

IDEFORD PARISH COUNCIL
Minutes of the Meeting held on Wednesday, 2 December 2015

Present:	Cllr Angie Carter-Woodwark Cllr Anthony French Cllr David Fox Cllr Liz Hill Cllr Tom Hill Cllr Derrick White	Chairman Vice Chairman
In Attendance	PCSO Colin Rider Mrs Ashley Lamb 9 Members of the Public	Police Community Support Officer Parish Clerk

Item (a)	Discussion and Decisions (b)
112/15	<p>WELCOME AND APOLOGIES FOR ABSENCE</p> <p>The Chairman opened the meeting at 1830 and apologies for absence were received from District Councillors Cllr Beryl Austen and Cllr Mike Walters. Cllr Bellamy was absent from the meeting.</p>
113/15	<p>MINUTES OF THE LAST MEETING</p> <p>It was agreed unanimously that the minutes of the 4 Nov 15 meeting be signed as a true and accurate record.</p>
114/15	<p>DECLARATION OF INTERESTS</p> <p>Cllr Carter-Woodwark declared her membership of the Village Hall Committee which would be discussed during agenda item 116.2.</p>
115/15	<p>REPORTS</p> <p>County Councillor – Cllr Tony Dempster</p> <p>Cllr Dempster gave an overview of the following points:</p> <p>There was currently no knowledge whether BT would take part in the open tender process for the Connecting Devon and Somerset (CDS) Phase 2 contract. Early market engagement has taken place with 15 companies expressing an interest. Procurement of the Phase 2 contract can begin once public consultation has taken place and the state aid extension or renewal has been granted. CDS are currently in discussion with BDUK to negotiate funding. Unlike Somerset District Councils, Devon Districts had not contributed or made the same financial commitments to Phase 2. It was for this reason that only Somerset County Council that has been permitted to nominate a representative to sit on the CDS Board.</p> <p>A consultation reviewing how school crossing patrols should be funded and provided in the county has been launched by Devon County Council. The authority is exploring ways to maintain the service while looking to save £250,000 from the service's budget in the coming financial year.</p> <p>The new A380 link road should be opened by mid-December with the bridge over the Penn Inn opening towards the end of the month.</p> <p>District Councillor – Cllr Beryl Austen – Report read by the Chairman</p> <p>A Parishioner contacted me to ask if a mobile home placed in the garden of a residence has to have planning permission.</p> <p>Under the planning legislation the siting of a caravan/mobile home on land is not development but a use of the land. As such you are entitled to site a caravan/mobile home on land without requiring planning permission providing it is used ancillary to the permitted use of the land where it has been sited.</p> <p>Therefore, to site a caravan/mobile home on agricultural land to be used as a restroom/store in connection with the agricultural use would not require planning permission. Alternatively, you can site a caravan/mobile home within the residential curtilage of a property without requiring planning permission providing it is used ancillary to the main house. This means it could be used as additional living accommodation.</p> <p>In the instance of a case brought to my attention a caravan/mobile home has been placed within the curtilage of a residential property, connected to main services and is to be used by family members of the owners of the main house. The issue is whether the occupiers of the caravan/mobile home are to have access to the main house and use the facilities inside. If they are then the proposed use of the caravan/mobile would be ancillary and not require planning permission. However, if it appears that the occupiers of the caravan/mobile home live independently from the main house then a separate unit of accommodation may have been created and would require planning permission. A question of payment of Council Tax could arise.</p>

