

DRAFT

**Minutes of Parish Council Meeting
Tuesday 6th October 2020
Zoom Online at 8pm. Meeting ID: 875 2328 2676**

Present	Chairman	Cllr Bertram	
	Councillors	Cllrs Atkins, de Mendonca, Hawkes, Haynes, Munford, Offer, Osman, Smith	
	Clerk	Maureen Haynes	
	Public	1	
Open Forum			
Nothing to report			
1020/01	Apologies	Cllr den Hollander (tech issues)	
1020/02	Minutes	Proposal – to approve the minutes of meeting on 01-09-2020 Proposer - Cllr Smith Seconded – Cllr Haynes	
1020/03	Declarations of Interest	None	
1020/04	Report of County Councillor	No report available	
1020/05	Report of District Councillor	See Appendix A	
1020/06	Report from Police	No report available There was a brief discussion about the proposed changes to the Highway Code – pavement parking. In the parish, this only occurs when vans deliver to the school and in Church Park	
1020/07	Matters Arising		Action
540	Highway Matters	Finally, the 20mph roundels have been painted on the roads into Cornwood. Cllr Haynes will follow up on roundels for Lutton. The Speedwatch group will assess areas of the parish where speeding is seen as a problem. Volunteer road wardens continue to clear gullies and culverts while leaves and other debris cause blockages. The wardens started to clear the road channels in the village but soon realised that a massive amount of green waste was generated. This is classified as contaminated and has to be disposed of by a licensed carrier at a licensed tip. It was agreed that the clerk would look into options and costs. On Gibb Hill, a kerbstone has fallen onto the road – this will be reported to Devon Highways	JH Clerk Clerk
2666b	Public Toilets	They are open again and as before; the Ladies is being used as a unisex toilet.	
2688a	Recreation Areas	A cllr has found a connection in America, which may provide some funding for Lutton play area. There have been no negative comments about the PC applying for a PWLB loan to make up any funding needed for Lutton Play Area. Clerk will apply to the PWLB	Cllr MH Clerk Clerk
2820a	Housing Survey	Nothing to report	
0417/08a	Community Plan	Apart from Cllr Bertram there has only been one volunteer for the Speedwatch group. Writing a note to the school was suggested. Parking – A note in the magazine with a gentle reminder about emergency vehicles and consideration to other road users was supported.	CS

0418/08	Emergency Plan Work in progress. The PC hopes to provide a night landing site for the emergency helicopter if the funding and permissions are given.	
0419/08	Asset Register Council agreed to obtain quotes for refurbishing the parish benches.	Clerk
0520/12	Car Charging Points Nothing to report	
0720	Climate Emergency Declaration Proposal – To approve Climate Emergency and Biodiversity Statement (Appendix C) Proposer – Cllr Bertram Seconded – Cllr Haynes Agreed unanimously	
1020/08	Chairman’s Time Proposal – to approve Website Accessibility Statement (Appendix B) Proposer – Cllr Atkins Seconder - Cllr Offer Agreed unanimously	
1020/09	Planning Applications No planning applications. Proposed use of quarry waste for secondary aggregate and restoration of Tip T2, Lee Moor Quarry Complex - Notice of a Public consultation process via a web based location.	
1020/10	Reports of Representatives Good Neighbours Scheme still working well. Cllr de Mendonca suggested reminding residents that the scheme is still operating.	
1020/11	Footpaths The council has signed up to Devon CC P3 Scheme which will provide funding for maintaining the footpaths that are not in the National Park.	
1020/12	Correspondence Yonge Charity – letter received requesting two nominees. Cllr Smith and Mrs M Jarvis were proposed. Cllr Atkins agreed to approach Mrs Jarvis about taking on the role of trustee. What3Words – support and put details on social media WI – permission given to put planter in courtyard of public toilets.	LA
1020/13	Works Waiting for repairs to toilet doors, waiting for survey reports on Jubilee Memorial and Bus Stop in New Road, Lutton. PC accepted the quote for the repairs to bus stop at Crossways. Work should commence in December.	
1020/14	Finance A brief discussion took place about councils funding church repairs and/or maintenance. The finance team agreed to meet and report back at the next full meeting.	
1020/15	Payments and Receipts The following payments were authorised:	

