

LANGTREE PARISH COUNCIL

MINUTES OF MEETING

10th SEPTEMBER 2020

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| Present | Councillors: Geoff Bond Jenny Coles Colin Edworthy James French Mark Glover (Chairman) David Ley Franklin Tucker Peter Haselhurst joined the council after his election |
| In attendance | Leigh Pollinger – Parish Clerk 5 members of the public. |
| 283 | WELCOME AND APOLOGIES FOR ABSENCE Apologies received from Melissa Baker (PCSO), Andrew Saywell (DCC), David Hurley (TDC) and Pat Mitchell. The Chairman commented on Pat Mitchell having had to stay in hospital recently and hoped that he would be fully fit very soon. |
| 284 | TO CO-OPT A NEW COUNCILLOR <ul style="list-style-type: none">• Candidates for the position of councillor on the parish council were John Davies, Mark Fishleigh, Peter Haselhurst, and Steff Ring-Price. Each candidate was asked to give a short presentation and then received questions from the councillors.• On completion of the presentations the room was cleared of members of the public, and councillors discussed the merits of each candidate. Councillors then voted on each candidate. Candidates and members of the public were then invited to rejoin the meeting. The Chairman thanked the participants saying all were strong contenders which made it a difficult decision for councillors. However a decision had been made by vote and the successful candidate was Mr Peter Haselhurst and he was invited to join the council with immediate effect. |
| 285 | MINUTES OF THE LAST MEETING |
| 285.1 | Matters Arising <ul style="list-style-type: none">• These are covered later in the meeting. |
| 285.2 | Minutes of meeting held on 13 th August 2020 to be agreed and signed. <ul style="list-style-type: none">• Minutes were proposed by Franklin Tucker and seconded by David Ley |

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| 286 | <p>DECLARATION OF INTERESTS</p> <ul style="list-style-type: none"> No interests were reported. |
| 287 | <p>REPORTS</p> |
| 287.1 | <p>Police Community Support Officer</p> <ul style="list-style-type: none"> A report from Melissa Baker was read out. |
| 287.2 | <p>County Councillor</p> <p>Councillor Saywell forwarded the following report.</p> <p>The latest update from DCC:</p> <p>Coronavirus</p> <ul style="list-style-type: none"> We are starting to see the numbers increase... mainly driven so far by residents returning from holiday, primarily foreign holidays. There was a recent spike of cases – a dozen or so – in a day in East Devon/Exeter which was traced to a group of men returning from holiday from Croatia. Latest stats: <ul style="list-style-type: none"> We have now a total of 1434 cases in Devon, an increase of 49 in the last 7 days. 62 in Torridge (up 5 in the last 7 days), 141 in North Devon (up 7 in the last 7 days) 78 in West Devon (up 1 in the last week). We are keeping a very careful eye on the cases and how they develop... To give some context, 6,400 tests were carried out in Devon last week... we're seeing a positivity rate of less than 1%. BUT, numbers are going up... These cases are being identified by NHS Test and Trace, identified quickly, and action taken quickly. Track and Trace does appear to be working well in Devon, since its launch to 16th August, 86% of people were reached by Test & Trace which is one of the best in the country (15th out of 150 nationally), and 68% of close contacts were identified (21st out of 150 nationally). These rates have improved locally and nationally in recent weeks, so the figures for Devon will be higher again although they are not available yet. Complex cases are referred to the Public Health England Local Health Protection Team for follow-up: they are currently reaching 100% of cases. But we must remain vigilant and keep up the focus on keeping our infection numbers low.... We will see numbers rise and fall, but we must all focus on what we can do to keep those numbers low. That means sticking to |

the guidance and the basics. And the advice from the Devon Director of Public Health is:

- ***wear a face covering when in enclosed spaces***
- ***keep a safe distance – 2 metres where possible***
- ***wash your hands with soap and water often and use hand sanitiser if handwashing is not possible***
- ***cover your mouth and nose with a tissue or your sleeve if you cough or sneeze***
- ***do not touch your eyes, nose or mouth if your hands are not clean.***

- We've seen good observance of this in Torrington Rural and throughout Devon. We must keep it up – keep washing those hands!

School Transport

- A huge amount of work has gone on in the County Council and in our Schools to get transport arrangements in place for September.
- DCC have put in place transport arrangements for both children entitled to free transport but also for children who would have used public transport.
- Around 70 extra buses across the County will be put on service and will be dedicated to school and college pupils only, with some duplicating public service bus routes where social distancing makes it impossible to accommodate both pupils and normal passengers/commuters.
- Full details of these additional services can be found on our [Travel Devon website](#).

Highways

- Highways have now emailed the Clerks the planned list of works for the forthcoming year and I would urge the Council to take up the offer of a virtual meeting to discuss them further (if you're not online you can still phone into the meeting...)

