

To members of Halwill Parish Council

You are hereby summoned to attend a **Virtual Meeting of Halwill Parish Council** which will be held on **11th March, 2021 at 7.30 p.m.** by video conferencing for the purpose of transacting the following business:

AGENDA

2021/Mar/1 Apologies: To receive apologies for absence

2021/Mar/2 Declarations of Interest

Deferment of business for Public Question Time. Time allowed at the discretion of the chairman. The public are invited to give their views and ask questions about items on this agenda. They may also raise issues for future consideration which may be made agenda items for a future meeting. Answers may be given in writing.

2021/Mar/3 Clerk's & Councillors' announcements

2021/Mar/4 To confirm Minutes for February 2021

2021/Mar/5 Finances
• Bill for payment

2021/Mar/6 Action List

2021/Mar/7 Flag Flying and National Mourning protocol.

2021/Mar/8 Traffic speed past Holywell Park, should we ask for the 30 mph zone to be extended

2021/Mar/9 Shelter for the grass area to the South of the car park

2021/Mar/10 Planning
Torridge District Council, the determining authority, has asked for comments on the following applications:

Reference: 1/0194/2021/FUL

Proposal: Creation of commercial fish pond (Affecting a public right of way)

Location: Anglers Paradise Winsford Lane , Winsford Lane, Halwill,
Beaworthy, Devon

Deadline for comment: 21st March 2021

2021/Mar/11 Correspondence

2021/Mar/12 Matters to be raised for information only

2021/Mar/13 To confirm the date of the next meeting

Signed – Don Osborne

03/03/2021

Press and public welcome to attend. Contact the Clerk for details of how to do this.
Members of the press and public requiring access to any documents mentioned
In this Agenda are asked to contact the Clerk

HALWILL PARISH COUNCIL

Don Osborne. Clerk. PO Box 16, Beaworthy, EX21 5ZG
halwill.parish.clerk@hotmail.com

MINUTES OF THE PARISH COUNCIL MEETING HELD ON March 11th 2021 At 7.30pm – By Video Conferencing

	<p>The meeting started at 19:30</p> <p>Present: Cllrs J Hardman (Chair), J Wilson (JW), V Osborne(VO), R Cristofoli(RC), C Langston(CL) Cllr R Grocock, R Livermore(RL), Ward Councillor P Hackett, County Councillor B Parsons</p> <p>In Attendance: 4 members of the public & clerk</p>	
2021/Mar/1	<p>To receive apologies for absence - Apologies were received from Ward Councillor P Watson</p>	
2021/Mar/2	<p>Declarations of Interest - None</p> <p>Standing Orders were suspended to allow the public to speak. The Halwill Gala CIC raised £1,000 towards defibrillators for the parish. The parish council expressed its thanks to the representative of the Halwill Gala present at the meeting. It is not yet clear if there will be a Gala this year.</p> <p>J Lawlor reported that the return to school has been going well but there is some congestion in the car park at drop off and pick up times. JW commented that Halwill Primary school was managing the return to school much better than many of the schools he has been surveying but the staggered class times was in part causing the congestion problem with one lot of parents arriving as another lot are leaving.</p> <p>Standing orders were reinstated</p>	
2021/Mar/3	<p>Clerk's & Councillors' announcements Councillor V Osborne announced that she would be standing down as councillor at the end of the meeting as she no longer has the time. Ward Councillor Hackett reported that Torridge District Council has raised its precept to the maximum allowed. It has had to do this to avoid an ever widening shortfall in future.</p> <p>The Clerk informed the meeting that Mike Stone is no longer interested in being the P3 (Parish Paths Project) coordinator. A new coordinator does not need to have a connection to the parish council.</p>	
2021/Mar/4	<p>To confirm minutes for February 2021 Meeting. The minutes were signed as a correct record by Cllr J Hardman</p>	
2021/Mar/5	<p>Finance</p> <ul style="list-style-type: none">• Bills for payment <p>The following payment was approved</p>	

