

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council Meeting

Date 28 th August 2020		Venue & Time: Virtual Zoom Meeting, 7pm, Due to Coronavirus Regulations
Present: Cllr Liz Chin Cllr Stephen Lees Cllr Andrew Pascoe Cllr John Walster	In Attendance: Kathy Harrod (Parish Clerk) Parishioners/Guests: 3	Apologies: DCC Cllr Rufus Gilbert Dist. Cllr Mark Long Dist. Cllr Judy Pearce

REF 2020/21 MINUTES

11/20 WELCOME & APOLOGIES

12/20 ELECTION OF CHAIRMAN

It was agreed in July 2020 that the position of Chairman would alternate at each meeting until such time as a permanent Chairman can be agreed but not later than May 2021. Cllr Chin was proposed as Chairman by Cllr Lees, this was seconded by Cllr Pascoe and voted through unanimously. Cllr Chin took the Chair.

13/20 DECLARATIONS OF PECUNIARY AND OTHER INTERESTS:

No Declarations of interest were received.

14/20 GOVERNANCE

- a. Register of Interest Forms have all been received and are available to view online.
- b. Vacancies at WAPC – we have had two expressions of interest received, the details of which had been forwarded to Councillors prior to the meeting. The Councillors agreed that both candidates should be offered a councillor position once confirmation has been received from SHDC.
- c. Annual Governance & Accountability AGAR Part 2 – Certificate of Exemption. With gross income not exceeding £25,000 in the year of account ended 31 March 2020, West Alvington Parish Council certified themselves exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. This approved unanimously.
- d. Annual Governance & Accountability, Section 1 – Annual Governance Statement 2019/20 was reviewed, completed, and approved unanimously.
- e. Annual Governance & Accountability. Section 2 – Accounting Statements 2019/20 was reviewed and approved unanimously as being a true record of the 2019/20 accounts.

14/20 C, D & E Proposed: Cllr Lees, Seconded: Cllr Pascoe, Approved unanimously

15/20 PLANNING, ENFORCEMENT & NEIGHBOURHOOD DEVELOPMENT PLAN

a) LIST OF APPLICATIONS RECEIVED

- 2434/18/ARM, Readvertisement, Allocated Site K5

Graham Hutton, Tom Biddle and Mark Edwards from Baker Estates attended virtually. Prior to the meeting the Councillors had been provided with an up to date overview of the developments since the January and February Parish Council meetings.

- There are currently no agreements in writing re the footpath access. Graham Hutton agreed to provide details prior to the September meeting.
- Works are unable to proceed without Condition 9 of the outline plan being discharged.
Councillors will request that this is not approved without consultation with WAPC. It is a

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council Meeting

requirement for 24/7 access to be maintained plus a banksman to ensure safety. Noted that a Health & Safety expert will be on site next week to assess the risk.

- It is essential that the parish obtains protection from the inconvenience of the works. There will be detailed clauses in the construction management plan restricting delivery times to avoid school opening/closing and peak vehicular movement times.
- Confirmation was received that there is 100% sufficient parking on site for contractors vehicles.
- Tom Biddle will arrange a meeting between Richard Jackson - Highways, Cllr Gilbert, Baker Estates and the Councillors to discuss how to best protect the parish in both the short and long term.
- The original SCARF test will be obtained.
- Hard copy plans will be forwarded to Councillors.
- Following discussion re pedestrian safety Councillors will request that the Planning Officer requires a raised table/rumble strip at the lower entrance.

b) ENFORCEMENT & OTHER PLANNING ISSUES

Enforcement continues to be dealt with. Please will all parishioners continue to provide the Clerk with full details of any violations that do not adhere to the original application for which permission was granted. ALL violations can be reported to Enforcement via www.southhams.gov.uk/article/3043/Report-a-Planning-Breach

NEIGHBOURHOOD PLANNING:

Delayed until September 2020

16/20 FINANCE–

a. Receipts & Payments – Month 5

Accounts to pay – August Clerk Salary/HMRC £303.98, Newton Garden Services £2,170, Hiscox Annual Insurance £378.13, West Alvington Village Hall Meetings & Coffee Mornings including defibrillator installation £787.65.

Proposed: Cllr Walster, Seconded Cllr Pascoe, Approved unanimously.

Due to COVID-19 restrictions the payments sheet will be signed at the first possible opportunity.

17/20 NEXT MEETING & CHAIRMAN

**The next meeting will take place on 3rd September 2020, 7.00pm, Virtual Zoom Meeting
The Chairman for the next meeting will be Cllr Pascoe (to be voted in on the night)**

With there being no further business, the Chairman thanked all in attendance and the meeting closed at 20.52pm

Signed as a true record: _____

Print Name & Date: _____

Agenda Items and Updates; where possible please submit to the Clerk by the last Wednesday in the month to ensure time for inclusion, circulation and study. If a Council Member is unable to attend a meeting it would be appreciated if they could submit a brief précis of progress on their actions, if applicable, (to the Clerk for distribution) together with their apologies.

Distribution List: All WAPC Councillors **For Information to:** County Cllr R Gilbert, Dist. Cllr Judy Pearce, Cllr Mark Long, WPC Pengilly, 1 WAPC Notice Board