

Sydenham Damerel Parish Council

Minute No 107

Thursday 19th May 2022 held at St Marys Church, Sydenham

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

Present: Cllrs N. Pratten, R. Windemer, N. Furze

Cllr N. Jory (WDBC), P van Delft(clerk)

Meeting opened 7.00pm

Annual Meeting

1. The clerk opened the meeting and welcomed all those present.
2. Apologies for absence – all present
3. Election of Chair – Cllr Furze was elected, proposed by Cllr Pratten, seconded by Cllr Windemer.
Election of officers – no other officers were elected
4. Close of meeting

Ordinary meeting

5. Members of the Public Open Forum - 2 members were present. A parishioner suggested that the minutes of the Annual Parish Meeting were not a true reflection of that meeting and requested that the minutes should have some amendments and suggested that the minutes should not be signed. The council agreed to review the minutes and asked the clerk to provide a revised draft. Discussion took place regarding the process of a Community Governance review, how the review would be held and what WDBC would do to facilitate the review.
6. Declarations of Interest – none
7. Minutes of previous meeting 106 was signed by the chair as a true and accurate record of that meeting, proposed by Cllr Pratten, seconded by Cllr Windemer.
8. Finance – AGAR 2021-22
 - 8.1 Asset register as at 31st March 2022 to be signed by the chair- proposed by Cllr Pratten, seconded by Cllr Windemer
 - 8.2 Certificate of Exemption – Signed by the chair & RFO, proposed by Cllr Windemer, seconded by Cllr Furze.
 - 8.3 Annual Governance Statement – approved & signed by the chair & clerk, proposed by Cllr Pratten, seconded by Cllr Windemer
 - 8.4 Accounting Statements – approved & signed by the chair & RFO, proposed by Cllr Windemer, seconded by Cllr Furze.
 - 8.5 Confirmation of the dates of the period for the exercise of public rights was set for 20th June – 1st August, proposed by Cllr Pratten, seconded by Cllr Windemer.
 - 8.6 Payments were authorised for invoices from St Marys Church – Room hire £100.00
Refund for purchase of defibrillator Mr Payne £500.00
Proposed by Cllr Pratten, seconded by Cllr Windemer.
 - 8.7 R.F.O. report on payments & receipts and bank reconciliation showing a balance of £4072.41 after payments were approved. Proposed by Cllr Windemer, seconded by Cllr Pratten.
 - 8.8 Bank account – Cllr Furze reported that she had contacted the bank to speed up the process of updating the mandate and include new signatories, and e banking.
9. Planning application 0869/22/LBC – Listed building consent for internal alterations to cottage annex, new lean-to roof, demolition of chimney, infilling of former large door opening with timber window and natural stone, new rainwater goods & alternative window/pedestrian door. Site – Damerel

Parish Councillors

Nicky Furze(Chair), Nicky Pratten, Richard Windemer

Parish clerk: Peter van Delft Telephone: 01566 783023 Email: sydenhamdamerelpc.clerk@gmail.com

Portgate Chapel, Portgate, Lewdown, Okehampton, EX20 4PZ www.sydenhamdamerel.org.uk

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House, Sydenham Damerel, PL19 8PU, Council decision 'No Comment' proposed by Cllr Windemer, seconded by Cllr Furse.

10. Councillor's reports – Cllr Furse reported that the 'Queens Green Canopy' was working with the Woodlands Trust to supply sapling trees to communities who wish to plant trees in their parishes, Cllr Furse would apply for trees and guards + canes on behalf of the parish council. Some trees could be planted by the children and parishioners of the parish, locations to be considered, delivery is anticipated in November. Cllr Furse reported that the road drain has been unblocked significantly reducing the surface water from the direction of Treleigh. Cllr Pratten reported that the road sign at 'Derriton Cross' was in need of refurbishment, the clerk to report to Devon Highways. Cllr Windemer asked if Jubilee benches could be of use in Townlake and S.D. Memorial seats cost £300-£400 plus inscriptions of approximately £50, Cllr Windemer asked what funding is available, clerk to enquire.
11. WDBC news - Cllr Jory reported that the borough had some waste and recycling problems with their contractors, problems arose due to staffing levels and a lack of HGV drivers, if parishioners are still experiencing problems, please contact him directly and he will try to resolve the problem. The Council Tax rebate of £150 to households in Band D and below has now predominately been paid out, a few households are still to be contacted to arrange the rebate, any problems contact WDBC. 54 refugees from the Ukraine have been housed with 17 hosts, funding has come from WDBC.
12. Council updates:-
 - 12.1 Defibrillators – Cllr Windemer has found an appropriate case for the defibrillator, it was resolved to purchase said case for £600, a qualified electrician is required to install the defib, Cllr Windemer reported that planning permission maybe required for the defibrillator, a WDBC consultation cost £20.00, motion proposed Cllr Furse, seconded Cllr Pratten. Cllr Windemer identified that the incorrect pads were supplied so replacement pads would be needed. Cllr Furse to contact former councillor for replacement pads. Cllr Pratten reported that a parishioner was happy to take on the S.D responsibility for ensuring continued suitability of use, replacement parts to be advised to the council. Cllr Pratten reported that many residents in Townlake seemed to be in favour of a defibrillator, Cllr Windemer has identified a location that maybe suitable. It was resolved that defibrillator training was important and should be made available to the community, training providers to be identified.
 - 12.2 Highways – Cllr Windemer reported a problem from Sydenham Cross- Townlake in the vicinity of the old kissing gate. Flooding/water runoff issues in particular at 'Lane end', a meeting with the landowner has taken place, D.H. has no funds available to rectify the problem, A meeting with Cllr Samuel of DCC to be sought. Cllr Jory suggested that a Highway Community Fund may be a suitable grant.
 - 12.3 Newsletter – Cllr Pratten suggested that this proved to be a good way of communicating to parishioners of the council's activities. Cllr Furse was happy to photocopy and Cllr Pratten to collate the newsletters.
13. Review of Standing orders, it was resolved to update the existing Standing Orders to the latest NALC Template together with appropriate parish council requirements, a motion to approve the draft S.O. was proposed by Cllr Pratten, seconded by Cllr Windemer.
14. New councillors - Invitations to become a member, replacement notices to be pinned on the noticeboards.
15. Correspondence - none

Items for inclusion for the next meeting – In addition to items above, draft code of conduct, draft newsletter.

Meeting closed 8.35. Date of next scheduled meeting:- Thursday 21st July 2022

Parish Councillors

Nicky Furse(Chair), Nicky Pratten, Richard Windemer

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