	Date	Company	Amount inc VAT	For what
2021/Mar/6	11/02/20	D C Osborne	£379.16	Pay 1 month
	11/02/20	D C Osborne	£20.85	New Flag
	03/03/21	Hawthorns Accounting Services Ltd	£69.00	Payroll services
	08/03/21	Royal Mail Retail Ltd	£283.50	PO Box renewal
	<p>Current Account Total For month inc VAT: £752.51 Current Account Total for month ex VAT £701.78 Current Account VAT Total for month: £50.73 Clerk's Total For month: £400.01</p>			
2021/Mar/7	<p>Action List There are no outstanding actions from February. Dave Hockin will start groundworks at the end of the car park in April JW reported that the parish council might be able to get road planings to finish off the pump track. The parish council agreed that if we can they get them they can be dumped on the area at the end of the car park. RL told the meeting that he has 3 fruit trees which he wants to plant in the area at the end of the car park. This will have to be done after the landscaping and shelter is built.</p>			
2021/Mar/8	<p>Flag Flying and National Mourning protocol There are 20 official flag days when the union flag should be flown from public buildings but it can be flown anytime or not at all. The councillors debated whether the flag should just be flown on special occasions or should always be flown. If flown all the time some felt it would loose its significance. It was resolved to fly the union flag only on the Queen's Birthday, St George's Day and Remembrance week. (4 votes for; 2 against with the chair not voting). John Lawlor explained that In the event of the death of the monarch or the Queen's consort the "London Bridge Protocol" will come into effect. A book of remembrance will be sited in the parish, probably in the Hall as the Church is outside the main population centre. The book must be of special paper and indelible ink used. The Union flag should be flown at half mast.</p>			
2021/Mar/8	<p>Traffic speed past Holywell Park: should we ask for the 30 mph zone to be extended The Clerk reported that he had done some covert speed monitoring in the parish. He had not observed any vehicles exceeding the 40 mph limit past Lane End but most cars are exceeding the 30 mph limit as they enter the 30mph limit area. The issue has become more pressing as there are now more dwellings and holiday lets in the area. JW and others commented how effective the radar controlled speed sign at Highampton is. The Clerk reported that he has been in contact with</p>			

	<p>Highampton PC to ask how they financed this and whether they had problems with Highways but has yet to receive a reply. The Clerk circulated quotes for radar controlled speed signs – typically £2,000 to £3,500. BP suggested Ward and County councillors might have money available for this. The Clerk will get more details from Highampton PC or St Giles on the Heath.</p>	
2021/Mar/9	<p>Shelter for the grass area to the South of the car park RL suggested a twenty foot (6m) structure. The Clerk costed a traditional gazebo at 12 foot (3.6m) and has produced plans for a 14 foot version but was concerned about the height. RL suggested a pent roof design. BP suggested that we check insurance if we intend self build. A committee of interested parties will finalise a design so proper costings can be done.</p>	
2021/Mar/10	<p>Planning Torridge District Council, the determining authority, has asked for comments on the following applications:</p> <p style="text-align: center;">Reference: 1/0194/2021/FUL Proposal: Creation of commercial fish pond (Affecting a public right of way) Location: Anglers Paradise Winsford Lane , Winsford Lane, Halwill, Beaworthy, Devon</p> <p>The Clerk passed on a comment from a parishioner that the applicant does not have a good record in complying with conditions placed on planning consent. HPC does not object but would like it to be made clear that TDC should make sure that any conditions relating to the access track are complied with. Work on the pond should not block the bridleway.</p>	
2021/Mar/11	<p>Correspondence - Scallywags have asked for the Parish Council's comments on its proposed mural to go on the wall nearest the road. The Council supports the proposal which should brighten up a dull area. There is a scheme to recognise "Heroes of the parish". It was agreed to wait until the pandemic is over before discussing this.</p>	
2021/Mar/12	<p>Matters to be raised for information only None</p>	
2021/Mar/13	<p>To confirm the date of the next meeting The next meeting will be on April 8th 2021 at 19:30</p>	