Payments to be Authorised – 6th October 2020

Payee	Goods/Service	Amount (£)
Maureen Haynes	Cash for cleaner 17/08-13/09 NJC Pay Increase backpay New basic pay + phone/internet expenses Brass bolt lock covers Phone calls – I usually use my mobile as calls are free but mobile out of action so used land line	80.00 S/O + £80 BACS for covid 60.06 (408.56 S/O from 31/10/20) 4.20 10.00 Total 154.26
PlusNet (DD)	Broadband Sept	21.60
SHDC	Insurance + inspection Luton play area Insurance + inspection Cornwood play area	252.00 252.00
KIOO Marketing	Website Hosting	240.00
DALC	Training - JB	18.00
Michelmore Hughes	Rent for Cornwood Play Area	200.00
Cornwood School	Donation of Paul Aspden's fee for internal audit	100.00

Receipts

Payor	Goods/Services	Amount (£)
SHDC	Precept	10,212.50

Bank Balances 31/09/2020

Treasurer's Account	£3,655.39
Savings Account	£42,264.75
Special Savings Account*	£9,135.20
Total	£55,055.34

*of which £16,543.43 is ring fenced for public toilets

* of which £4,700 is ring fenced for Luton play area

* of which £4,000 is ring fenced for Church grass cutting (2019/20 and 2020/21)

16 Date of next Meeting – **Tuesday 3rd November.** Time and venue to be confirmed.

Signed

Date

Appendix A

Report to Cornwood Parish Council

06 October 2020

From **Cllr Barrie Spencer**
Bickleigh & Cornwood Ward, South Hams District Council

I am sorry I have not been with you for a while.

Covid 19

I previously reported to you that the Cluster Groups that had been set up to deal head on with Covid 19 were being scaled back with staff slowly returning to their normal duties, but I wanted to emphasise that the Council will be continuing to play a key role, alongside, partners, responding to the short, medium and long term impacts of the pandemic.

The Legacy of Covid 19

I also reported that there had been a pressure put on Council finances with a loss of its own income being a significant factor. These losses include income from business rates, car parking etc. The scale of the impact has taken a little while to assess but there was a fairly accurate estimate of something like a £1.3million deficit on the year. The decision was taken to review the Councils finance mid year and reserves have been used to bridge the gap.

Recovery Plan

The Council is continuing to draft its own Recovery & Renewal Plan which was first discussed in detail at the Executive meeting on 04 June. This plan is vital to the Council's forward planning and I will let you know more as things develop.

Fly tipping

This continues to be a huge upsurge in fly tipping in the area including commercial refrigerators, cars, car seats, carpets, domestic debris and all sorts.

South Hams are doing what they can but there is now an increasing backlog and a limited number of sources that the Council can use to remove the offending material. They continue to monitor the position and hopefully will continue to make progress as more sources open up.

Barwood Development

As much as we might have wished it had gone away, Barwood is still around and both Cllr Nicky Hopwood and myself have been holding regular monthly Zoom meetings with both the planning officer and the Urban Fringe co-ordinator. Unfortunately, Barwood are still intent in their actions and this is still progressing slowly. Additional reports and further studies are being sought and there will be a further consultation in the autumn which would offer greater insight into their current thinking. I would encourage you to maintain the pressure on the developers; nowhere in my script does it say that we should make life easy for them. There have been only minor relays as a result of Covid19.

SHDC Meetings

These meeting continue to be held using Skype rather than face to face and are likely to be conducted in this way for some time. Members of the public are always welcome to attend and details of all meetings are provided on the SHDC website under the 'Your Council > Committees' tabs. Meetings are broadcast on YouTube.

