

# IDEFORD PARISH COUNCIL

## Minutes of the Meeting held on Wednesday, 3 February 2016

Present:	Cllr Angie Carter-Woodwark Cllr Anthony French Cllr Helen Bellamy Cllr David Fox Cllr Liz Hill Cllr Derrick White	Chairman Vice Chairman
In Attendance	Cllr Beryl Austen PCSO Colin Rider Mrs Ashley Lamb 6 Members of the Public	District Councillor Police Community Support Officer Parish Clerk

Item (a)	Discussion and Decisions (b)
<b>001/16</b>	<p><b>WELCOME AND APOLOGIES FOR ABSENCE</b></p> <p>The Chairman opened the meeting at 1830 and apologies for absence were received from Cllr Tony Dempster, Cllr Mike Walters and Cllr Tom Hill. Reasons for absence were noted and accepted.</p>
<b>002/16</b>	<p><b>MINUTES OF THE LAST MEETING</b></p> <p>It was agreed unanimously that the minutes of the 16 Dec 15 meeting be signed as a true and accurate record.</p>
<b>003/16</b>	<p><b>DECLARATION OF INTERESTS</b> - There were no declarations of interest.</p>
<b>004/16</b>	<p><b>REPORTS</b></p> <p><b>District Councillor – Cllr Beryl Austen</b></p> <p>Council Meeting in January dealt with County and Regional matters rather than local issues. Consultations continue for the joining of Devon and Somerset as a joint Authority and Teignbridge’s Leader of the Council is playing a leading role representing the County at discussions to finalise proposals.</p> <p>We also had a presentation by the Electoral Commissioner on the future County divisions. Since his visit the proposal for the new County divisions has been published showing the new recommended wards. Kingsteignton is recommended to be joined with Bishopsteignton and Ideford but will no longer have Teigngrace which will be annexed to Bovey Tracey. The County numbers over the whole County will thereafter be reduced by two.</p> <p>Teignbridge is also drafting a Working Strategy and Councillors are asked to comment and suggest ways in which the District will plan to develop in all its aspects into the next ten years. Planning comes up next week but nothing to report affecting our wards.</p> <p><b>District Councillor – Cllr Mike Walters – Report Read by the Chairman</b></p> <p><b>New School</b></p> <p>Progress in to procurement for the school is now well underway and at this point in time, the project is on a strong footing and will progress on an agreed timetable. Commencement of the secondment has already started as Sibelco has signed off the land to DCC and thereby the EFA. The matter rests with the external lawyers engaged by DCC, who inevitably slow the progress down.</p> <p><b>Devolution Document “A Prospect for Productivity”</b></p> <p>This document is now in the public domain and will form the basis of discussions with MPs and other stakeholders. As mentioned to Council TDC, this will formally be submitted to the Government at the end of February 2016.</p> <p>This is a document to open a conversation with the Government so it does not represent the final deal. Any final deal will have to go through formal consultation with each Council in the region. A press release has been issued. We are now moving forward to the negotiation stage of the process. In TDC Programme Management Office has met to discuss the next steps and consider the additional resources required to put us in the best bargaining position with Government.</p> <p>In September 2015 the Heart of the South West submitted its devolution Statement of Intent to Government. After considerable further work during autumn 2015, the partners - 17 local authorities, two National Parks, the Local Enterprise Partnership (LEP) and the three Clinical Commissioning Groups - are now in a position to commence detailed negotiations with Government on a devolution deal. The Leader TDC has been representing our partners in the challenge to treating productivity as ‘the challenge of our time’.</p> <p>We have been asked to do that by ‘fixing the foundations’ of infrastructure, skills, and science through a devolution revolution delivering long-term public and private investment.</p>

Heart of the South West productivity continues to lag behind national productivity and is currently under 80% of the UK average. To redress this we need more, better jobs, a healthier, higher skilled labour market and new homes for our growing population. With Government support for our proposition, by 2030 the Heart of the South West should reach its targets.

**Cllr Austen left the meeting at 1840**

**Police Community Support Officer Report**  
**IDEFORD POLICE LOGS for the PERIOD 2 Dec 15 to 02 Feb 16**  
**Incidents on the A380**  
 13 Incidents on this road from road traffic collisions to broken down vehicles.  
 Hit and run traffic collision at Hestow Barton. Vehicle eventually located.

**Other Incidents**  
 Attempt at blackmail following indiscretion on Facebook.  
 Concern raised regarding males lifting gate post to get wide vehicle through. Male has access rights but should not have lifted posts.

**IDEFORD CRIMES for the PERIOD 2 Dec 15 to 02 Feb 16**  
 Attempt to cause grievous bodily harm.  
 The Chairman *suspended standing orders* to give the opportunity to direct any questions to PCSO Rider. There being no questions *Standing orders were reinstated and PCSO Rider left the meeting at 1845*

005/16

**PARISH MATTERS**

**005.1 - To discuss update on actions and matters arising from meeting held on 2 & 16 Dec 15**

Councillors received an update on the actions from the meetings that were held on 2 & 16 Dec 15.