	<p>District Councillor – Cllr Mike Walters – Report Read by the Chairman</p> <p>Primary School on the Newcross site</p> <p>The Education Funding Agency has passed on the final agreement on the development of the primary school to the lawyers at DCC and as ever the process is slowed down with the legal aspects being finalised. This will mean that the transfer of the site from Sibelco to DCC and then to the Department of Education will be effected. I am informed that this should now be speeded up with the time scale and new solicitors in charge of the proceedings. All other aspects are progressing well with an initial intake to the Kingsteignton School being accommodated at St Michaels in the coming year.</p> <p>B 3193 – Clay Pit Way</p> <p>The road is again becoming very muddy due to the lorries coming out of the quarry area and clearly not using the wheel washing facility to eliminated mud from the wheels. The road sweeper has been employed but cannot clear the road well enough. Cars are being caked in mud on wet days as has been demonstrated over the last week.</p> <p>The Old Exeter Road is also suffering from mud emanating from the Redrow site at Newcross. Not too bad when dry but in the wet could prove hazardous. Details have been reported to DCC.</p> <p>A380 Completion of works.</p> <p>It is anticipated that the A380 through Penn Inn Roundabout and leading to Torquay should be open by the end of the month. This hopefully, will mean a lessening of traffic through Kingsteignton and Newton Abbot in the future as the diversions will not be necessary</p> <p>The Chairman <i>suspended standing orders</i> to give Parishioners the opportunity to direct any questions to the County Councillor. There being no questions <i>Standing orders were reinstated</i></p> <p>The Chairman thanked Councillor Dempster for his support and endorsements of several recent applications for funding. <i>Cllr Dempster left the meeting at 1840</i></p> <p>Police Community Support Officer Report</p> <p>IDEFORD POLICE LOGS for the PERIOD 4 Nov 15 to 01 Dec 15</p> <p>Incidents on the A380</p> <p>Report received of dangerous driving.16</p> <p>Report of sheep on the road.</p> <p>Single vehicle road traffic collision. No injuries.</p> <p>IDEFORD CRIMES for the PERIOD 4 Nov 15 to 01 Dec 15</p> <p>None</p> <p>The Chairman <i>suspended standing orders</i> to give the opportunity to direct any questions to PCSO Rider. There being no questions <i>Standing orders were reinstated and PCSO Rider left the meeting at 1845</i></p>
<p>116/15</p>	<p>PARISH MATTERS</p> <p>Due to the receipt of correspondence and comments throughout the month relating to a specific item that would be covered within the budget and precept discussion at item 116.2 the Chairman elected to change the order of business. As Cllr Carter-Woodwark had previously declared an interest as a Trustee of the Village Hall and to avoid any perception of bias or conflict of interest when discussing the contribution she handed over conduct of the meeting for that item to Cllr French the Vice Chairman and stated that she would not speak or vote on the matter.</p> <p>116.2 - To discuss the first draft of the Budget for 2016/2017</p> <p>Having assumed the Chairmanship of the meeting to discuss the potential of contributing to Village Hall running costs, Cllr French requested that the letter received from a parishioner and the subsequent response from Village Hall Committee were read out. <i>Standing orders were suspended to allow members of the public to comment.</i> Key points from the discussion included:</p> <ul style="list-style-type: none"> • If the Village Hall was self-sustaining why does it need Parish Council support or contribution? • The Village Hall is an asset for all the Community and should be supported. • Additional written and verbal comment was provided by the Treasurer of the Village Hall Trustees on the current plans and financial background of the Village Hall. Details of the net surplus or shortfall for the preceding six years were provided. • Clarification on the money available to the Council, potential impact to parishioners of precept increase and details of money currently held in reserve were provided. <p><i>Standing Orders were reinstated at 1924.</i></p> <p>It was resolved by majority that the Parish Council support the Village Hall with a one off grant to support their running costs during FY 2016/17. The amount would be discussed during the full budget review. Vote was 4 in favour, 1 abstention and 1 unable to vote due to declaration of interest.</p>

The Chairmanship of the meeting was returned to Cllr Carter-Woodwark and Councillors proceeded to discuss the remainder of the 2nd Draft Budget for FY 16/17. The following resolutions and amendments were made:

- It was **unanimously resolved** that the Clerk should continue to be paid on NJC SCP 15 at the rate of £8.61 per hour.
- It was **unanimously resolved** that the funding for the Parish Website remain at £200 to allow for hosting and additional work by the Webmaster to ensure compliance with the Transparency Regulations.
- It was agreed unanimously that the contribution to the Millennium Green insurance remain at £540 to cover the insurance for the Play Equipment element of the total cost.

