



AXMOUTH PARISH COUNCIL

CLERK:
BECKI DAVEY
2 WESSITERS
SEATON
EX12 2PJ
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**A virtual Annual meeting of Axmouth Parish Council was held on Wednesday 6th May 2021,
immediately following the Annual Parish Meeting**

Those present:

CLlr Ken Steven CLlr Morag Steven CLlr Ron Badger CLlr Paul Britton
CLlr Graham Mather CLlr Nigel Daniel (left 7:30)

In attendance: Becki Davey (Clerk)

The Councillors were summoned to attend a meeting of the Axmouth Parish Council to discuss the following matters;

- 1) **Election of Chair:** CLlr P Britton nominated CLlr K Steven as Chair. CLlr Graham Mather seconded. All in favour. CLlr K Steven is Chair.
To receive Declaration of Acceptance of Office by the Chair: This will be signed by the Chair outside of the meeting.
- 2) **Election of Vice-Chair:** The clerk advised Councillors that both CLlr Daniel and CLlr Garrett had offered to stand as vice-chair. CLlr M Steven proposed CLlr N Daniel be vice-chair. CLlr R Badger seconded. All in favour. CLlr N Daniel is vice-chair.

Commencement of Ordinary Council Meeting:

- 3) **Apologies:** Were received from CLlr Garrett – work, CLlr I Hall - work. Approved.

Clerk confirmed that the meeting was quorate.

- 4) **Declarations of Interests:** None declared
- 5) **The Minutes of the Parish Council Meeting on 17th March 2021:** The minutes were **approved**.
These will be signed as a true record at the next face to face meeting.
- 6) **Highway Matters including VAS (Vehicle Activated Signs) and 20 mph trial update:** CLlr Hall was unable to attend the meeting. The clerk advised that the mobile VAS signs in Chapel Street are being processed. The council will be invoiced once the works have been completed. The site outside Marandellas will take months and months – with lock down DCC are unable to carry out speed checks

and County Hall have several on the list to do. Once the survey has been done it will then need to go through the SCARF process which again will take time.

Cllr K Steven advised that the No Overnight Parking sign at the car park at the bottom of Squires Lane has been removed again. Councillors agreed to not replace this as it is the second time this has been removed and is coming out of the Council budget. It was suggested that 'No Overnight Parking' be stencilled along the pavement. **ACTION: CLERK** to find out if this would be possible.

Cllr Daniel advised that there is a manhole that is sinking (300m to the north of the village gateway heading towards Boshill). **ACTION: CLERK** to report to DCC Highways.

A wooden post along Church Street has been removed alongside the brook when a person fell in and the fire brigade had to rescue her. **ACTION: CLERK** to contact DCC to see if they will replace.

- 7) **Police Report:** No member of the force was present and no report had been received.
- 8) **To set future meeting dates until the next Annual Council Meeting:** The clerk had circulated the proposed dates to all Councillors prior to the meeting. Councillors approved the meeting dates.
- 9) **To agree outside body representation:** Footpath Warden (P3 Co-ordinator) – Cllr Daniel, Highways Group – Cllr Garrett, Jurassic Coast Champion – Cllr Britton, Community Safety Group – Cllr Badger, Road Warden – Ian Hunt, Playground – Cllr Britton & Cllr Garrett, Village Hall, Cllr G Mather & Cllr K Steven, Seaton Beach Management Plan Group – Cllr N Daniel

10) Review of Internal Control and GDPR procedures:

- a) Code of Conduct
- b) Asset Register
- c) Terms of Reference of Internal Audit
- d) Financial Regulations
- e) Standing Orders
- f) Risk Assessment Procedures
- g) Grant Awarding Policy
- h) Complaints Procedure
- i) Publication Scheme
- j) Privacy Policy
- k) Discipline Policy
- l) Grievance Policy
- m) Social Media Policy
- n) Information & Data Protection Policy
- o) Press & Media Policy
- p) Management of Transferable Data Policy
- q) Councillor Privacy Notice

The clerk had circulated the above policies and procedures to Councillors prior to the meeting advising them of any changes. Councillors reviewed and **approved** the above policies and procedures and agreed to no longer offer hard copies of documents under the Publication Scheme as items can either be found on the Council website or can be emailed as a PDF.

