

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 Annual Meeting to be held at 7.30pm on Tuesday 18th May 2021, in the Baxter Hall, Petrockstowe, to which Parishioners are invited and welcome to attend, to discuss the following business. (Please note, no paper copies of Agenda or past Minutes to be provided at the meeting, please bring your own if required)

AGENDA

- 1) Housekeeping – Covid-19 guidance
- 2) **Election of Officers** Election of Chair and Vice Chair
- 3) **Apologies of Absence** To receive apologies and approve reasons for absence.
- 4) **Declarations of Interest** 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).
- 5) **Re-adoption of Council Documents** Councillors need to review, amend if necessary and readopt The Code of Conduct, Model Financial Regulations, Agreed Protocol on Audio, Freedom of Information, Model Standing Orders, Data Privacy Notice, Data Protection Policy and Volunteer Policy (available on the website).
- 6) **Public Session**
- 7) **Minutes** To consider for approval the minutes of the Parish Council Meeting (Teams) of 16th March 2021, the minutes having been previously circulated. All minutes previously approved but unsigned due to Covid-19 to be signed.
- 8) **Approval and signing of Annual Accounts**
- 9) **Planning** (for info only)
 - a) **Comments given. Application:** Ref: 1/0217/2021/FUH dated: 17th March 2021 for the proposal of Single storey rear extension at 1 New Berry Cottages, Petrockstowe, Okehampton, Devon. *Comments already sent to Planning.*
 - b) **Decision:** Ref: 1/1187/2020/LBC date: 19th March 2021 for the proposal: Demolition of barn within the curtilage of a listed building and replaced with a new dwelling together with detached garage for both new and existing dwellings at Syncocks Farm, Petrockstowe, EX20 3HE. **GRANTED**
 - c) **Comments given. Appeal:** Ref: 1/0699/2020/PIP, Appeal Reference: APP/W1145/W/21/3269210, Appeal Start Date: 13th April 2021, dated 14th April 2021 for the proposal of Construction of a single dwelling and associated works at Land South Of 1 North Town, Petrockstowe, Okehampton, Devon. *Comments already sent to appeal.*
 - d) **Decision:** Ref: 1/0217/2021/FUH dated: 7th May 2021 for the proposal: Single storey rear extension at 1 New Berry Cottages, Petrockstowe, Okehampton, Devon. **GRANTED**
 - e) **Decision:** Ref: 1/0219/2021/FUL & 1/0207/2021/LBH dated: 10th May 2021 for the proposal: Proposed workshop and garage Location: Magpie Cottage, Sheepwash, Okehampton, Devon. **GRANTED**
 - f) **Decision:** Ref: 1/0107/2021/FUL dated: 11th May 2021 for the proposal: Installation of an air source heat pump to replace existing LPG heating system at Harmony Cottage, 1 The Square, Petrockstowe, Okehampton. **GRANTED**

- 10) **Correspondence** Please see below list of correspondence e-mailed to Councillors for consideration/information.
- 11) **Matters arising from previous minutes**
 - a) **Dog Poo Bins at Petrockstowe Station** – update Clerk/Cllr Fisher
 - b) **The Laurels** – update on information rcvd – Cllr Fisher
- 12) **Current Business**
 - a) **Proposed Diversion of Footpath No. 1** – *Comments already sent to PROW*
 - b) **Clerks Salary Annual Review** – Cllr Fisher
 - c) **Maintenance of assets** – discuss condition and requirements
 - d) **Joining a meeting virtually** – Clerk
- 13) **Councillors Reports** for information if required and available.
- 14) **Finance**
 - a) **Purchase of new Clerks laptop** (£500 budget approved previously) - £429.95 (VAT of £71.66 to be reclaimed).
 - b) **SLCC membership** - £80 – approval requested
- 15) **Confirm date of next meeting**
The next PCM will be on Tuesday 20th July 2021 at 7.30pm in Baxter Hall.
- 16) **Part 2**



Fiona Lowe
Parish Clerk
12/05/2021

Correspondence sent to Councillors from 12/03/2021 – 12/05/2021 inc.

- 12/03/21 – DCC - Devon County Council (Traffic Regulation & On-Street Parking Places) Amendment Order reference IMR/B06948-5867
- 12/03/21 – TDC - New Wet Fish Counter Partnership launches at Council run Fishdock in Appledore.
- 12/03/21 – DCC - Care home outbreaks, parents urged to take up regular asymptomatic testing and free online event to help Devon's hospitality and tourism sector recover
- 15/03/21 – Cllr Saywell - FW: Devon Coronavirus Vaccination Briefing - 12 March 2021
- 15/03/21 – DCC - Your vote is safe in the Devon County Council elections, volunteers needed and more information about standing to be a Devon County Councillor
- 16/03/21 – NDDH - Stakeholder Update from Northern Devon Healthcare NHS Trust - Devon hospitals formalise alliance
- 18/03/21 – Devon Communities Together - Video footage of community projects - can you help?
- 19/03/21 – DCC - More outbreaks likely, new films share experiences from vaccination centres and high attendance in Devon schools
- 19/03/21 – Cllr Saywell - FW: Devon Coronavirus Vaccination Briefing - 19 March 2021
- 20/03/21 – DCC - A message of thanks and hope as we reflect on the past year
- 23/03/21 – TDC - FW: Loan Sharks, Lockdown & Victims - How You Can Help
- 24/03/21 – Keep Britain Tidy - It's time to engage your communities in the Great British Spring Clean
- 25/03/21 – Healthwatch Britain - Healthwatch Devon E-bulletin 25 March
- 25/03/21 – Cllr Saywell - FW: If you're eligible then get your vaccination now, Devon's decline in positive COVID-19 cases slows, more people can access rapid tests and a warning to visitors
- 26/03/21 – Devon Communities - FW: Reminder: Devon Climate Emergency Council Support Network - Survey Findings and 1st Meeting
- 26/03/21 – Cllr Saywell - FW: Devon Coronavirus Vaccination Briefing - 26 March 2021
- 26/03/21 – TDC - Gradual easing of restrictions for locals begins next week
- 29/03/21 – NDDH - Stakeholder Update from Northern Devon Healthcare NHS Trust

