

**Minutes of the June Meeting of Clovelly Parish Council held online
7.30pm on Tuesday 9th June 2020**

Present: Chairman Cllr C West, Vice-Chair Cllr J Davey, S Perham, P Slee, A Tucker
Cllrs D Garnett, N Sanders & Cllr S Harding were unable to join the meeting fully due to technical problems

Torrige District Council (TDC) Councillors A Dart & R Boughton

1. Open Forum – an opportunity for parishioners to bring matters of concern or interest to the attention of the Parish Council: no member of the public applied to join the meeting
2. Apologies: Cllrs Goulding & Huxtable
3. Declarations of Interest: no declarations made
4. Minutes of the March meeting were agreed and signed as a correct record of that meeting; proposed Cllr West; seconded Cllr Davey; all in agreement
5. Matters arising from the March minutes:
 - i) Clovelly A39 roundabout: held over until further notice
6. Covid19 Emergency funding received for assisting emergency help in the Parish:
Torrige District Council: £433.00
Devon County Council: £495.00
Chair asked that details of any expenses incurred are forwarded to the Clerk for reimbursement
7. Parish Council website, quote & Locality Budget application: £624 received from Cllr Inch's Locality Fund. Clerk to pass on thanks of the Parish Council to Cllr Inch and consult with website designer on design and content of the site
8. Grounds Maintenance, new contractor: 2 quotes received, Chair to clarify details of quotes with contractors for decision at the next meeting
9. Planning Applications
Permissions granted by Torrige District Council: 1/0014/2020/FULM, change of use to premises for manufacture of soap, Clovelly Primary School
10. Accounts
 - Amendment of Financial Standing Orders to allow for electronic payments: to be added to section 6

If thought appropriate by the council, payment for certain items may be made by BACS or CHAPS methods provided that the instructions for each payment are signed, or otherwise evidenced, by two authorised bank signatories, are retained and any payments are reported to council as made. The approval of the use of BACS or CHAPS shall be renewed by resolution of the council at least every two years.

If thought appropriate by the council payment for certain items may be made by internet banking transfer provided evidence is retained showing which members approved the payment.

Taken from National Association of Local Councils (NALC) model

Proposed to accept this amendment to allow for electronic payments: Cllr West; seconded Cllr Davey; all in agreement

- Approval of Annual Accounts

Proposed to approve the annual accounts: Cllr West; seconded Cllr Davey; all in agreement

- Grant payments approved in November to be made electronically when details received from organisations as follows:

Clovelly WI £120

Clovelly Gig Club £120

Clovelly Twinning Association £120

Hartland ATC £120

Clovelly Archive and History Group £120

Clovelly Gardening Group £120

Torrige CAB £100

Little Library for work to the phone box £150

- Other payments:

Parish Insurance renewal: £184.82

Clerk's salary April, May, June: £538.56

Proposed to pay the above accounts: Cllr West; seconded Cllr Davey; all in agreement

Bank signatory approval: Cllr West & Cllr Davey

11. Reports from County, District and Parish Councillors

Cllr Dart (TDC):

- No council AGMs to be held until further notice
- TDC is financially secure
- Details of a grant scheme for small businesses are on TDC website
- Police attended illegal encampments
- 1st full council meeting since the pandemic lockdown to be held online on 22nd June
- Mr Steve Hurst is interim Chief Executive until vacancy is filled

Cllr Davey:

- Parish Hall successfully applied for £10,000 grant to help with costs during Covid pandemic etc

Cllr Perham:

- Virus Response Team started by Cllr Perham's sister in response to community needs and lack of other help. Cllr West suggested that an Emergency Plan is developed for the Parish; he will look at other Parishes' Plan
- Had met Mr Richard Haste of TDC to discuss recycling in the village; residents are now responsible for taking black rubbish bags to central collection point on Wednesdays. Clovelly Estate will continue to collect recycling on a Tuesday
- Leak in the sewerage system near the Harbour; Cllr West to ask the Estate to deal with it
- Border Force concerned about possible illegal immigrants in the area

Cllr West thanked everyone for attending and closed the meeting

The next meeting will be on July 14th and will probably be online again