

Thornbury Parish Council

Minutes of Council Meeting – 14th November 2019

Those present: Keith Hutchings (KH), Trevor Jollow (TJ), Gaye Tabor (GT), Paul Taylor (PT), Lisa Serra (LS), Chris Ward (CW), Coun. Ken James from TDC (KJ), Coun. Barry Parsons from DCC (BP).

19/001. Apologies for absence: Liz Priest (LP)

19/002. Public discussion period. None.

19/003. Minutes of previous meetings: Minutes of the meeting on 13th August 2019 had been sent to all and taken as read. Signed by the Chair.

19/004. Disclosure of Members' Interests. None for agenda items.

19/005. Planning: 1/0966/2019/FUL: house at Windy Cross. Council discussed the application and have no objection. Clerk to advise TDC. 1/0589/2018/OUT: Old hall site. Negotiation of s106 agreement continues.

19/006. Clerk's Report

Finance: A schedule of recent transactions and current bank account balances was signed by the Chair. Online banking is now in place and will be used subject to the revised Internal Controls (see below).

The amended Standstill Agreement with Stephens Scown has been signed and filed.

A defibrillator (AED) training course was attended by 16 people, a donation of £50 was sent to RLSS. The Parish Plan questionnaire is being distributed, with a view to have an updated Plan in the Spring. Insurances are due for renewal at end of year; Clerk to check that AED is covered.

19/007. Correspondence received

A letter of thanks from Thelma Priest for her retirement gift has been received.

The Rough Sleepers report to Torridge DC was sent, no evidence of such in Thornbury.

A request for a donation to Citizens' Advice was read. KH stressed the importance of their work. GT proposed a donation of £50, seconded by LS and approved.

A request for a pledge of funding for the North Devon Records Office was read: this is seen as an important resource, and PT proposed a donation of £50, seconded by KH and approved.

19/008. To adopt new Financial Regulations document. Proposed: GT, Sec: CW, Approved.

19/009. To adopt new Internal Controls document. Proposed: LS, Sec: TJ, Approved.

19/010. To adopt Data Protection Policy and Public Privacy Notice and to approve ICO registration and annual fee (£40). Proposed: TJ, Sec: CW, Approved.

19/011. To adopt updated Standing Orders. Proposed: PT, Sec: GT, Approved.

10/012. To adopt updated Code of Conduct document. Proposed: GT, Sec: TJ, Approved.

19/013. Reports from County or District Councillors

BP reported on current challenges for DCC with the weather and state of roads. A cross- functional body has been set up to address the climate change emergency. More apprenticeships have been created by DCC across many areas. SEN funding remains a key challenge. GT raised concerns about the state of Thornbury's "snow emergency" route – BP asked for TPC to specially raise this issue to him for action.

A. K. Hutchings

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KJ reported on District Council matters, including the recent court case with Kivells. KH thanked KJ for his support in progressing the old Hall planning application.

19/014. Dates for 2020 meetings.

Council agreed to meet on Thursday February 13th, at 7.30, Thursday May 21st, at 8.00, Thursday August 13th, at 8.00, Thursday November 12th, at 7.30.

The next meeting will therefore be on **February 13th, 2020 at 7.30pm** at the Church.

The meeting closed at 9.30pm.

Administration of the Joseph & Elizabeth Graham Fund

Clerk reported that the current bank balance of the fund is £197.57. This was reported and audited in the AGAR accounts for 2018-19.

Council discussed possible future uses of the fund, including holding an event at a new Hall, and in the meantime agreed (GT proposed, PT seconded) to continue with the custom of distributing biscuits for qualifying residents via a personal visit from a Councillor. Clerk to arrange.