30/03/21 – Devon Communities Together - Latest Covid-19 Updates and Resources
01/04/21 – DCC - Devon Climate Emergency - Momentum is building!
01/04/21 – DCC - A plea to respect each other, getting help if you need it over Easter and a thank you to those who care
01/04/21 – TDC - A new trail to explore for the Easter Break at Northam Burrows!
06/04/21 – Cllr Saywell - FW: Devon Coronavirus Vaccination Briefing - 1st April 2021
07/04/21 – ODCTG - Okehampton Hospital
08/04/21 – TDC - FW: Rapid coronavirus tests now available across Devon
08/04/21 – TDC - FW: Community Risk Management Plan for Devon and Somerset Fire and Rescue Service
09/04/21 – Lewis Clarke - HRH Prince Phillip
09/04/21 – Cllr Saywell - FW: Rapid coronavirus tests now available across Devon, confidential advice and support via ChatHealth and Exeter Chiefs' Ollie Devon helps bring a smile to young carers
09/04/21 – Cllr Saywell - FW: Devon Coronavirus Vaccination Briefing - 9th April 2021
12/04/21 – Devon Communities Together - Last chance to refer families to Goodie Box - deadline this week
12/04/21 – TDC - Café and Kitchen Units arrive at Northam Burrows – Work Progressing towards Summer Opening for New Visitor Centre
13/04/21 – TDC - FW: Heart of the South West Growth Hub - Newsletter - 7th April 2021
14/04/21 – Calor Rural Community - 2 week extension for applications!
14/04/21 – Keep Britain Tidy - Sign up now to partner with the Great British Spring Clean!
14/04/21 – DCC - Deadline for postal vote applications, find out who is standing in the Devon County Council elections in your area and make sure you have registered to vote.
15/04/21 – Healthwatch Devon - Healthwatch Devon E-bulletin 15 April
19/04/21 – Cllr Saywell - FW: Get your free rapid COVID-19 tests, car sharing linked to increase in workplace COVID-19 outbreaks in Devon and new fund launched to boost local economy and tackle inequality
22/04/21 – Healthwatch Devon - Healthwatch Devon E-bulletin 22 April
23/04/21 – Devon Communities Together - Property Flood Resilience - read our latest newsletter
23/04/21 – Cllr Saywell - FW: Devon Coronavirus Vaccination Briefing - 23 April 2021
23/04/21 – Cllr Saywell - FW: Be cautious if we're to avoid an upturn in cases, our rapid testing vehicles are stopping at more locations and Devon's children asked their hopes for post-COVID-19 future
26/04/21 – ODCTG - Newsletter 69
28/04/21 – TDC - Social Media Post
28/04/21 – NDDH - Stakeholder Update from Northern Devon Healthcare NHS Trust: April 2021
28/04/21 – Cllr Saywell - FW: Vaccination centres enter next phase Devon
29/04/21 - Healthwatch Devon -Healthwatch Devon E-bulletin 29 April
30/04/21 – DCC - Go for the flow and get tested regularly, stay outside this bank holiday and keeping you safe during the local elections
30/04/21 – DCC - Local Flood Risk Management Strategy Newsletter - April 2021
30/04/21 – TDC - Dog Restrictions come into force on Westward Ho! Beach from Saturday 1st May – Time to explore wider!
30/04/21 – TDC - FW: Business Revival Post Covid - 19, 4 week course
30/04/21 - TDC - FW: Councillor update
04/05/21 – DCC - Polling day is nearly here, what to do if you aren't feeling well and why is voting in the local elections important to you.
05/05/21 – DCC - Information on Devon Climate Assembly
06/05/21 – Healthwatch Devon - Healthwatch Devon E-bulletin 06 May
06/05/21 – Devon Communities Together - Latest Covid-19 Updates and Resources from Devon Communities Together
06/05/21 – DCC - Routine testing identifying asymptomatic COVID-19 cases in Devon, a plea to take up the vaccine to help protect others and we need families for brothers and sisters
07/05/21 - FW: Devon Coronavirus Vaccination Briefing - 7 May 2021
10/05/21 – DCC - Exciting news from Devon Climate Emergency!
11/05/21 – DCC - New council promises all-out effort to drive Devon's economic recovery
12/05/21 – TDC - Launch of Swimming Pool Safety Webinar and Guide across Devon and Cornwall