

# LANGTREE PARISH COUNCIL

## MINUTES OF MEETING

**14<sup>th</sup> JANUARY 2021**

**Note – This meeting was held remotely using video conference facilities**

<b>Present</b>	Councillors: Geoff Bond Colin Edworthy James French Mark Glover (Chairman) Peter Haselhurst David Ley Andrew Saywell (DCC) (part time) David Hurley (TDC)
<b>In attendance</b>	Leigh Pollinger – Parish Clerk 1 member of the public.
<b>304</b>	<b>WELCOME AND APOLOGIES FOR ABSENCE</b> <ul style="list-style-type: none"><li>• Apologies were received from Jenny Coles, Pat Mitchell and Franklin Tucker, Andrew Saywell had advised that he would be joining late.</li><li>• Thanks given to Peter Haselhurst allowing us to use his video conferencing facility.</li></ul>
<b>305</b>	<b>MINUTES OF THE LAST MEETING</b>
305.1	Matters Arising <ul style="list-style-type: none"><li>• None that are not covered below.</li></ul>
305.2	Minutes of meeting held on 8 <sup>th</sup> October 2020 and Extraordinary Meeting held on 18 <sup>th</sup> December 2020 to be agreed. <ul style="list-style-type: none"><li>• Both sets of minutes were approved - proposed James French, seconded by David Ley.</li></ul>
<b>306</b>	<b>DECLARATION OF INTERESTS</b> <ul style="list-style-type: none"><li>• The planning application below refers to Pat Mitchell's property, however he was unable to attend the meeting.</li></ul>
<b>307</b>	<b>REPORTS</b>
307.1	Police Community Support Officer <ul style="list-style-type: none"><li>• No report received.</li></ul>

307.2

County Councillor

Can I start by wishing you all a Happy New Year, and to thank everyone in Langtree for everything you are doing to keep the community safe during this difficult time.

### Coronavirus

- Stats – As of 14<sup>th</sup> January DCC area of Devon now up to 15,142 coronavirus infections since the start of the pandemic.
- Since the 8<sup>th</sup> January that is a weekly increase of 1,786 infections.
- By way of comparison... in Torridge there were 83 new infections in the last 7 days, North Devon 111 in the last 7 days, West Devon 73 in the last 7 days.
- There are now over 20,000 tests a week being carried out in the County.
- Locally, we have done incredibly well to keep our local infection rates as low as we have. **Torridge has one of the lowest infection rate per 100,000 in England (121.6)**, along with North Devon and West Devon, and **Devon as a whole has the one of the lowest rates in Upper Tier Authorities in England (222.6 per 100,000)**. At present Devon is actually the lowest Upper Tier authority, bar North Lincolnshire, but things can change quickly.

However... **cases are still rising**. In the November lockdown we saw cases continue to rise for about 10 days after the commencement of the lockdown. So if those trends are replicated for the January lockdown, we would anticipate seeing the impact of that in the figures next week.

Cases in Devon are highest in the working age population and elderly (75yrs +), with elderly cases, sadly, mainly attributable to care home outbreaks. In Torridge cases area very much in the working age bracket, and we are seeing increases in cases and outbreaks in workplace settings and subsequently households.

So while the situation is not as bad here as other areas of the country, the situation remains extremely serious. Please **stay at home**, and only leave home if you absolutely have to. When you do go out, don't forget to **socially distance, wear a face covering in indoor public spaces and wash your hands regularly**.

We don't have definitive proof yet but it is extremely likely that the new variant of coronavirus is here, and this strain is much more infectious than previous strains – where there have been outbreaks, in a workplace or care home, the number of infections has been much higher.

### Community Testing

DCC will start rolling out Community Testing for coronavirus at the end of this month.

Community testing will help to find individuals who have COVID-19 but do not have symptoms and need to isolate and who may inadvertently be spreading the virus. A positive or negative result will not remove the need to follow existing COVID measures socially and in the workplace.

Rapid lateral flow tests will be used, which will provide a result within thirty minutes. This will not be a substitute for the national coronavirus testing – if you are symptomatic, people should book a free NHS test via the [GOV.UK](https://www.gov.uk) website or by calling 119.

The first site is planned to open near the end of January, beginning in Exeter, with other sites planned to become available across the County in February and March.

The Director of Public Health has outlined that the when fully up and running the aim will be to get mobile testing sites deployed if there is a large outbreak in a specific setting (e.g. workplace) or community.

### **COVID Vaccinations**

On the more positive side... the good news is that residents of Torrington Rural aged 80+ and residents and staff of care homes **have started to receive their vaccinations**. County wide, **1000s of people have received their first vaccination dose**.