Work Hubs

- As 'working from home' is likely to continue even after the end of the pandemic, Devon County Council have been looking at proposals to build new 'work hubs' which are in effect flexible work spaces, designed for home-based and mobile workers, business start-ups, freelancers and entrepreneurs.
- I think for rural areas like Torridge it will be a benefit as it will attract people who ordinary would have to live or work in a city.
- Two locations have been identified, one in Torrington and another in Winkleigh and I have been working with both Torridge

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| | <p>District Council and Devon County Council Officers on these proposals and I hope the Torrington Rural bids will be successful in securing funding.</p> <ul style="list-style-type: none"> • Even if these initial bid is not successful I think there is a lot of merit in this going forward as I think there will be more 'home working' and we are in a good position to capitalise on this in Devon, offering a much better quality of life than having to move to a large city. |
| 287.3 | <p>District Councillor Councillor Hurley forwarded the following report.</p> <p><u>Strategic Plan 2020-2023</u></p> <ul style="list-style-type: none"> • Torridge District Council are asking the public for their views on the Council's STRATEGIC PLAN 2020-2023. The Strategic Plan describes the priorities and direction of our district. It shapes what TDC do, what the Council will prioritise spending money on and how they will work together with their partners over the next 3 years to get the best for residents. • The strategic themes are: Local Economy, Communities, Health & Housing, Our Environment our Future and Our Council • Details can be found on the website: https://www.torridge.gov.uk/Consultations On the website page there is also an email address to feedback any comments on the plan. The consultation closes on 23rd September. <p><u>Burton and Plough Funding</u></p> <ul style="list-style-type: none"> • At this weeks meeting of the Community and Resources Committee it was agreed that a new 5 year funding contract be awarded to the Burton Art Gallery in Bideford. This is a renewal, at reduced financial terms, of the contract that was agreed in 2015. This still has to be approved by Full Council. At the same meeting it was agreed to award the Plough £25,000 to help with the present financial difficulties that this organisation is facing. <p><u>Local Swimming Pools</u></p> <ul style="list-style-type: none"> • A petition has been started with the aim of getting Torridge DC to reopen the local swimming pools. For information, Torridge didn't close the pools and these pools are managed by a Company called 1610, and it is they who are responsible for the delay in reopening. <p><u>Extraordinary Internal Scrutiny Meeting</u></p> <ul style="list-style-type: none"> • I mentioned in my August report that a Notice of Motion was being presented to Full Council proposing 1 or 2 hours free parking for a period of two months in Bideford, Torrington and |

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| | <p>Holsworthy to try and stimulate footfall and purchases in the local shops. Subsequently, because finances are involved, the NoM was debated and passed at the Community and Resources meeting held on 17th August. This decision has now been called in to the Internal Scrutiny Committee for discussion on 15th September. The reason given for this call in is that Councillors did not debate the full implications of free parking.</p> <p><u>TDC Financial Position</u></p> <ul style="list-style-type: none"> • Councillors, and those members of the public who watched the C&R meeting on Monday live via Youtube, were informed that the financial position of Torridge District Council is not as precarious as was at one time it was feared that it would be. This is principally due to Central Gov't Funding and also fees and charges earned by Planning and building control when this sector held up well during the lockdown period. Car parking income, whilst down on the previous year, regained some ground due to the staycation that has taken place. • In relation to the above, I received an email informing me that the planning and land charges teams have received an unprecedented demand for their services. • In terms of Land Charges property sales and purchases have literally gone through the roof, with buyers from afar deciding that they will purchase properties without even viewing them. In addition the stamp duty holiday has made a big impact. Planning has increased due to the governments drive to stimulate the economy. Both teams are flat out with staff working additional hours. Unfortunately as they are both highly specialised areas staff can't be pulled in from other teams, as the training is significant. Customers are going to be asked to please be patient as Torridge are doing all they can to deal with all requests. |
| <p>288</p> | <p>PARISH MATTERS</p> |
| <p>288.1</p> | <p>To receive an update regarding the recreation field activities.</p> <ul style="list-style-type: none"> • Repairs to the mower appear are on-going. • Work continues on the south side of the football field with trenching for the ground source heating for the Parish Hall. |
| <p>288.2</p> | <p>To receive an update regarding construction of the MUGA.</p> <ul style="list-style-type: none"> • TK Play have started activity on constructing the MUGA. The area was fenced off last week and turf cutting and levelling will take place his week. It is planned that stone for the foundations will be delivered at the end of this week / beginning of next week. There will then be a gap until October before TK Play will |