The Chairmanship of the meeting was handed over to Cllr French to cover the Village Hall contribution item.

- It was **agreed by majority** that a one off grant for £200 for FY 16/17 be given to the Village Hall Committee to support their running costs. It was **resolved by majority** that as the Village Hall is a Community Asset a one off grant of £200 would be granted during FY 16/17.

The Chairmanship of the meeting was handed back to Cllr Carter-Woodwark to cover the remainder of the Budget discussion.

- It was **resolved unanimously** to reduce the Repairs and General Administration Budget.
- It was **resolved** that all comments and amendments be included in a revised document that would be considered for final ratification at the next Parish Council Meeting. The Clerk is to prepare a draft that shows 3 options; No increase to the Precept, the impact of increase to reflect the £332.88 deficit and the impact of a 10% increase.

116.1 To discuss update on actions and matters arising from meeting held on 4 Nov 15

Councillors received an update on the actions from the meeting that was held on Nov 15.

- Following a concern raised by a Parishioner an email had been sent to the Clifford Estate regarding the alleged shooting of the telephone caballing near Biddlecombe. No response has been received.
- The overgrowth and nettles reported on Footpath 20 have now been cleared by the P3 co-ordinator.
- Cllr French would arrange to prune the Glebe Land Tree that is currently obscuring the Streetlight and would place the new Parish Map on the main notice board
- Councillors unanimously **resolved** to accept the quote of £155 to provide a new noticeboard for the bus shelter. Grant funding had been obtained to cover the cost. It was further resolved that the Clerk confirm acceptance of the quotation in writing.

116.3 - To discuss, endorse and adopt the Ideford Parish Plan

It was **unanimously resolved** that Councillors would read and consider the Parish Plan and priorities for action would be discussed at the meeting on 2 Feb 16.

116.4 To discuss the implications of the Transparency Regulations and potential Funding Application

Councillors discussed the one off opportunity to apply for DCLG Government Funding to help with the transition to becoming complaint with the code. As the Parish Council does not have its own website an application could be made to allow for the preparation, amendment and upload of initial compliance data to the Parish Website.

- Councillors **unanimously agreed** to keep the Parish Council presence on the current ideford-parish.co.uk website. Councillors noted the risk that as they rely totally on a voluntary service to provide and maintain the site, if anything happened to the Webmaster they would not have access to the site and could therefore be non-compliant with the Transparency Regulations.
- It was **unanimously agreed** that the Clerk should submit an application to fund the costs of time incurred to amend the Parish Website, a contribution to ongoing training costs and subscription and an amount to cover hosting costs.

116.5 - To discuss concerns raised by Parishioners

Additional concern regarding use of land at Lower Colleybrook

An email from a parishioner was read out regarding the current use and untidy appearance of land at Lower Colleybrook. The Chairman reiterated that the matter had already been referred to the Teignbridge District Council Planning and Enforcement Department. As the owner of the land is not currently in contravention of any policy no action could be taken but the situation would be monitored.

Concern regarding Telegraph Pole in Fore Street

Notes and photographs have been received relating to a telegraph pole in Fore Street that is often hit by large passing vehicles.

It was **resolved** that the Clerk contact BT Openreach about the pole to see if it could be removed and replaced in a safer location and to respond to the correspondent with an update on actions taken.

