

**Minutes of a virtual meeting of Luppitt Parish Council held on Tuesday, 5 May 2020 at 8 pm
(A virtual meeting was held to comply with Government restrictions on attending meetings that are currently in place in response to the Coronavirus emergency)**

Present: Cllrs John Thorne (Chairman), Tom Nancarrow (Vice-Chairman), Beth Hooper, Brian Pulman, Andrew Tucker, Christine Ryder, Michele Turner and Rosalind Buxton (Parish Clerk)

Apologies: Cllrs Paul Prettejohn, David Key and Colin Brown (EDDC), Iain Chubb (EDDC and DCC)

1.1 Receive apologies for absence

Apologies were received as above.

1.2 Minutes of previous meeting

The Minutes of the meeting held on Tuesday, 7 April 2020, were unanimously agreed and signed* as a correct record of that meeting (proposed by Cllr Ryder and seconded by Cllr Tucker).

1.3 Declaration of Interest

There were no declarations of interest.

2.0 PLANNING

2.1 Applications (for comment, support or objection)

None

2.2 Decisions

19/2660/FUL – Dolish Farmhouse, Luppitt, Honiton, EX14 4RT – change of use of barn to ancillary domestic accommodation (annexe) - approval

2.3 Planning Application for development in Culmstock

The contents of the email from the Culmstock Parish Council Chairman were noted.

2.4 Shaugh

Cllr Hooper will monitor the situation.

2.5 Neighbourhood Plan

Cllr Thorne has spoken to Roger Hicks who is happy with the Parish Council's amendments to the Community Actions in the Neighbourhood Plan.

3.0 HIGHWAYS AND TRAFFIC

3.1 Parish Highways programme - update on Items to Report as follows:

Cllr Thorne confirmed that the Neighbourhood Highways Officer has been round Luppitt marking areas needing attention. He told Cllr Thorne that local tarmac companies are closed at the moment so progress on road repairs is limited.

LOCATION	REFERENCE	COMMENT/PROGRESS
Uxford Bridge to Crook Cross	Phil Morgan	NHO is planning to dig out the ditch and put in a concrete pipe and haunch and will then resurface the road using heavy-duty tarmac.
Loose kerbstones at Millrise		Not Highways. Cllr Key will follow up with EDDC and stress the urgency.
Several potholes at the lower part of School Lane towards Ringborough Cross	W201329841	Clerk has reported again.
Large potholes from Greenlands to Corner House	W201322756	Completed – remove this item.
Defective sign at Mathayes	W201314452	
Potholes between Higher Wick and Fortfield houses	W201322757	A repair has already been undertaken, or is due to be undertaken
Ringborough Cross to	W201322761	With contractor for repair – 28.04.20

Coombeshead – potholes and subsidence		
Maple Cross to Pound Farm – severe edge of road deterioration both sides	W201329842	This item has been passed to the contractor.
Water flooding up in middle of road by Higher Wick Farmhouse	W201328851	NHO confirms that damage was caused by Gigaclear. He has spoken to Gigaclear surveyor who has undertaken to carry out the repairs. Clerk will email NHO to stress the urgency of this work.
Pothole between bridge on New Road and the two cottages	Clerk to report	

3.2 Parish Maintenance

Ash bush dangerously overhanging road near The Linhay on the left-hand side coming up from Shaugh.

3.2.1 Rubbish in field near Brewery

It is believed that the vehicles in the field (which is private property) have been there for some years.

4.0 FOOTPATHS AND BRIDLEWAYS

4.1 Public inquiry into Footpaths 60, 61 and 62

The Inspector at the Public Inquiry did not confirm the orders.

4.2 Footpath 3 from Rawridge to Whippens

Cllr Key reported that the bridge on the Luppitt side of the river needs attention. Cllr Nancarrow will investigate.

5.0 ENVIRONMENT/COMMUNITY FACILITIES

5.1 Community Policing Report

None received.

5.2 Digital version of Luppitt Packet

There was a general discussion about future editions of the Luppitt Packet during the Coronavirus pandemic. Cllrs Turner and Ryder spoke about a digital version in the interim which would avoid the need to incur postage costs. It was proposed by Cllr Turner and seconded by Cllr Ryder that a digital version should be produced for the time being. This was agreed as long as it is a temporary measure and will be subject to further review by the Parish Council when Coronavirus restrictions are lifted. It was suggested that the digital version could be uploaded to the Parish Council website. The clerk will investigate further.

6.0 FINANCE AND ADMINISTRATION

The following payments were authorised at the meeting. The clerk updated the figures as follows:

6.1	Receipts	EDDC precept	£ 6,000.00
		HMRC – VAT repayment	1,968.24
	Account balances at last statement	P3 balance	1,558.28
		Neighbourhood Plan (balance)	310.38
	As per bank reconciliation end April	Luppitt Parish Council	11,378.70
6.2	Cheque payment for approval and signing	Vision ICT Ltd	54.00

6.3 Quarterly check – internal financial control

Cllr Ryder has checked the cash book and reconciliation for the quarter ended March 2020 (year-end) and confirmed that all is correct but has not been able to sign as usual because of Coronavirus movement restrictions.

6.4 Annual Governance and Accountability Return (AGAR) and Annual Audit

The year-end figures were agreed without any queries. Papers will be sent to the internal auditor shortly so that the accounts may be presented to the Parish Council at next month's meeting. They will then be sent to the external auditor.

6.5 VAT Reclaim

The clerk confirmed that a VAT claim and the Employer Payment Summary had been submitted to HMRC. The clerk confirmed that repayment of the VAT claim in the amount of £1,968.24 has been received.

6.6 Online banking

The clerk has received no response so far and is still awaiting confirmation of the change of signatories request that was made on 14 February.

6.7 Correspondence

None received.

7.0 CHAIRMAN'S DISCRETION

- **Reversing siren on farm machinery at Beacon**

The clerk will respond to the resident.

- Residents have expressed appreciation of shops and individuals who have delivered food and greengroceries during lockdown.

8.0 QUESTIONS FROM THE PUBLIC

There were no questions and the meeting closed at 9.10 pm.

Dates for next virtual meetings to be held at 8 pm:

Tuesday, 2 June 2020

Tuesday, 7 July 2020

<p>*Minutes will be signed when Parish Council meetings resume.</p>
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