Main points for vaccine rollout:

- We now have vaccination hubs up and running at all four acute hospitals in Devon -these are vaccinating hospital staff and over 80's inpatients about to go home and outpatients
- 16 Primary Care Network vaccination sites up and running with 4 more coming on stream end of this week
- Mass Vaccination sites in Plymouth and Exeter to be opening before the end of January
- Vaccination of care home staff and residents has started prioritising largest care homes in the first instance (50+ residents)
- Locally, there have been vaccination sites at Holsworthy, Okehampton and Barnstaple. This has been due to the complexities of storing the Pfizer vaccine. Now that the Oxford vaccine has arrived, I know from talking to the head of one of Torrington's GP Practices that they are looking at rolling this out more locally so people do not have to travel long distances.

Priority for Phase 1 according to JCVI priority list is: Care home residents, over 80's and frontline health and care staff.

Thousands have been vaccinated already with each Primary Care Network having received at least one batch of vaccines (975 vaccines per batch); we received the Oxford vaccine last week and we have the workforce in place to undertake the vaccine programme. It is, however, a huge logistical exercise, very much dependent upon the speed and rate of vaccine supplies. Please though wait for the NHS to contact you when it is your turn.

### **Covid-19 Prompt Action Grant**

DCC's COVID-19 grants have opened again for the third lockdown. The guidance is slightly amended and can be found on this link along with the online application form. <https://www.devon.gov.uk/coronavirus-advice-in-devon/document/covid-19-fund/>

The biggest difference to the first two waves is that DCC are working in partnership with Devon Community Foundation to fund food projects. So any project that is for food provision needs to apply here <http://devoncf.com/apply/community-food-programme-2/>

### **Libraries and Recycling Centres**

- Devon's libraries are now temporarily closed for the new lockdown.
- Household Waste and Recycling Centres remain open for essential use only.

Can I again thank you for all you are doing to stay safe and to keep our communities safe during this difficult time. Hope is on the horizon with the vaccine... but we must not let our guard down or become complacent. Please follow the rules. DCC will do all that it can, as it has done during the first and second lockdown, to support the people of Devon during this difficult time and to protect the old, the young, and the vulnerable. We will recover from this pandemic and the lockdown. But in the meantime, please stay at home and stay safe.

### **Highways**

- Resurfacing is planned on the A388 between Stibb Cross and Frithelstock, 15<sup>th</sup> Feb – 12<sup>th</sup> March, night closures, weeknights only.
- This is a scheme identified and being completed by the Highways Asset Management team as a SCRIM site. SCRIM sites are sites where the skid resistance of the road is too low and it's been identified that the risk in this location is too high to not take action. This is why these works are taking place, even though visually it will not look bad...

	<ul style="list-style-type: none"> <li>• So if people do ask questions why, please give them this information.</li> </ul> <p><b><u>DCC Budget</u></b></p> <p>DCC's Budget is due to increase by just under £37million thanks to some additional Government funding. Specific details remain TBC and I will update the Parish Council next month.</p> <p><b><u>Locality Budget</u></b></p> <p>Please note if you have any projects in mind, funding for these will need to be allocated by the end of February.</p>
307.3	<p>District Councillor</p> <p><b><u>Capital Projects</u></b></p> <p>Difficult decisions have to be taken when Councillors discuss fully the Capital Projects. At a meeting last evening the projects were discussed and some suggestions were submitted to officers. Just prior to the last election Councillors met and balanced the sums needed for the proposed projects at that time. Since then costs have risen, Covid has helped to reduce Council income and newly elected Councillors have clamoured for more projects to be added to the list. Unfortunately the funds don't stretch to all the proposed projects so some will have to be shelved. The next stages are C&amp;R and Full Council.</p> <p><b><u>New Government Business Support Grants</u></b></p> <p>Following a session with Government Officers last week Torridge were advised that the guidance is likely to be with us by the end of this week. This means that it will be a number of weeks before payments of the £4k, £6k and £9k grants will be processed. Some work can be done to set the systems up, based on previous schemes. However, until the final guidance is available (previous experience being that schemes kept changing) Torridge will not start payments.</p> <p><b><u>Car park charges and enforcement</u></b></p> <p>There have been a number of questions with regard to car parking charges now that we have entered another lockdown period. There is recognition that this lockdown is completely different to that through to June 2020 when virtually everything was stopped and there was next to no traffic on roads. If Councils offer free parking then the loss of income cannot be recovered from the Government. Therefore Torridge car parks will continue to charge and the CEOs will still operate, although they will do so in more pragmatic and less punitive nature recognising that individuals needs are affected by the pandemic</p> <p><b><u>Land Searches</u></b></p> <p>I was called in December by a resident who informed me that he had</p>