The meeting ended at 20:40

Budget to date
HALWILL PARISH COUNCIL - BUDGET 2020/21

	BUDGET	2020											2021			TOTALS	YET TO	REVISED	VARIANCE
		2020/21											ACTUALS			FOR YEAR	PAY	2020 - 21	
		£	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	2019-2020				
Insurance	500			430										430	-	430	-70		
PO Box	240											236		236	-	236	-4		
DALC + DCC	230	182												182	-	182	-48		
Play inspection	150													-	-	-	-150		
Accounting services	340					69						69		138	-	138	-202		
Stationery / Admin	100	127			28			14		14	14			198	-	198	98		
Bus Shelters	164	40			40					40				160	-	160	-4		
Planned/Maintenance	350		35			180			65				18	298	-	298	-52		
Hall Hire	390	-	-	-	-	-	-	-	-	-	-			-	-	-	-390		
Clerk	4,550	379	379	379	379	379	379	379	379	379	379	379		4,550	-	4,550	-0		
Travel/subsis	50													-	-	-	-50		
Training	135							15						15	-	15	-120		
Warden	1,700				575				595					1,170	-	1,170	-530		
Xmas dec	100									75				75	-	75	-25		
Grants / RBL	400								2,550	50				2,600	-	2,600	2200		
Contingencies	4,500			2,800		76			540					3,416	-	3,416	-1084		
	13899	728	414	3,609	1,022	635	448	434	4,144	379	559	394	703	13,469	-	13,469	-430		

checks: 13469

HALWILL PARISH COUNCIL - FINANCIAL SUMMARY

As at 4th March

	£	£		£
CASH AT BANK 4th March 2021		12839	Deposit A/C	42
		<u> </u>	Current A/C	12797
<u>Add</u>				
Payments to come				
Gala for defibrillators		1000	Capital expenditure	£
			New Computer	500
<u>Less:</u>			Defibrillators	<u>2800</u>
Cheques outstanding (exc VAT)	-703			3300
P3 ring fenced	-334			
Balance of 2020-21 precept yet to pay	0			
			s137 Grants	
<u>Payments committed but not yet paid</u>			School PTFA	2500
Pump track final	-600		RBL	50
End of Car Park landscaping	-1400		Green waste bin	35
			Citizens Advice	50
			Christmas decorations	<u>75</u>
				2710
<u>Adjusted total balance carried forward</u>		<u>10802</u>		
Principle remaining on PWLB loan		16957.85		

Actions List

Actions from the meeting held on 11 February 2021

Minute No.	Item/Description	Action By	Target Date	Status/Note
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Unresolved actions from earlier Meetings

Minute No.	Item/Description	Action By	Target Date	Status/Note
2021/Jan/7	Car park sign	Clerk	February Meeting	Highways is waiting for a quote from their supplier
2021/Jan/8	Recognition for Barry Parsons	Clerk/Chair	February Meeting	Holsworthy will lead a Ward response. Wording for Scroll TBA
2020/Mar/6	CEP review. Set up new committee	Unassigned	ongoing	open
2020/Mar/10	Complete work to pump track	Active Halwill	ongoing	open
2020/Jun/6	Estates Management	Unassigned	before it all falls to bits	open
2020/Jun/9	To explore the possibility of CCTV	Clerk	Spring	Review if still necessary in 3 months
2020/Jun/10	Parish litter pick	Clerk	Spring	Postponed by COVID-19
2020/Nov/3	Wreath laying to be open to a wider range of	All	01/11/21	Just a reminder
2020/Feb/9	Landscaping area at end of car park, quote of £1,400	Clerk	01/03/21	Mr Hockin has been asked when work will start

HALWILL
PARISH
COUNCIL

HALWILL PARISH COUNCIL

March Meeting

2021/Mar/1 Apologies:



2021/Mar/2 Declarations of Interest:

- Members with interests to declare should refer to the Agenda item and describe the nature of their interest when the item is being considered.

March Meeting : Public participation

- The public are invited to give their views and ask questions about items on this agenda.
- Time allowed at the discretion of the chairman.
- They may also raise issues for future consideration which may be made agenda items for a future meeting.
- Answers may be given in writing.

2021/Mar/3 Announcements:

- Clerk's, Councillors' reports and announcements.
- P3 – Mike Stone doesn't wish to continue - and this time he means it
- Social Media – should we have a social media footprint? Our Facebook page has been shut down.

2021/Mar/4 Minutes:

- To confirm Minutes for the Ordinary Meeting held on the 11th February 2021.

2021/Mar/5 Finances:

- To confirm the following bill for payment

Date	Payee	Amount ex VAT	Amount inc VAT	Description
11/02/21	D C Osborne	£379.16	£379.16	Salary
11/03/21	D C Osborne	£17.37	£20.85	New Flag
03/03/21	Hawthorns Accounting Services Ltd	£69.00	£69.00	Payroll services

2021/Mar/6 Action List:

Actions List

Actions from the meeting held on 11 February 2021

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2021/Mar/7 :Flag Flying protocol.

