

# KENTON PARISH COUNCIL

## Minutes of a Meeting of the Parish Council held on Zoom on Wednesday 8 July 2020 at 7.00pm

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### Present

Cllr Thompson (Chairman), D Appleton, D Blount, H Bright & G Dare

### Also present

Suzanna Hughes (Clerk), Cllr Connett and one member of the public

**The meeting was opened by the Chairman at 7.00pm.**

### 200708.01 Resignation and Apologies for Absence

1.1 Members received the resignation of Cllr Feller.

1.2 Apologies were received from:

- Peter White

### 200708.02 Open Forum

No comments.

### 200708.03 Declarations of Interest & Requests for Dispensations

Members were reminded of their responsibility to continually update their Notice of Registerable Interests and invited to state whether they have any interest in the items to be discussed during this meeting in accordance with the Council's Code of Conduct.

There were no declarations of interest or requests for dispensation.

### 200708.04 Ratification of Minutes

Members received the minutes of the Parish Council meeting on 10 June 2020. It was agreed unanimously that those minutes are signed by the Chairman as a true and correct record of the meeting.

### 200708.05 Reports

#### 5.1 Police Report

No report was received.

#### 5.2 District/County Councillor's Report

Cllr Connett reported that he had followed up a query regarding the proposed car park party at Powderham Castle in early July. Current live events have been postponed until 14 & 15 August but the drive-in cinema is still currently taking place 5 July as permitted by the legislation.

#### 5.3 Village Tidyman's Report

Members received the following written report:

- The yellow hatched box lines at the entrance to and from the Castle need refreshing on the A379.
- The benches at the cemetery have now been fixed.
- The drains in Mamhead Rd were cleaned last week.

- The surface of the path in Mamhead Rd leading to the school is very pitted as the children could easily trip.
- The wall by the stream has got problems and is being held up by pallets. The Parish Council is aware of this.
- Whilst TDC have cleared the stream down to Slittercombe Lane, the stream from the Pumping Station down to the river is very blocked with weed and flooding could occur if we have some heavy rain. It needs clearing by Powderham Estate.

#### 5.4 Delegate Reports

##### 5.4.1 Dementia Friendly Village

Cllr Blount advised that he had been asked to look in to an enquiry from Arts 4 Dementia who are collating a directory of creative and wellbeing opportunities which are open to those in the early stages of dementia in Devon and they are hoping to include Kenton Dementia Friendly Village. Cllr Blount advised that they were wishing to highlight the Reflections Café for those with early stage dementia.

##### 5.4.2 Community Forum/Playing Field

No report.

### 200708.06 Finance and Governance

6.1 Members received the invoices for payment and it was agreed unanimously that the payments as listed are approved (attached).

6.2 Audit 2019/20:

6.2.1 Members received and noted the year end bank reconciliation.

6.2.2 Members received and noted the internal auditor's report to agree that this Council is confident that the internal audit arrangements provided by Lee Accounting (South West) Ltd provides excellent reassurance for the public that the financial systems are robust and fit for purpose and to continue with their appointment as the Internal Auditor to the Parish Council.

6.2.3 Members completed, approved and authorised the Chairman and Clerk/RFO to sign Section 1 of the Annual Return (Annual Governance Statement 2019/20).

6.2.4 Members received, approved and authorised the Chairman and Clerk/RFO to sign Section 2 of the Annual Return (Accounting Statements 2019/20).

6.3 Members noted the consultation on the Model Code of Conduct . It was agreed that if members had any comments they would submit them to the clerk.

### 200708.07 Planning

7.1 **New applications/appeals:**

None

7.2 **Decisions:**

None

### 200708.08 Village Maintenance

Members discussed the ongoing maintenance of the village and whether the Village Tidyman should return to work having being furloughed since April. It was agreed that as Peter works by himself in the open air and can therefore distance himself from others it would be safe for him

to return. It was agreed that the Chairman and the Clerk would carry out a risk assessment and the clerk would write to Peter to advise of the decision. He would return to normal duties on 13 July.

**200708.09 Trees on East Town Lane**

Members were informed that DCC has confirmed that the Parish Council owns the now disused road behind properties on East Town Lane. It was therefore agreed that the Parish Council is responsible for the trees. After brief discussion it was agreed to request some advice from TDC's Arboricultural Officer regarding the alleged shading and damage to the boundary wall behind 3 and 7 East Town Lane.

It had also been observed that a lorry had recently struck a large tree on the hill and knocked off some branches. It was also agreed to seek advice on whether work was required to this tree.

**200708.10 Kenton Village Allotments**

The clerk advised that she had still not heard from the solicitors regarding the underlease but would follow it up.

**200708.11 Playing Field/Hard Court**

Members discussed the reopening of the play equipment. It was agreed that the play area should be reopened as soon as possible. In order to do this safely, it was agreed to ask Richard Grave to remove one of the junior swings and that a notice should be placed on each piece of equipment. Members approved the wording of a proposed notice advising users, amongst other things, that they would be using the facilities at their own risk and that the equipment is not cleaned or monitored.

Members also noted the safety report which Richard had recently completed following the period of closure. The repairs to the junior swings have been carried out. He also indicated that there is a boggy area around the goal posts. It was agreed that this is the responsibility of the school.

**200708.12 Highways & Footpaths**

It was noted that Powderham has cut the hedge along the footpath towards South Town however the base remains uncut and is protruding into the pavement making it awkward for pedestrians. Cllr Connett offered to take this up with DCC.

**200708.13 Members' items for information or general discussion, for inclusion on future agendas and/or items requiring urgent attention**

*[Members were reminded that they have not received the statutory notice of this business to be transacted and should therefore recognise that any decision made may be taken to be unlawful if challenged in the future]*

Members discussed the collapsed stream wall to the rear of 10 & 12 Victoria Close. TDC has advised that the wall is owned by those properties and they are aware of their responsibilities. TDC advised that they would discuss the matter with DCC's Flood Risk Management team regarding temporary and permanent works. Cllr Connett offered to follow up with TDC to find out what they are doing to expedite the repairs.

**200708.14 Correspondence**

14.1 Members received a request from All Saints Church for a grant towards the cost of repairing the church clock. The estimate for the repair is £708. After discussion, it was agreed to grant the sum of £250.

**200708.15 Date of Next Meeting**

The next meeting of the Parish Council will be held on 9 September 2020 at 7.00pm on Zoom.

The meeting closed at 8.17pm.

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**Chairman**

## **8 July 2020**

### **Item 6:**

#### **Expenditure**

<b>Cheque no</b>	<b>Payee</b>	<b>Details</b>	<b>Amount</b>
Standing Orders	Salaries	July	£702.17
Online	S Bradford	Grass cutting	£350
Online	HMRC	PAYE (Q1)	£203.20
Online	Lee Accounting (SW) Ltd	Internal audit	£240
Online	R Grave	Repairs to junior swings	£28.99
Online	Devon Partnership NHS Trust	Hanging baskets	£172.80

#### **Income (5 June – 3 July 2020)**

<b>Date received</b>	<b>Received from</b>	<b>Details</b>	<b>Amount</b>
8 June 2020	HMRC	Job Retention Scheme	£257.88
16 June 2020	Cemetery	Headstone installation	£150
2 July 2020	HMRC	Job Retention Scheme	£257.88

#### **Bank Balance at 3 July 2020**

<b>Current account</b>	£42,461.35
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