No staff are working at Follaton House other than those engaged on essential maintenance work and this is likely to be the case for some time to come. The success of working from home may well become the norm!

Climate Changes

The Councils Working Group on Climate change continues to meet and we are looking forward to their report shortly; although I do not have a precise time it should be this year.

As you know the Council has set aside £400,000 from reserves to offer to local groups to support climate change initiatives in the area. This is in addition to Government funding which is currently available.

Fusion Lifestyle

To help out the struggling community leisure facilities in the South Hams the Council has put up an additional £243,000 in loans and grants to help support the Leisure centres at Ivybridge, Kingsbridge, Dartmouth and Totnes.

New Waste Collection Arrangements

New arrangements have just come into place regarding waste collection with major changes proposed in the early part of next year.

As far as I can tell no one in the Parish is adversely affected by the new arrangements although the actual time of collection may have changed; the day of collection is unchanged.

Why is it changing?

- Public want to recycle more from home
- Meets climate change targets
- Removes the single use plastic bags
- Aligns our service with the rest of Devon to make it easier for residents to understand

When is this all happening?

- Press releases, containers, depot, vehicles – September 2020 to January 2021
- SHDC staff can attend PC meetings, if so desired – September 2020 to March 2021
- Container deliveries – January to February 2021
- New services start – March 2021

Investment Made

- 12 new recycling vehicles + specialist plant - £2m
- Ivybridge depot construction - £1.3m
- 250,000 recycling containers and storage - £600,000
- 80,000 mail drops - £50,000
- Communications & Engagement Strategy
- Container distribution

Can I remind residents that if you have issues relating to waste collection you can now only report it direct to SHDC direct through their 'Report It' facility on their website. You can report things as they occur without waiting for the next Parish Council meeting. Similarly, Parish Councillors can do this on behalf of residents by using the same portal. This reason for using this method as the sole source is that the backroom collection of data is more comprehensive since all the data comes through only one portal.

Phase two of the rollout of the new service will be in the first quarter of next year. We are currently awaiting new trucks and other equipment where Covid19 delays have impacted on the previously agreed target dates.

Barrie Spencer

Cllr.Barrie.Spencer@southhams.gov.uk

06 October 2020

Appendix B

Accessibility Statement (Draft)

This website is run by Cornwood Parish Council.

We want as many people as possible to be able to use this website. For example, that means you should be able to:

- change colours, contrast levels and fonts
- zoom in up to 300% without the text spilling off the screen
- navigate most of the website using just a keyboard
- navigate most of the website using speech recognition software
- listen to most of the website using a screen reader (including the most recent versions of Narrator, JAWS, NVDA and VoiceOver)

We've also made the website text as simple as possible to understand. **Ability Net** <https://mcmw.abilitynet.org.uk/> has advice on making your device easier to use if you have a disability.

This website's level of accessibility has been **manually checked** and measured against a specific set of accessibility guidelines and checkpoints. **WC3**, see guideline link below. We also used the methodology described in "Website Accessibility Requirements" produced by NALC <https://www.nalc.gov.uk/>. This website was tested using the Microsoft <https://accessibilityinsights.io/> tool recommend in that publication.

On 1st September 2020, all content available on the server at <http://www.cornwoodparishcouncil.co.uk/> conforms to Web Content Accessibility Guidelines 2.0 at <http://www.w3.org/TR/WCAG20/>. Single-A conformance.

- The technology that this content "**relies upon**" is: HTML 4.01.
- The technologies that this content "**uses but does not rely upon**" are: jpg.
- The technology that site uses is Wordpress.

If you have any comments or questions about accessibility of our website and/or require a document or PDF in an additional format please email info@cornwoodparishcouncil.co.uk.

Technical information about this website's accessibility.

- Cornwood Parish Council is committed to making its website accessible, in accordance with the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018.
- This website is **partially** compliant with <https://www.w3.org/TR/WCAG21/> AA standard, due to the non-compliances and exemptions listed below. Therefore, it has been given a rating of A.

