

Sydenham Damerel Parish Council

Minute No 106

Wednesday 4th May 2022 held at St Marys Church, Sydenham Damerel

These minutes are provisional until they are signed by the chair at the next Parish Council meeting.

Meeting opened 7.02pm

Present: Cllrs N. Pratten, R. Windemer. Cllr N. Furze, P van Delft(clerk)

1. The clerks welcomed those present.
2. Election of a chair for the meeting – Cllr Furze was elected, proposed by Cllr Pratten, seconded by Cllr Windemer.
3. Apologies for absence – all present
4. Members of the Public Open Forum – One member present, the parishioner expressed concern that discussions at the last Annual Parish Meeting should not alienate anyone in the parish.
5. Declarations of Interest – none provided
6. Minutes of previous meetings - 104 was signed by the chair as a true and accurate record of that meeting. Proposed by Cllr Furze, seconded by Cllr Windemer.
7. Planning Ref – 0888/22/HHO – Householder application for two storey extension on the rear of Lower Portington to create a kitchen dining area with two bedrooms above (re-submission of planning application 2754/21/HHO.
Site – Lower Portington, Farm, Portington, Lamerton, PL19 8QY
Council decision – support, proposed by Cllr Pratten, seconded by Cllr Furze all in favour.
8. New councillors – It was resolved that new parish incumbents would be contacted.
9. Finance –
 - 9.1 Payroll provider – Annual Contract – It was resolved that the services of DM Payroll services should be used for the annual cost of £120, a saving of £30 as budgeted for. Proposed by Cllr Pratten, seconded by Cllr Furze, all in favour.
 - 9.2 Change to website – With the absence of any financial documents the clerk had to ask for some minor changes to the website to ensure transparency laws are adhered to. It was resolved that the changes had to be made, proposed by Cllr Windemer, seconded by Cllr Furze, all in favour.
 - 9.3 Payments were authorised for invoices to Western Web – Website documents page £18.00

Dalc – Annual subscription	£56.37
D.M. Payroll services - Payroll provider	£120.00
10. Clerk contract – It was resolved to provide the clerk the employment contract, proposed by Cllr Pratten, seconded by Cllr Windemer, all in favour. The chair and clerk signed the contract.
11. Correspondence – The resignation of Cllr Payne was received, council wished to thank former Cllr Payne for all that he has done for the council. A parishioner enquired what was being done about the defibrillator maintenance, Cllr Pratten reported that she had been in contact with the parishioner and that they would work together to ensure the defibrillators are managed. Cllr Pratten mentioned that a cabinet for the defibrillator at The Royal, Horsebridge was required, enquiries for price and installation costs to be determined. Cllr Windemer to contact WDBC to enquire if planning permission is required for the defibrillator, it was resolved that the current fee for WDBC advice should be met from council funds. Cllr Pratten reported that a resident in Townlake had kindly offered to consult on the Parish Councils behalf with parishioners in Townlake to ask for their

Parish Councillors

Nicky Furze, Nicky Pratten, Richard Windemer

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opinions on having a defibrillator and or noticeboard in their hamlet. The question of training for parishioners for the use of defibrillator was discussed, the clerk confirmed that the council could fund the training and that the cost could be borne from council funds with no costs to parishioners.

12. Council account reserve – An open meeting on 3rd May hosted by Cllr Pratten to gauge how parishioners wished to see the council use the existing surplus reserves was held. The well attended meeting received many positive suggestions these included, Jubilee trees, more flowers around signage, Village signs for Townlake and Horsebridge, refurbishment of existing historic signage, commemorative benches located in the village and hamlets. Noticeboards for Horsebridge and Townlake, also to maintain the existing council reserve for future use. Other suggestions were also raised but thought that they maybe outside the council's possibilities.

Items for inclusion for the next meeting – Review of standing orders, permission for defibrillators locations

Meeting closed 8.48pm

Date of next scheduled meeting:- Thursday 19th May 2022

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