Dates for flying the Union Flag on UK government buildings in 2021

9 January: Birthday of the Duchess of Cambridge

20 January: Birthday of the Countess of Wessex

6 February: Her Majesty's Accession

19 February: Birthday of the Duke of York

1 March: St David's Day

8 March: Commonwealth Day

10 March: Birthday of the Earl of Wessex

17 March: St. Patrick's Day (in Northern Ireland)

21 April: Birthday of Her Majesty the Queen

23 April: St George's Day (in England)

2 June: Coronation Day

10 June: Birthday of the Duke of Edinburgh

12 June: Official celebration of Her Majesty's Birthday

21 June: Birthday of the Duke of Cambridge

17 July: Birthday of the Duchess of Cornwall

15 August: Birthday of the Princess Royal

14 November: Remembrance Day

14 November: Birthday of the Prince of Wales

20 November: Her Majesty's Wedding Day

30 November: St Andrew's Day (in Scotland)

2021/Mar/8 Traffic Speed:

- Traffic speed past Holywell Park, should we ask for the 30 mph zone to be extended



2021/Feb/9 Give me shelter:

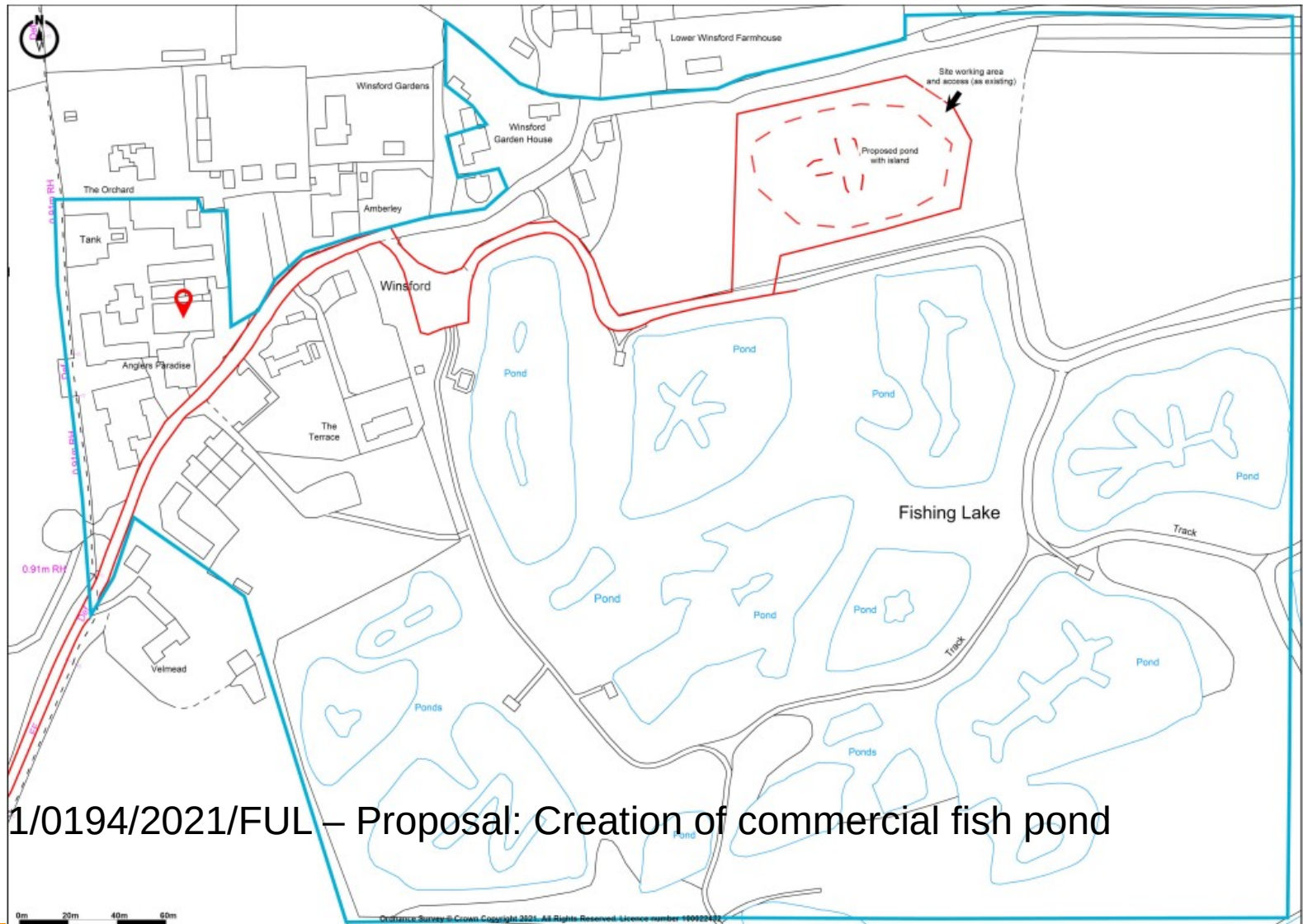
- Shelter for the grass area to the South of the car park