- **How accessible is this Website? Non-accessible content.**

Some parts of this website may not be fully accessible:

- some PDF documents may not be fully accessible to screen reader software.
- maps may be difficult to navigate using screen reader software.
- some text and links may have poor colour contrast. See additional help in setting colours in your preferred browser below.

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- Scanned PDF documents do not comply with the Accessibility Regulations 2018 but these documents can be provided in an alternative format or on alternative media, on request.

Content that's not within the scope of the accessibility regulations
3rd party products.

- We may use Google maps. These may not be accessible to some people. We will always provide the information by alternative means on request
- Social media share bars may not meet the required colour contrast levels.

We do not plan to add captions to live video streams because live video is exempt from meeting the accessibility regulations.

The accessibility regulations do not require us to fix PDFs or other documents published before 23 September 2018 if they're not essential to providing our services.

Additional help for increasing text and setting colours other browsers.

If you are using a computer with a **Windows operating system**, you can zoom in or out of any webpage by holding down Ctrl and pressing + to zoom in, or holding down Ctrl and pressing - to zoom out. In the settings menu you will find an Ease of Access option that allows Narrator, magnifier and colour contrast functions.

Increasing text and image sizes using Microsoft Edge

1. In the top tool bar is a + or – button and a read aloud option.

Setting colours in Microsoft Edge

You can also set Internet Explorer to use colours you find easier to see and to ignore colours you find it harder to see.

1. Settings. (Cog wheel)
2. Ease of Access > High Contrast > choose one of four themes.

Increasing text and image sizes using Google Chrome

1. Click the + or – options on the bottom right of the screen to increase or decrease the text displayed.
2. Under Web Content, you can set default fonts, font sizes and zoom level.

Preparation of this accessibility statement

This statement was prepared on 24th September 2020. Next review 24th March 2021.

Appendix C

Cornwood Parish Council Emergency Statement.

Devon County Council have made a commitment to reduce their carbon emissions to net-zero by 2030. Cornwood Parish Council supports this commitment and will work with DALC (Devon Association of Local Councils) and appropriate government departments to assess the Parish's carbon footprint and identify and incentivise a programme compatible with UK to achieve sustainability across the community. All of the following could be pertinent to more than one heading.

Carbon Emissions and reductions: To make cycling and walking the natural choice for shorter journeys. To support electric bike and car technology. Solar charging points. Maintain, and where possible, lobby to improve public transport, local ring-and-ride services and develop community transport options.

Mental Health: Encourage community involvement in village activities, groups and clubs. Support the Fair food scheme/food bank. Have a support network to help with all links to mental health and other public services.

Environment & renewable energy: Green charging point solutions. Reduce the reliance of fossil fuels and cut carbon emissions. Reduce energy consumption through energy efficiency. Provide help in reducing fuel poverty and the carbon footprint of the community and to reduce domestic and commercial water consumption. Promote links to South West Water butts initiative and the use of grey water for gardens.

Education: Encourage and sign up to organisations that support, record and monitor wildlife. Woodland Trust, Devon Wildlife Trust and the Dartmoor National Park. Work with the local primary school. Promote carbon reduction initiatives through Social Media and village website.

Housing: When making planning decisions, take into account the carbon neutral target and the Government's target of reducing fossil fuels for heating.

Agricultural Best practise: Investigate and promote agroecology (the science of managing farms as eco systems. Among other things, this involves building and maintaining healthy soil. Managing water wisely. Minimising air, water and climate pollution and creating biodiversity.

Recycling: Develop options to increase diversion of waste from landfill. Better awareness of compostable materials. Support the school textile drive. Broken garden tools to HMP Dartmoor.

In order to facilitate the above, the parish council agrees to put **Climate Emergency Statement** on the agenda so as to regularly review progress and consider acting on recommendations.

Proposed:

Seconded:

Dated 3rd September 2020