

**Minutes of the Virtual Annual Fremington Parish Council Meeting Held on
Tuesday 4th May 2021 at 7pm via Zoom**

Present: Cllrs S Kingdom (Chairman), S Adams, J Bell, F Biederman, J Cann, L Goodger, S Haywood, C McCormack-Hole, M Scott, B Sherborne, T Steer and H Walker

Mrs V Woodhouse, Executive Officer
Mrs E Steer, Administration Officer
Miss N Wuttke-Keary, Administration Apprentice
Cllr J Mackie, North Devon Council
Mr D Dixon, Co-option Candidate

2 Members of the public

2105/01 **Election of Chairman for 2021/2022**
It was **resolved**, with no votes to the contrary, to elect Cllr Kingdom as Chairman for 2021/2022.

Cllr McCormack-Hole thanked Cllr Kingdom for her service to date as Chairman and expressed that Cllr Kingdom has represented the Council well.

2105/02 **Declaration of Office – Chairman**
The Chairman read and signed the Declaration of Acceptance of Office.

2105/03 **Election of Vice-Chairman for 2021/2022**
It was **resolved**, with no votes to the contrary, to elect Cllr McCormack-Hole as Vice-Chairman for 2021/2022.

2005/04 **Apologies**
Cllrs A Rennles and C Connell.

2105/05 **Declarations of Interest**
Cllr Adams declared a Personal Interest in Item 2105/22 Planning Application 73086 as the Police will be based at the site.

2105/06 **Chairman's Announcements**
The Chairman explained that County Cllr Matthews was not standing in the forthcoming election and on behalf of the Parish Council expressed thanks to his service as County Cllr.

2105/07 **Public Participation Period**
None.

2105/08 **County and District Councillors' Reports**
Cllr Biederman explained that he had sent an email to the Executive Officer following the Planning Committee Meeting which would be circulated to members, the Yelland Power Station Planning Application had been deferred for further information and the Solar Farm approved subject to conditions.

Cllr Cann was reporting on behalf of the Bickington Ward Members, the ward members had also attended the Planning Committee meeting as they will have an impact on Bickington. A “new road layout” sign at Ellerslie which had blown over in the winds had been removed as it was dangerous and a tree opposite the entrance to Elmfield on the main road which backs onto Mead Park Close has died and will be removed as it is now dangerous, Cllr Cann believes it has been wilfully damaged.

Cllr Mackie reported that the Yelland Power Station Planning Application will be considered again at the June Committee Meeting. NDC is taking part in “No Mow May” as part of NDC’s Climate Action and asked if the Parish Council’s Maintenance and Amenities Operative could clear the vegetation around the dog bin opposite the entrance to the Yelland Power Station.

2105/09

Police

None, it was noted that there was a Full Council meeting last week with a detailed report.

2105/10

Co-Option – Bickington Ward

One application for Co-option had been received from Mr David Dixon. Mr Dixon gave a short presentation in support of his application and Cllrs had the opportunity to ask questions.

Cllr Walker left the meeting prior to the vote.

It was **resolved**, with no votes to the contrary, to Co-opt Mr David Dixon to the Parish Council for the Bickington Ward.

Cllr Walker returned to the meeting.

Cllr Dixon signed the Declaration of Acceptance of Office at the meeting.

2105/11

To approve and sign the minutes of Fremington Parish Council meeting held on Monday 26th April 2021

It was **resolved**, with no votes to the contrary, to approve and sign the minutes of the meeting held on Monday 26th April 2021 as a correct record.

2105/12

To receive, and to ratify the decisions therein, the minutes of the following Committee meetings

- Parks & Playing Fields Committee meeting held on Thursday 29th April 2021

It was **resolved**, with no votes to the contrary and one abstention, to receive and ratify the decisions therein, the minutes of the Parks & Playing Fields Committee meeting held on Thursday 29th April 2021.

- Finance & Personnel Committee meeting held on Thursday 29th April 2021
It was **resolved**, with no votes to the contrary and two abstentions, to receive and ratify the decisions therein, the minutes of the Finance & Personnel Committee meeting held on Thursday 29th April 2021.

