ZEAL MONACHORUM PARISH COUNCIL

Minutes of the Ordinary Meeting of Zeal Monachorum Parish Council, held on Thursday 29th July 2021 Held at the Village Hall

MINUTES

Present: Councillors: Andrew Chandler, Ken Down, Rob Peck, Ken Hogg, Mark Burrow, Sally Rowden, Peter Heal (District Councillor) + The Clerk + 2 MOP

Apologies – Councillor Margaret Squires (County)

1.	**Declarations of Interest** No declarations of interest were provided by members.	**Action**
2.	**To approve and sign Minutes of the Ordinary Meeting held on 27th May 2021.** The minutes from the previous meetings were approved by all members present. **Proposed** – Councillor Hogg **Seconded** – Councillor Burrow	
3.	**Co-Option** The Vacancy on the Council can be filled through co-option. An expression of interest was received from Alison Birchwhite who lives in the Parish. It was agreed to fill the vacancy by co-opting Alison Millard. This was agreed by all members present. **Proposed -** Councillor Rowden **Seconded -** Councillor Hogg	
4.	**Open Forum** – an opportunity for the Electors to address the Parish Council. The Parish Council encourages the use of an Open Forum. MOP – Discusses the Buildings at Risk Register / Consultation that is to be considered. It is thought that this is a valuable exercise, and the archive would be keen to record the consultation. Buildings within the Parish were considered Tuckin Mill was considered a relevant building. The MOP also notes the work undertaken on the Water Obelisk.	
5.	**Chairman's Review of Annual Parish Meeting 2021** The Chairman provided a review of the Annual meeting for 2021 and sought to address the concerns that had been raised about the minutes of the 2019 meeting. The comments raised by a MOP would be added to the minutes for display. An outline of what the council would be changing was also provided.	
6.	**Review and approval of Standing Orders 2021** The Standing Orders require a review before approval in September. Councillor Chandler sought the assistance of another PC to review both Standing Orders for the conduct of meetings and Financial Regulations. There were changes to be considered re banking arrangements and these can be codified within the reviewed procedures. Councillor Rowden and Chandler would report in September for agreement.	**Councillor Chandler/ Rowden**
7.	**County / District Council report** **Councillor Heal (District)** Significant staff changes at MDDC were outlined. The Head of Planning and Monitoring Officers have left, both are to be replaced when a candidate is found. It is hoped the Monitoring Officer can be found from Exeter City Council. Most committees have now met again in full. Licencing committee has not met yet, they only meet when required to. Councillor Heal sits on the Scrutiny Committee and is Vice Chairman on Planning. There has been a trial run of three weekly recycling in Cullompton, the result of this is pending. The Chairman thought Zeal Monachorum could be included in any future trials for domestic rubbish. It was also noted that MDDC is in the top 10 for recycling in the country.	**Councillor Heal**

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Chairman - Zeal Monachorum Parish Council

	ZPODS, Cullompton has one in the leisure car park. MDDC are seeking 14 on redundant garage sites. This must go through planning. Councillor Heal was asked about the Buildings at Risk Survey. Is there financial assistance from MDDC? This may be available is due course once the survey results have been reviewed but notes that there are some grants already available from MDDC for certain projects. It was also asked if the owner's permission is required for the property to go onto the register? Councillor Heal will consider this and return to the Clerk An outline of new ZPODS being placed on Council land was commented on. This is for single occupancy tenants. Councillor Heal would also contribute to the Newsletter regarding this work at MDDC. Questions regarding Road Signage by the Telephone towards North Tawton and Western Road. DCC had not replied to her concerns. It was thought that Road signage such as this was low on t DCC priorities. It was thought that the Parish Council could approve this if required in the future.	
8. **a.** **b.** **c.** **d.**	**<u>Property / Environment</u>** **Water Obelisk Update** – The Chairman reported on the work completed by David Bowyer. All members considered the work to have been undertaken to a high standard. **Jubilee seat Maintenance update** - Chairman The seat needs maintenance urgently and Chris Burrow has been asked to provide a quote for the replacement. The materials and structure may change to give more longevity. Councillor 's Hogg and Down will meet with Councillor Chandler to progress the matter. The Clerk is to check if Conservation Area approval is required. **Allotment Land Request**. No discussion with the landowner of the desired field has been undertaken as the owners are difficult to contact. It was agreed that the Clerk should write to the owners making a request from the Parish Council to seek to buy / lease land for the purposes of Allotments. **Telephone Box report** – Councillor Rowden The Council received a report from Councillor Rowden re potential adoption. The Council did not alter their view that no adoption is to take place. Concerns were raised that if the box is adopted, the telephony will be removed. The Parish Council did not have information on usage to take the matter forward.	**Councillor Chandler Hogg Down** **Clerk**
9.	**Queens 70th Jubilee Celebrations 2022** Councillor Rowden proposes an event/s to coincide with the four-day bank holiday between June 2nd / 5th 2022. Various suggestions for the weekend were discussed. Councillor Chandler would add an article to the newsletter regarding the event. Local groups are also keen to be involved such as the WI. Further reports will be made at subsequent meetings.	
10.	**Denbrook Windfarm Fund –** Report Two bids for funding have been received from Zeal Monachorum. The Church Path and associated cobbles is included at approximately £19000 and fencing at the Fishing Lake at approximately £4500 forms the second application.	
11.	**Planning** **Ref**:21/00742/HOUSE **Proposal**: Erection of a 2-storey side extension and replacement of existing garage with an attached garage/extension. **Location**: Hoggets Zeal Monachorum Crediton Devon EX17 6DG **Parish –** Zeal Monachorum **Link -** 21/00742/HOUSE | Erection of a 2 storey side extension and replacement of existing garage with an attached garage/extension | Hoggets Zeal Monachorum Crediton Devon EX17 6DG (middevon.gov.uk)	

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Chairman - Zeal Monachorum Parish Council

	It was noted that provision for parking is included in the application. It was felt that the construction phase could cause an issue. Councillor Heal suggests requesting a Construction Management Condition to monitor timing of works and potential noise throughout the build phase. The Council have no objections to the application bar the requested condition.	
12. **a.** **b.**	**Finance** **Balance Instant Access** - £11.608.72 **Savings** - £2044.07 **Payment to be made.** **a. Clerks quarterly salary + Home Allowance –** £808.54 **b. Clerks Statutory Holiday Pay –** £164.77 The above payments were approved by all members present. **Proposed –** Councillor Hogg **Seconded –** Councillor Rowden **Internet Banking Procedures from Lloyds Bank** The Clerk outlined the format of Internet Banking with Lloyds Bank. The requirement for authorisation from one or other signatories is still required but this will be online after a payment has been set up. The matter is to be considered during the financial regulations review being undertaken for incorporation and agreement at the September meeting.	**Councillor Chandler/ Rowden**
13.	**Correspondence** DCC Highways, 28th April 2021Temporary Traffic Notice - ROAD FROM CLAPPER CROSS TO TWO OAKS, Zeal Monachorum (TTRO2140139) **Chairman –** Various Dates, Correspondence re Highways to Steven Tucker, Highways Officer DCC.	
14	**Member Statements** **Councillor Peck -** The Stile at Hayne and the footpath at Elm Cottage is raised. The Clerk again repeats that DCC are taking steps to make all footpaths accessible to disabled persons and this may take time to undertake. No details as to when this will occur exist.	
	There were no further topics for discussion within the Ordinary Meeting which concluded at 21.15pm	
	Date of next meeting – Thursday 30th September 2021 at 7pm to be held at the Village Hall.	

Signed……

Chairman - Zeal Monachorum Parish Council