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| | return to complete work. Lighting is planned to be installed at the end of October. | | | | | | |
| 288.3 | <p>To receive a report on prices for using the MUGA. Decision required on amount to charge.</p> <ul style="list-style-type: none"> • See appendix 1 for background. • There was considerable discussion regarding the rate per hour that should be charged for use of the MUGA. It was agreed that rates should be as follows: <ul style="list-style-type: none"> ○ Full cost per hour (including lights if required) £20.00 ○ There will be an initial discount period of 3 months where a price of £15.00 will be charged to attract users. Usage over the first three months will be assessed to consider whether discount period should be extended. ○ The Primary school will be offered a rate of £10.00 per hour. ○ Users will be directed to the on-line booking tool to make bookings and payments. ○ Bulk bookings (of more than 10 hours) can be made manually these will also attract a rate of £15 per hour. • It was suggested that we may want to provide toilet facilities either using the outside accessed disabled toilet or Changing Rooms. If these are opened then there will be an additional cost to consider for cleaning. | | | | | | |
| 289 | PLANNING | | | | | | |
| 289.1 | <p>To consider any other planning applications received between issuing of agenda and meeting.</p> <ul style="list-style-type: none"> • There were no planning permissions for consideration at this time. | | | | | | |
| 290 | CLERK'S REPORT AND FINANCE | | | | | | |
| 290.1 | <p>To receive update on financial position at end August 2020</p> <ul style="list-style-type: none"> • Bank balances at end of August <table border="1" data-bbox="528 1637 1385 1865"> <tr> <td>Lloyds Bank balance at 31/08/20</td> <td>£1220.06</td> </tr> <tr> <td>Lloyds Number 2 account at 31/08/20</td> <td>£10504.80</td> </tr> <tr> <td>Total</td> <td>£11724.86</td> </tr> </table> • Receipts £1000 from Devon County Council and £10 from Duncan Fletcher (allotment). | Lloyds Bank balance at 31/08/20 | £1220.06 | Lloyds Number 2 account at 31/08/20 | £10504.80 | Total | £11724.86 |
| Lloyds Bank balance at 31/08/20 | £1220.06 | | | | | | |
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| Total | £11724.86 | | | | | | |

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| | <ul style="list-style-type: none"> • Payments made of £50.00 to Leigh Pollinger and £10.18 to Andrew Symons. |
| 290.2 | <p>To request approval of BACS Payments and cheques</p> <ul style="list-style-type: none"> • Andrew Symons Fuel Shut Off Solenoid £116.78 and Spring £46.16 • Grantscape £2215 for Third Party Contributory amount to obtain Coastal Recycling award. • Payments approved. |
| 290.3 | <p>To review correspondence received.</p> <ul style="list-style-type: none"> • An email from Darryl Jagger of Devon County Council regarding road repairs and priorities in Langtree were discussed (see Appendix 2). • It was agreed that the proposal to consider the road through Stowford as an important local through route should be substituted for Putshole Lane (as originally suggested) as this attracts more heavy traffic. |
| 291 | <p>PUBLIC PARTICIPATION</p> <p>No comments were received.</p> |
| 292 | <p>ANY OTHER ITEMS AT CHAIRMAN'S DISCRETION</p> <ul style="list-style-type: none"> • Butts Meadow community garden wish to relinquish some of the land they are cultivating. The area available is equivalent to allotment size. This area will be cleaned and then offered for rent. • A section 106 agreement with the sale of the Green Dragon will result in funding for sports facilities within Langtree parish. Timing of this monies is dependent on sale timing and conditions. • The meeting closed at 9.15pm. |
| 293 | <p>DATE OF NEXT MEETING</p> <p>The next meeting will be held on Thursday 8th October 2020.</p> <p>It was noted that how this meeting will be held will depend on Government restrictions.</p> |

APPENDIX 1

MUGA PRICING CALCULATIONS

| COST CALCULATIONS | |
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| From Sports England Life Cycle Costings for maintaining a MUGA | |
| Sinking Fund (holding fund for long term maintenance). Percentage based on total cost of MUGA | 3.00% |
| Day to Day Maintenance. Percentage based on total cost of MUGA | 0.50% |
| Total | 3.50% |
| Assuming capital cost of £85000 | |
| Total annual income required to cover maintenance is 3.5% per annum of total cost | £2,975 |
| Let us say that MUGA is booked for number of hours per week | |
| | 10 |
| Assume 50 weeks useage per year | 50 |
| Total number of hours that MUGA is used per annum for costing purposes | 500 |
| Therefore maintenance cost divided by hours or the amount we need to recover to maintain MUGA | £5.95 |
| There is a transaction fee for using Paypal of about 3.4%. For calculation purposes add | £0.50 |
| Therefore total cost looking to be recovered for each booking is | £6.45 |

| COMPARATIVE PRICING | | |
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| Location | Per hour | |
| Teignbridge District Council | £35.00 | with lights |
| | £26.00 | without lights |
| Chumleigh Sports Centre - note costs are for 2015 | £13.00 | with lights |
| | £10.00 | without lights |
| Devon Hall Bideford | £17.50 | Member |
| | £22.50 | Non Member |
| Chudleigh | £15.00 | |
| South Devon College Paignton | £25.00 | |
| Burrington Parish Hall, Umberleigh | £10.00 | |

Questions

What amount should the Parish Council charge for customers using MUGA?

Note: It will not be possible to give a reduced rate to parishoners or use a membership scheme as we have tried to automate the system

For institutions such as Primary School we can implement a bulk booking system using an off system method. Do you want to give a discount for bulk bookings? If so how much?

We can return funds if somebody wishes to cancel but this has to be done manually.

Suggest that returns have a cost applied - how much should it be?

APPENDIX 2