- Tews Lane Committee meeting held on Thursday 29th April 2021
It was **resolved**, with no votes to the contrary and one abstention, to receive and ratify the decisions therein, the minutes of the Fremington Quay Committee meeting held on Thursday 29th April 2021.

2105/13 **Annual Report**

The Annual Report was circulated prior to the meeting and included the following reports from outgoing Committee Chairmen:

- a) Chairman's Report
- b) Finance and Personnel
- c) Fremington Quay
- d) Footpaths Committee
- e) Tews Lane Committee
- f) Parks and Playing Fields Committee
- g) Neighbourhood Plan Steering Group
- h) Climate Emergency Working Party

It was **resolved**, with no votes to the contrary, to note the Annual Report.

2105/14 **Revision of Standing Orders**

Standing Orders were reviewed, and no amendments proposed.

2105/15 **Revision of Financial Regulations**

Financial Regulations were reviewed, and no amendments proposed.

2105/16 **Revision of Code of Conduct**

The Code of Conduct was reviewed, and no amendments proposed.

2105/17 **Assets and Lease Arrangements**

A copy of the Council's Asset and Lease Arrangements had been circulated with the agenda. It was **resolved**, with no votes to the contrary and one abstention, to note the Council's Assets and Lease Arrangements.

2105/18 **Membership of Committees**

- a) To appoint seven Councillors to serve on the Environment and Community Committee

It was **resolved**, with no votes to the contrary, to appoint Cllrs Walker, Rennles, Cann, Bell, Dixon, Goodger and Haywood to the Environment and Community Committee.

- b) To appoint seven Councillors to serve on the Parks and Open Spaces Committee

It was **resolved**, with no votes to the contrary, to appoint Cllrs Scott, Cann, Adams, Connell, Steer, McCormack-Hole and Haywood to the Parks and Open Spaces Committee.

- c) To appoint seven Councillors to serve on the Fremington Quay Committee
It was **resolved**, with no votes to the contrary, to appoint Cllrs Walker, Cann, Bell, Sherborne, Kingdom, Dixon and Biederman to the Fremington Quay Committee.
- d) To appoint five Councillors to serve on the Tews Lane Committee
It was **resolved**, with no votes to the contrary, to appoint Cllrs Walker, Cann, McCormack-Hole, Sherborne and Kingdom to the Tews Lane Committee.

2105/19

Parish Council Representatives

To appoint representative to:

- a) Fremington Parish Hall Management Committee (1)
It was **resolved**, with no votes to the contrary, to appoint Cllr Scott.
- b) Tomlin Hall Management Committee (1)
It was **resolved**, with no votes to the contrary, to appoint Cllr Steer.
- c) Devon Association of Local Councils (1)
It was **resolved**, with no votes to the contrary, to appoint Cllr McCormack-Hole.
- d) Fremington Quay Environment Group (1)
It was **resolved**, with no votes to the contrary, to appoint Cllr Walker.
- e) Muddlebridge & Babbages Allotment Association (1)
It was **resolved**, with no votes to the contrary, to appoint Cllr Rennles.
- f) Taw & Torridge Estuary Forum (1)
It was **resolved**, with no votes to the contrary, to appoint Cllr Bell.
- g) Fremington Local Nature Reserve Management Committee (1)
It was **resolved**, with no votes to the contrary, to appoint Cllr Adams.
- h) Tree Wardens for Fremington/Yelland and Bickington/Roundswell (2)
It was **resolved**, with no votes to the contrary, to appoint Cllr Bell for Fremington/Yelland and Cllr Sherborne for Bickington/Roundswell.
- i) Snow Warden Co-ordinator (1)
It was **resolved**, with no votes to the contrary, to appoint Cllr Walker.
- j) Healthwatch Assist Network (1)
It was **resolved**, with no votes to the contrary, to appoint Cllr McCormack-Hole.
- k) Climate Emergency Working Party Lead Member (1)
It was **resolved**, with no votes to the contrary, to appoint the Chairman of the Environment and Community Committee as the lead member.

It was noted that Cllr Cann would continue as the Parish Cllr Advocate for the Police and Crime Commissioner.

2105/20

Councillor Attendance

The Councillor attendance for 2020-2021 was circulated prior to the meeting and it was **resolved**, with no votes to the contrary, to note the attendance.