11) **Review Action Plan:** The clerk had circulated the Action Plan to all Councillors prior to the meeting. Councillors approved the plan.

12) **Review Fixed Assets Responsibilities:** Councillors reviewed the fixed assets responsibilities. The councillors agreed the responsibilities and the clerk will send a review form to the relevant Councillors in readiness for the next Council meeting.

13) **Financial Matters:** *(Unless stated otherwise, any items requiring signatures will be signed at the next face to face meeting)*

- a) To approve the financial statements to the end March 2021 and April 2021: Councillors **approved** the financial statement.
- b) To review the final outturn for 2020/21 including earmarked reserves: Councillors reviewed the final outturn and earmarked reserves.
- c) To certify Axmouth Parish Council as Exempt from a limited assurance review: Councillors resolved to certify the Parish Council as exempt. *The clerk will meet with the chair to have the certificate signed.*
- d) To consider, approve and sign the Annual Governance Statement for the Annual Audit: Councillors considered and approved the Annual Governance Statement. *The clerk will meet with the chair to have the statement signed.*
- e) To consider, approve and sign the Annual Accounting Statement for the Annual Audit: Councillors considered and approved the Annual Accounting Statement. *The clerk will meet with the chair to have the statement signed.*
- f) To approve the income and expenditure accounts 1 April 2020 to 31 March 2021: Councillors **approved** the income and expenditure accounts.
- g) To consider grant applications from Axmouth PCC for £250 towards the production of the Parish Magazine and £500 towards the upkeep of the graveyard at St Michael's church: Councillors discussed the above applications. Councillors **approved** both applications. The clerk is to arrange the payments.

h) To approve the following payments

			£
DALC	Annual Membership	BACS	119.73
Zoom	Annual Subscription	DD	71.94

The clerk asked for an additional payment;

Mrs T Jenkins	Annual Internal Audit Fee	BACS	135.00
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Councillors **approved** the above payments.

14) **Planning Applications:**

a) **New applications for consideration:**

21/0898/COU | Land West Of Leggetts Lane, Rousdon | Temporary change of use of land (for three year period) for the siting of up to seven glamping tents, five dining domes and associated facilities and parking. (Councillors had a site visit with the applicant prior to the meeting). There has been a lot of public response to this application which have all been also sent to the planning authority, EDDC. Councillors objected to this application for the following reasons: Highways Issues: Councillors are concerned over the access to the site being via a bridlepath and also the possible increase in traffic. Noise and Light Pollution: The site is at the point in the area where lights emitted from the site will be seen from afar and the noise will

travel down the valley. There is also concern over large groups hiring the site and the noise that will come from the required generator. Nature Conservation: The site is within an AONB and there is concern over the wildlife that is currently able to roam free and settle being disturbed. Concern was also raised over the placement of the waste that will be created, although Councillors were advised this would be removed daily.

21/0899/COU | Land To The East Of Leggetts Lane Chadstone Farm Rousdon | Temporary change of use of the land (for a three year period) for the siting of five bell tents, dining domes and associated facilities and parking, plus the alteration and retention of existing access track for a temporary period. (Councillors had a site visit with the applicant prior to the meeting).

The clerk advised that an amended application had been received reducing the site area and widening the track. There has been a lot of public response to this application which have all been also sent to the planning authority, EDDC. Councillors considered the application.

Councillors do not support the application as above

21/0813/FUL | Axeclyff Golf Club Axmouth Seaton EX12 4AB | Replacement pump house/workshop with associated landscaping and access road. Councillors discussed the application. Councillors support the application. Clerk to advise EDDC.

b) Scheme of Delegation: Councillors discussed the scheme of delegation. Councillors **approved** the scheme which will come into effect immediately.

15) **Future of Axmouth Playground:** As not all of the Councillors were in attendance, following a brief discussion, it was agreed that this be added to the next agenda.

16) To accept reports and agree actions from the following:

- a) **County Councillor: Cllr Hall** was unable to attend the meeting.
- b) **District Councillor: Cllr Thomas** was unable to attend the meeting.
- c) **Parish Councillors:** No reports.
- d) **Parish Clerk:** A report had been circulated prior to the meeting. Accepted.

17) To accept any relevant correspondence: All correspondence accepted.

Next Parish Council Meeting 21st July 2021 at 7:00pm

The meeting ended at 8:08pm

Date:

Chairman: