

**Minutes of a virtual meeting of Luppitt Parish Council held on Tuesday, 2 June 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), Beth Hooper, Brian Pulman, Christine Ryder, Andrew Tucker, Michele Turner, David Key and Colin Brown (EDDC) and Rosalind Buxton (Parish Clerk)

Apologies: Cllrs Tom Nancarrow (Vice-Chairman), Paul Prettejohn, 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, 5 May 2020, were unanimously agreed and signed* as a correct record of that meeting (proposed by Cllr Hooper and seconded by Cllr Ryder).

1.3 Declaration of Interest

Cllr Tucker declared an interest in planning applications at Mohuns Ottery and Higher Moorlands as he carries out work there.

2.0 PLANNING

2.1 Applications (for comment, support or objection)

2.1.1 20/0815/FUL – Primrose Farm, Upottery, Honiton, EX14 9QE – construction of single storey rear and 1st floor side extension

The Parish Council has no objection to this planning application.

2.1.2 20/0947/FUL – Mohuns Ottery, Luppitt, Honiton, EX14 4TS – proposed private in-ground swimming pool and plant/pool room

The Parish Council has no objection to this planning application.

2.1.3 20/1063/FUL – Snooks Farm, Luppitt, Honiton, EX14 4SB – erection of solar panel arrays (16 panels total on two frames of 8 each)

The Parish Council will support any decision taken by the AONB on this planning application.

2.1.4 20/1004/FUL – Higher Moorlands Farm, Luppitt, Honiton, EX14 4SY – construction of two storey side and single storey front and rear extensions and provision of cladding to existing lean to

The Parish Council supports this planning application on condition that the temporary accommodation currently being used is removed when building work has been completed (proposed by Cllr Turner, seconded by Cllr Pulman with all in favour).

2.2 Decisions

2.2.1 19/2601/FUL – Dolish Farm, Luppitt, Honiton, EX14 4RT – alterations and extension including construction of balcony and first floor side window – approval

2.3 Shaugh

Nothing to report.

2.4 Neighbourhood Plan

Roger Hicks has received comments on the draft Plan from EDDC and the AONB and will work on the amendments. Cllr Turner is rebuilding the Neighbourhood Plan website and has asked Roger to provide an up-to-date Chairman's report for her to post on the website.

3.0 HIGHWAYS AND TRAFFIC

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

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		Cllr Key has reported the problem.
Several potholes at the lower part	W201329841	No progress. Clerk to report again.

of School Lane towards Ringborough Cross		
Defective sign at Mathayes	W201314452	
Potholes between Higher Wick and Fortfield houses	W201322757	Check if repair has been carried out.
Water flooding up in middle of road by Higher Wick Farmhouse	W201328851	Work completed.
Pothole between bridge on New Road and the two cottages	D203538009	Passed to contractor for repair.
Up towards Pound from Maple Cross by bungalow on right-hand side – road has subsided – urgent	W201333782	Clerk to report again.

3.1.1 Future highway maintenance - email from Phil Morgan (NHO)

The clerk will arrange a meeting between Cllrs Thorne, Pulman, Tucker and the NHO to show him problem areas around the parish.

3.1.2 Road Traffic regulations – temporary restrictions

- Corner House Cross to Mill Cross – 19 June and 22-24 June
- Luppitt Common to Dolish Farmhouse – 6-8 July

3.2 Parish Maintenance

3.2.1 Ash bush

Cllr Thorne will speak to the landowner.

3.2.2 There is a dead ash tree in the hedge of Chescroft field, below the Church gate on the opposite side of the road. Councillors will investigate to discuss at the next meeting.

4.0 FOOTPATHS AND BRIDLEWAYS

4.1 Footpath 3 – carried forward to the next meeting as Cllr Nancarrow was not present.

4.2 Path maintenance

During the current Coronavirus restrictions, any work carried out must be agreed first with Ros Davies, Parish Paths Liaison Officer.

5.0 ENVIRONMENT/COMMUNITY FACILITIES

5.1 Community Policing Report – no report received.

5.2 Digital version of Luppitt Packet (Cllrs Turner and Ryder)

Cllr Thorne understands that the editors of the Luppitt Packet are preparing a July issue. Cllr Turner will liaise with them over a digital version to be put on the new Neighbourhood Plan website that she is working on.

6.0 FINANCE AND ADMINISTRATION

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

6.1	Receipts	None	£
	Account balances at last statement	P3 balance	1,558.28
		Neighbourhood Plan (balance)	310.38
	As per bank reconciliation end May	Luppitt Parish Council	11,319.31
6.2		Cheque payment for approval and signing	Community First Trading Ltd
		A R Tucker Ltd	2,525.69
		Zoom Video (by card)	14.39

6.3 Internal Audit

The internal auditor was satisfied that the financial systems and controls had been properly carried out and that the final bank reconciliation accurately reflected the year-end balance held in Luppitt Parish Council's bank account. It was resolved unanimously to accept and approve the year-end accounts and the internal auditor's report (proposed by Cllr Tucker, seconded by Cllr Turner). The clerk will forward a copy of the internal audit report to the Parish Councillors.

6.4 Approval of Annual Governance Statement

It was resolved unanimously to accept and approve the Annual Governance Statement for 2019/20 (proposed by Cllr Tucker, seconded by Cllr Turner). This will be signed by Cllr Thorne as Chairman of the meeting. (This could not be signed at the virtual meeting because of Coronavirus restrictions.)

6.5 Approval of Accounting Statements

It was resolved unanimously to accept and approve the Accounting Statements for 2019/20 (proposed by Cllr Tucker, seconded by Cllr Hooper). This will be signed by Cllr Thorne as Chairman of the meeting. (This could not be signed at the virtual meeting because of Coronavirus restrictions.)

6.6 Approval of Insurance renewal

The insurance quote and cover were reviewed and it was unanimously agreed to renew the insurance on a three-year basis.

6.7 Review of Standing Orders, Financial Regulations, Internal Controls, Risk Assessment and Management Register, Register of Interests

All these items were reviewed and accepted unanimously (proposed by Cllr Turner, seconded by Cllr Pulman). The clerk has carefully followed all guidance on holding virtual meetings.

6.8 Correspondence

- **Reallocation of road space** – an email from Devon County Council was noted.
- **Delivery Scheme** – an email from EDDC was noted.

7.0 CHAIRMAN'S DISCRETION

Cllr Brown gave an update on changes to the leadership at EDDC.

8.0 QUESTIONS FROM THE PUBLIC

There were no questions and the meeting closed at 9.05 pm.

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

Tuesday, 7 July 2020

Tuesday, 4 August 2020

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