2105/21

Preparing for the return of Face-to-Face Meetings

Members were informed that following the Full Council Meeting on the 26th April 2021 the High Court Decision to dismiss the case had been released meaning that all Council and Committee meetings are required by law to resume in a physical format from the 7th May 2021. Members considered the information, government advice on the safe use of council buildings, which included information and guidance on meetings, and the options available, along with a quotation to allow the public to join remotely. Members felt that it would be irresponsible and put the Cllrs, staff and public at an unnecessary risk to meet physically and the Council should not be meeting inside when restrictions prevent other gatherings for safety reasons and to reduce transmission.

Members were further informed that the June meeting would need to be a physical meeting to agree the Annual Governance and Accountability Return (AGAR) as this cannot be delegated to an officer, it was noted that the meeting could just deal with this item and be held socially distanced at the rear of the Beechfield Centre to mitigate the risks as far as possible.

Members felt that their duty of care to Cllrs, staff, and members of the public and the risks involved outweighed the necessity for meetings at this time and it was **resolved**, with no votes to the contrary, to:

1. Delegate all functions and decisions in relation to the running of the Parish Council and including Committee business to the Executive Officer in consultation with the Chairman of the Council and Chairman of the Finance and Personnel Committee.
2. For the Executive Officer to seek recommendations from Committees on decisions relating to Committee business when exercising delegated powers.
3. For the Executive Officer to review the delegated functions as restrictions ease in consultation with the Chairman of the Council and Chairman of the Finance and Personnel Committee.
4. To hold a Full Council meeting on the 7th June 2021 at the rear of the Beechfield Centre just to approve the AGAR and associated paperwork.
5. To purchase the equipment as per the quotation and advice from Alchemy to allow members of the public and staff if necessary, to join future meetings remotely.

2105/22

North Devon Council – Planning Applications

North Devon Council, the determining Authority, has asked for comments from this Parish Council on the following planning applications:

It was formally noted that participation of the Councillors who are also members of NDC in both the debate and subsequent vote (in respect of any of the above, were preliminary taking account of the information matters) was on the basis that the views expressed made available at the time to the Parish Council. The District Councillors were reserving their final views on the applications until they were in full possession of all the relevant arguments for and against.

73086 Proposal: Reserved matters (appearance and landscaping) application for formation of site plateaus, using site won material to allow for future development (hybrid application outline for mix of B1, B2 & B8 uses full planning for new access road for outline planning permission 62879)

Location: Roundswell Business Park, Roundswell

Applicant/Agent: Mr I Guy

It was **resolved**, with no votes to the contrary, to recommend APPROVAL.

2105/23

Councillors Questions

Cllr Sherborne had been asked by residents if it was true that the Parish Council would be removing the play area at Ellerslie. It was noted that this was not true, the youth shelter did have a notice placed on it about being removed if anti-social behaviour continued, it was further noted that this may have to be removed soon due to safety concerns, and the Council was investigating funding to upgrade and enhance the play area.

Cllr Walker asked if the owners of the car park in front of the shops in Higher Road could be asked to re-mark and make the access point for wheelchairs and pushchairs safer.

Cllr Biederman asked if the Council could pursue the graffiti that has been taking place around the Parish with the Police as it will be a substantial cost to the taxpayer to remove and seems to be an ongoing issue.

Cllr Dixon asked if there were trail cameras that could be used to fine people regular dropping litter in the same locations. It was agreed for the Executive Officer to put Cllr Dixon in touch with the Neighbourhood Officer at NDC.

Cllr Scott asked if the design of the litter bins around the parish council be investigated to prevent rubbish from blowing out or being attacked by seagulls. It was noted that NDC had set up a group to look at litter strategy and would be looking at litter bins.

Cllr Bell asked if something could be done to prevent disposable BBQs.

Cllr McCormack-Hole explained that she was investigating the provision of children's dental care.

Cllr Steer asked if he could join the North Devon Public Transport Users Group, it was noted that the request would be submitted to the group.

Cllr Kingdom thanked Cllrs for electing her again as Chairman, Cllr Kingdom was honoured to be re-elected.

There being no further business the meeting closed at 8.20pm.

Signed

Dated

DRAFT