	<p>Consideration in providing a Defibrillator</p> <p>A request had been received from a Parishioner to consider providing a defibrillator in the Parish.</p> <p>Councillors thought that this was a worthwhile project for Council consideration. It was resolved that Cllr Fox would be the lead Councillor for this project.</p>																								
117/15	<p>PUBLIC PARTICIPATION</p> <p>Standing Orders were suspended</p> <p>Mr Simon Jervis advised the Parish Council that having read the Community Led Plan he would be willing to sell a parcel of land that could be used for either affordable or self-build homes. The size of the land for sale could be adjusted depending on the number of houses that would be needed. The land in question is immediately behind the row of houses known as Broadlands, TQ13 0AY.</p> <p>The Parish Council thanked Mr Jervis for his community spirit and it was resolved that the Clerk contact the District Council and Rural Housing Enabler to pass on the outline details of this offer.</p> <p>Mr David Aylmore, the Chairman of the Community Led Plan Steering Group advised the Council that a copy of the Plan had now been distributed to all households in the Parish.</p> <p>Mr Aylmore also advised, as the P3 coordinator, that Devon County Council does not intend to do any additional work to the Olchard end of the Watery Lane Footpath. There reason for this was that the remedial work carried out earlier this year was of a good standard and no additional erosion was present. DCC & P3 would monitor the situation for future work and revisit the area in the spring.</p> <p>A Parishioner expressed their thanks to everyone involved in producing the Plan – a clear and concise document.</p> <p>Standing Orders were re-instated</p>																								
118/15	<p>PLANNING - No Applications or Decision Notices had been received.</p>																								
119/15	<p>CLERK'S REPORT AND FINANCE</p> <p>Balance of Accounts as at 30 Nov 15</p> <table> <tr> <td>Parish Current Account</td> <td>£7337.61</td> </tr> <tr> <td>Request for BACS or Cheque Authorisation</td> <td>£832.57</td> </tr> <tr> <td>Remaining Cash at Bank</td> <td>£6505.04</td> </tr> </table> <p>It was resolved unanimously that the monthly bank reconciliation for November was a true and accurate record of the accounts and should be signed by the Chairman.</p> <p>It was unanimously agreed and resolved that the following payments could be made via BACS transfer:</p> <table border="1"> <tr> <td>£91.25</td> <td>Village Hall Committee</td> <td>Hire Charges Sep – Nov 15</td> </tr> <tr> <td>£30.00</td> <td>DALC</td> <td>Transparency Briefing</td> </tr> <tr> <td>£100.00</td> <td>Lesley Brown</td> <td>Annual Parish Website Hosting Charges</td> </tr> <tr> <td>£246.00</td> <td>ABS Printing</td> <td>Parish Plan Printing Costs</td> </tr> <tr> <td>£185.32</td> <td>Ashley Lamb</td> <td>Reimbursement of Council Expenditure & Mileage Costs</td> </tr> </table> <p>It was unanimously agreed and resolved that the following payments could be made by Cheque:</p> <table border="1"> <tr> <td>£180.00</td> <td>David Wright</td> <td>Grass Cutting during 2015 Cheque No:000454</td> </tr> </table> <p>Funding Update</p> <p>The Clerk advised Councillors that following the successful submission of a £1250 application for County Council Locality Funding to assist the PCC, the running total for amounts approved was £16437. An additional 2 applications totalling £2000 were still waiting approval. Initial indications for the Broadband Solution costs would be between £25K and £50K. On receipt of the full specification grants and funding would need to be considered.</p>	Parish Current Account	£7337.61	Request for BACS or Cheque Authorisation	£832.57	Remaining Cash at Bank	£6505.04	£91.25	Village Hall Committee	Hire Charges Sep – Nov 15	£30.00	DALC	Transparency Briefing	£100.00	Lesley Brown	Annual Parish Website Hosting Charges	£246.00	ABS Printing	Parish Plan Printing Costs	£185.32	Ashley Lamb	Reimbursement of Council Expenditure & Mileage Costs	£180.00	David Wright	Grass Cutting during 2015 Cheque No:000454
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120/15	<p>DATE OF NEXT MEETING – Monthly Meeting of Ideford Parish Council, Wednesday 3 February 2015 at 6.30pm</p>																								

The Chairman closed the meeting at 2027

Signed: Angie Carter-Woodwark

Dated: _____

16 Dec 15