	<p>been told that land searches were taking up 37 working days to complete. The number of applications to purchase property in our area had reached record levels and solicitors and surveyors were also struggling to service this demand. I'm pleased to say that the land search team worked during the Christmas break to try and reduce the backlog. I'm now happy to report that the turnaround time is now around 10 days.</p> <p>There is a new solicitor, Damien Hunter, commencing at Torridge on Feb 1<sup>st</sup>. His title will be Legal Services manager. He comes to Torridge from N Devon Council and has assisted at TDC plans meetings in the past so is no stranger to some Councillors and Officers.</p> <p><b><u>Vaccination Centre</u></b></p> <p>TDC heard on Saturday morning that Arnolds Pharmacy in Westward Ho! has had its application to operate a vaccination programme there approved.</p> <p>There is a provisional “go-live” date of 18 January and will be in the Baptist Hall situated adjacent to the main car park.</p> <p>This location is in addition to Barnstaple and Holsworthy which commenced vaccinating on Dec 19<sup>th</sup>.</p> <p><b><u>TPO's</u></b></p> <p>A list of tree preservation orders is being drawn up and will be issued to Parish Clerks when it is available.</p> <p><b><u>Council Tax</u></b> Torridge will be allowed to raise C/T by 3% in the forthcoming budget. However due to a shortfall in this year’s payments of around 1.5% the increase, should it be implemented, will only be worth 1.5%</p> <p><b><u>Management Appointments at TDC</u></b></p> <p>Head of Legal      Staci Dorey</p> <p>Head of Communities and Place      Sean Kearney</p> <p>Planning Manager      Shaun Harrington</p> <p>There is nothing further to report at this time with regard to the revamp of the TDC website.</p>
<p><b>308</b></p>	<p><b>PARISH MATTERS</b></p>
<p>308.1</p>	<p>To receive an update regarding construction of the MUGA.</p> <ul style="list-style-type: none"> <li>• The MUGA is now completed and is being used by local schools which is permissible under the Tier 4 regulations (all other sports and groups are banned).</li> </ul>

	<ul style="list-style-type: none"> <li>• There has been a limited amount of tidying up around the outside of the MUGA and we do need to purchase a sign for display on the outside giving rules of how to use the facility, this is being finalised.</li> <li>• The first couple of weeks of use has pointed out some minor improvements that could be made including putting some form of lock on the flood light switch, putting a combination lock on changing room door, and some trenching around back of MUGA to improve drainage (this is planned and Pat Mitchell will carry out in due course).</li> <li>• All payments bar one invoice which is under dispute have been made and all grants have been received excepting £2400 from Sport England which we are currently applying for.</li> </ul>
308.2	<p>To receive an update on the formal transfer of the MUGA to Langtree Parish Hall and Langtree Hall Players (operating organisation).</p> <ul style="list-style-type: none"> <li>• After the extraordinary meeting held on 18<sup>th</sup> December 2020 to discuss how to overcome potential VAT issues, a meeting was held with then Langtree Parish Hall committee. It was agreed with them that they will lend £15k to the Council to cover VAT on invoices whilst payment from HMRC awaited. The Parish Council will return moneys as soon as payment has been received (planned to be before 31<sup>st</sup> March 2021).</li> <li>• It was also discussed and agreed to lease the MUGA on a full cost and income basis to the Parish Hall. Lease documentation is to be prepared by Peter Peter and Wright – they have quoted £500 to do work which we have asked to be reviewed. The proposed lease period of 10 years with 5 year break clause was discussed and various options considered. It was finally agreed that the lease period should be 25 years with a 10 year break clause – proposed by Peter Haselhurst and seconded by James French. Note it was also agreed that the path would not be considered as part of the lease agreement.</li> <li>• A separate committee with members from both the Council and Parish Hall and from the community is in the process of being set up to manage the MUGA, football pitch and changing rooms. This group will be called the Langtree Hall Players.</li> </ul>
<b>309</b>	<p><b>PLANNING</b></p> <p><i>Please review these applications prior to the meeting</i></p>
309.1	<p>Proposed dwelling The Beeches Church Lane Langtree Torrington Devon EX38 8NS Ref. No: 1/1164/2020/FUL</p> <ul style="list-style-type: none"> <li>• There were no objections to this application.</li> </ul>