2021/Mar/10

Planning:

- Torridge District Council, the determining authority, has asked for comments on the following application:
- Reference: 1/0194/2021/FUL
- Proposal: Creation of commercial fish pond (Affecting a a public right of way)
- Location: Anglers Paradise The Gables Winsford Lane Halwill Junction Devon EX21 5XT



Reference: 1/0194/2021/FUL – Proposal: Creation of commercial fish pond

2021/Mar/11 Correspondence

- Letters to be written
- Letters received
 - Scallywags
 - Insane amounts of COVID ending stuff

We feel that the outside area of Scallywags, which you see as you enter the car park, feels a bit bland. We have come up with a potential idea for brightening it up – something the whole community can get involved with – and to advertise/promote Scallywags.

The idea is to have a tiled mural (which would be mounted onto a framed board). Scallywags families, the school, and also groups/individuals from the village, would be invited to buy tiles (and paint) from us, and they'd paint a design on it which would form part of a larger design.

I attach an image of one done by another group elsewhere, as an idea although we haven't got as far as talking about specific design.

The proposal is that we would mount the tiled picture onto a board which would be hung/attached to the wall next to our wooden fence, underneath the children's bathroom window, so people walking or driving by can see it. A community effort for the community enjoyment. The aim is for it to be exciting – but tasteful! It would be created by adults and children – so it won't simply be lots of children's scrawls!! We'd find a builder or carpenter to help with the assembly and it would be done in a way so it could be removed in the future without too much bother if it started to look tired.



2021/Mar/12 Matters to be raised

- For information only
- The Chair will consider adding matters raised to a future Agenda



2021/Mar/13

Next Meeting

- To confirm the date of the next meeting as April 8th

TORRIDGE DISTRICT COUNCIL

NOTICE OF VACANCY IN OFFICE OF COUNCILLOR

HALWILL PARISH COUNCIL

NOTICE IS HEREBY GIVEN

that due to the resignation of Cllr Victoria Osborne a vacancy has arisen in the office of Parish Councillor for the above Parish.

A by-election to fill the vacancies will be held if within 14 days of the date of this Notice (excluding Saturdays, Sundays, Christmas Eve, Christmas Day, New Year's Day and Bank Holidays) ten electors from the Parish give notice in writing to the Returning Officer requiring that such an election be held.

Where ten valid requests for a by-election are received by the Proper Officer then under the provisions of the Coronavirus Act 2020 and The Local Government and Police and Crime Commissioner (Coronavirus)(Postponement of Elections and Referendums)(England and Wales) Regulations 2020 the by-election will not currently take place, and the vacancy will be held open until the by-election takes place. The 2020 regulations provide for the by-election to take place on the date for the Ordinary Election of Councillors due to be held on Thursday 6 May 2021. However, this date may be brought forward or deferred by the Government depending upon the circumstances. Any Election that is in due course called will be duly publicised as required by law.

The address of the Returning Officer is Torridge District Council, Riverbank House, Bideford, EX39 2QG.

A request for an election can also be scanned and emailed to elections@torridge.gov.uk, and must contain a "wet ink" signature.

If no such notice is given, the Parish Council will fill the vacancy through co-option.

Dated: 24 March 2021