports</u> <u>Police Report</u> <u>NHW Report</u>	There were no members of the public in attendance. County Cllr Dewhirst's report forms part of the minutes. District Cllr Haines reported that TDC held their first virtual meeting this week. A virtual planning meeting is scheduled for 09 June, with additional planning meetings taking place over the coming weeks to catch up on the backlog of applications. He reported that the first consultation period of the Local Plan is currently taking place. There was no police report. There was no NHW report.
	<i>The Council will convene to conduct the following business:</i>	
5	Approval to consider, amend as agreed by the Council and approve the minutes of the following minutes: 19 March 2020 28 April 2020 (Personnel)	It was RESOLVED to APPROVE the minutes. It was RESOLVED to APPROVE the minutes.
6	Enforcement Issues.	Cllr Brent reported that the shed at Normans had been reported as there had been no information regarding its development. It was NOTED that the TDC enforcement officer had been furloughed. It was NOTED that the drain outside Normans had been filled with concrete. DCC have been notified and will be investigating with a jetter and camera. Cllr Brent reported that he had excavated the silt from the area and asked if ploughing of the verge could be investigated. County Cllr Dewhirst reported that DCC are trying to regain the knowledge of previous lengthsmen and had recommenced ploughing of verges last year. He stated that Skanska had pulled out of all county council contracts and a new contractor would be required. There was discussion regarding TPOs in the village. Cllr Brent PROPOSED that a letter be written to TDC regarding this. This was SECONDED by Cllr Wills and APPROVED. Action: Clerk to contact TDC.
7	To note that current council projects will be suspended until the current lockdown is lifted to allow for community meetings: - Climate Change - Neighbourhood Plan	This was NOTED.

8	To note the postponement of the Annual Parish Meeting and to consider a new date.	It was NOTED that the Annual Parish Meeting had been postponed. A new date would be considered as and when lockdown starts to ease.
9	Finance: <ul style="list-style-type: none"> To agree accounts for payment To approve the Annual Accounts 2019/20 To consider and approve the documents for the 2019/20 annual external audit: <ul style="list-style-type: none"> Annual Governance Statement 2019/20 Accounting Statements 2019/20 	<p>Cllr Wills PROPOSED that the accounts for payment be agreed. This was SECONDED by Cllr Brent and APPROVED.</p> <p>Cllr Wills PROPOSED that the annual accounts be approved. This was SECONDED by Cllr Brent and APPROVED.</p> <p>Cllr Wills PROPOSED that the Annual Governance Statement be approved. This was SECONDED by Cllr Brent and APPROVED.</p> <p>Cllr Wills PROPOSED that the Accounting Statements be approved. This was SECONDED by Cllr Brent and APPROVED.</p>
10	Funding and Grants.	There was nothing to discuss.
11	Engaging with the community.	There was nothing to discuss.
12	Footpaths and Highways.	<p>The clerk had received a request to remove a deer carcass in the village. Cllr Wills had attended the location, but the carcass was no longer there.</p> <p>It was NOTED that gate at footpath one had failed, but DCC would organise and pay for a replacement.</p> <p>Cllr Wills reported that he would fix the post at Kerswell Hill.</p> <p>It was NOTED that Mr Vince Flowers had offered to undertake footpath maintenance. He was thanked for volunteering. Action: Cllr Brent to arrange strimming course as soon as possible.</p>
13	To discuss requirements for the new clerk.	It was NOTED that the clerk did not require any equipment and her employment with the council would commence on Monday 01 June 2020.
14	To note any correspondence received.	<p>Consideration was given to the initial consultation, which deals with policies rather than site allocation. It was NOTED that the policies should directly link with the climate emergency. It was AGREED that the following comments be sent to TDC regarding the Local Plan Review: Whilst the parish council notes and welcomes the advances in the plan towards climate change, it would like to see TDC go further in terms of addressing this major issue. Action: Clerk to send comment to TDC.</p>
	<i>The Council will adjourn for the following item:</i>	
15	Public Question Time: 10 minutes.	There were no members of the public in attendance.
	<i>The Council will convene to conduct the following business:</i>	
16	To note the date of the next meeting: Thursday 16 July 2020.	This was NOTED. The meeting was closed at 20.34.