309.2	<p>To consider any other planning applications received between issuing of agenda and meeting.</p> <ul style="list-style-type: none"> <li>No other applications have been received.</li> </ul>
<b>310</b>	<b>CLERK'S REPORT AND FINANCE</b>
310.1	<p>To receive update on financial position at end December 2020</p> <ul style="list-style-type: none"> <li>Currently £6284.88 in the bank account.</li> <li>Current payments are detailed below.</li> <li>We are waiting receipts of £2400 is due from Sport England plus VAT of £17138.55 (claim form sent 4<sup>th</sup> January 2021).</li> <li>The grants and costings for the construction of the MUGA have been circulated previously and are included here at Appendix 1</li> </ul>
310.2	<p>To request approval of BACS Payments and cheques</p> <ul style="list-style-type: none"> <li>To pay £5.78 to Travis Perkins (for sand) and max of £4841.47 to Abacus Lighting after resolution of trenching issue (payments approved).</li> </ul>
310.3	<p>To agree the next year 2021/2022 parish precept</p> <ul style="list-style-type: none"> <li>The Parish Clerk advised that next year's budget needs to be completed but will be similar to this year's budget of £8000, actual spend is £5000 to date (excluding capital purchases). The new budget will be put forward next month.</li> <li>After discussions regarding the precept and the level of precept required it was agreed that it should be increased by c. 3% or £250 for the next year. The new precept will be £8750.</li> </ul>
310.4	<p>To review correspondence received</p> <ul style="list-style-type: none"> <li>Correspondence has been previously circulated by email.</li> <li>The Devon Carbon Plan initiative will be circulated – the Clerk is pulling together a response if anyone is interested in contributing.</li> </ul>
<b>311</b>	<b>PUBLIC PARTICIPATION</b> <ul style="list-style-type: none"> <li>No comments</li> </ul>
<b>312</b>	<b>ANY OTHER ITEMS AT CHAIRMAN'S DISCRETION</b> <ul style="list-style-type: none"> <li>Andrew Saywell stated he does have some grant monies left. The clerk advised we need some replacement trees in the dog walking area and it was suggested that the two should be linked together.</li> </ul>

	<ul style="list-style-type: none"><li>• The meeting closed at 9.05pm.</li></ul>
<b>313</b>	<b>DATE OF NEXT MEETING</b> The next meeting will be held on Thursday 11 <sup>th</sup> February 2021, probably by video conferencing facility.

**Appendix 1**

<b>MUGA Finances</b>						
MUGA final costs and funding are shown below.						
Agreed final budget was £86,726 (see email conversations 14th September 2020 which added pathway of £2740 to final costs).						
Note: short term loan of £15000 has been agreed with Langtree Parish Hall to fund VAT between claim and receipt.						
VAT reclaim documentation was completed and forwarded to HMRC on 4th January 2021.						
<b>Costs</b>						
<b>Date</b>	<b>Supplier</b>	<b>Brief Description</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>	<b>Note</b>
27/08/2020	Deep Moor LF Ltd	Contributing Third Party Donation	£2,215.00	£0.00	£2,215.00	Paid
14/09/2020	Rexel	Underground Warning Tape	£25.46	£5.09	£30.55	Paid
14/09/2020	Rexel	Armoured Cable	£52.95	£10.59	£63.54	Paid
06/10/2020	BHIB	Extra insurance for MUGA	£65.08	£0.00	£65.08	Paid
12/10/2020	Travis Perkins	2 x 300mm S/S Pipe in 3 metre lengths	£249.64	£49.93	£299.57	Paid
13/10/2020	Mitre	Netball System	£166.67	£33.33	£200.00	Paid
14/10/2020	Locks Direct	Combination Lock	£29.77	£5.95	£35.72	Paid
20/10/2020	Locks Direct	Combination Lock	£31.33	£6.26	£37.59	Paid
06/11/2020	Abacus	Delivery of materials for MUGA lighting	£6,690.91	£1,338.18	£8,029.09	Paid
12/11/2020	Central Devon Electrical Services	Final wiring connection for MUGA lights	£50.00	£0.00	£50.00	Paid
13/11/2020	Abacus	Erection and fitting of lighting columns	£4,034.56	£806.91	£4,841.47	Not Paid - £700 in dispute
27/11/2020	TK Play	Construction of MUGA	£66,000.00	£13,200.00	£79,200.00	Paid
10/12/2020	Abacus	Completing fitting of lighting columns	£3,043.02	£608.60	£3,651.62	Paid
11/12/2020	TK Play	Construction of MUGA Pathway and extras	£4,586.00	£917.20	£5,503.20	Paid
09/01/2021	JAG Signs	Signage	£60.90	£12.18	£73.08	
09/01/2021	Travis Perkins	Sand for Netball system	£11.00	£2.20	£13.20	
		<b>Total</b>	<b>£87,312.29</b>	<b>£16,996.42</b>	<b>£104,308.71</b>	
		<b>Funding Budget</b>				For MUGA and pathway .
		Sport England	£48,000.00			£45600 received, balance on completion of forms from supplie
		Coastal Recycling	£19,859.00			Fully received.
		Parish Hall Fund Raising Activity	£7,117.00			Fully received.
		Balsdon Trust	£3,000.00			Fully received.
		Parish Hall	£2,000.00			Fully received.
		Devon County Council	£1,000.00			Fully received.
		Parish Council	£6,336.29			Original allocated amount was £3500. Difference between actual spend and received grants has been paid out of reserves.
		<b>Total</b>	<b>£87,312.29</b>			