- Application submitted to DALC/NALC to fund Transparency Code amendments to the Parish Website.
- Telegraph Pole in Fore Street. BT & WPD contacted and letter sent to Parishioner NFA at this time.
- Option 2 Precept request has been submitted to TDC.
- Letter sent to TDC & Rural Housing Enabler re affordable housing. TDC have met with Mr Jervis to view site.

**005.2 - To discuss the Ideford Parish Plan Action Plan Next Steps**

Councillors discussed all the work that had gone in to producing the Parish Plan and how best to take all the action items forwards. While Councillors all had individual points of interest it was thought that the whole plan needs to be brought to fruition over the coming months and years.

- It was **resolved** that each of the five portfolios be allocated a Councillor to champion the subject matter and to start to plan, in priority order, the actions to be taken forward. Councillors would be responsible for providing updates on their areas of responsibility at each forthcoming Council Meeting. With an outline of where they were heading available on 2 Mar 16.

<b>Housing, Infrastructure &amp; Services</b>	<b>Cllr Derrick White</b>
<b>Community Services</b>	<b>Cllr Liz Hill &amp; Cllr Angie Carter-Woodwark</b>
<b>Transport</b>	<b>Cllr Helen Bellamy</b>
<b>Environment</b>	<b>Cllr Anthony French</b>
<b>Communication Technology</b>	<b>Cllr Tom Hill</b>

- It was **resolved** that Action items 20, 21 and 22 on Neighbourhood Watch, Policing and Safety be moved from the Transport to Community Services section of the action list.

**005.3 - To discuss Parish Drainage Clearance and Flood Strategy/Plan**

Following concerns raised by Parishioners during the recent bad weather, Councillors considered the need for a consolidated Parish approach or strategy to flooding. One resident suggested that any plan should be referred to as a Flood Resilience Strategy that focusses on long term protective and preventative measures as well as drain and ditch clearance.

- It was resolved that the matter be added to the Parish Plan Action List under Infrastructure
- It was resolved that the Clerk contact the District or County Council to obtain a copy of the drainage plans for the Parish (specifically central Ideford)

**005.4 - To discuss closure of St Mary the Virgin Churchyard and transfer of maintenance responsibility**

Councillors discussed the Parochial Church Council (PCC) Letter dated 30 Dec 15 containing a copy of the Final Order in Council dated 9 December 2015 stating that burials shall be discontinued within the Churchyard at St Mary the Virgin Ideford.

	<ul style="list-style-type: none"> <li>• Councillors <b>resolved</b> unanimously that in accordance with Section 215(3) of the Local Government Act 1972 and before the expiration of the 3 month notice period given by the PCC, they should request that the St Mary the Virgin Churchyard, Ideford should added to the Teignbridge District Council Closed Churchyards List and all maintenance be carried out by Teignbridge District Council.</li> <li>• It was further <b>resolved</b> that the draft letter to TDC Legal Services could be signed and sent as drafted.</li> </ul> <p><b>005.5 - To receive update following the TALC Meeting on 28 Jan 16</b></p> <p>The Clerk provided Councillors with a written summary of the discussions from the TALC. Key Speakers from TDC were Lesley Tucker (Chief Finance Officer) &amp; Martin Flitcroft (Finance Manager). A presentation was also given by Phillip Wise &amp; Geoff Hughes from Teignbridge Neighbourhood Watch (TNHW).</p> <ul style="list-style-type: none"> <li>• It was <b>resolved</b> that the TNHW information be considered when looking at actions from the Parish Plan.</li> <li>• It was <b>resolved</b> that the Clerk send a letter to TDC Planning to outline concerns about the potential withdrawal of the printed planning data service.</li> </ul> <p><b>005.6 - To ensure compliance with the Pensions Regulator Workplace Pension Scheme</b></p> <p>Following the changes in the law relating to workplace pensions, the Clerk briefed Councillors on the Ideford Parish Council staging date and actions taken to ensure compliance with the automatic enrolment scheme or provision of pension to staff. All pre staging actions have been complete and all Council employees notified of new regulations.</p> <p><b>005.7 - To discuss Parish Community Public Access Defibrillator (CPAD) Project – Cllr Fox</b></p> <p>Councillors received a briefing and recommendations for the next steps in the provision of a CPAD for the Parish.</p> <ul style="list-style-type: none"> <li>• It was <b>resolved</b> that the Parish Council proceed with the Community Heartbeat Trust (CHT) solution.</li> <li>• It was <b>resolved</b> that the Clerk could liaise with the CHT to set up a Charity Fundraising page to enable community donations. It was further resolved that the CHT could collect any Gift Aid contributions to support the Charity.</li> <li>• It was <b>resolved</b> that the Clerk should contact the Village Hall Trustees to discuss a potential Hosting Agreement and the preparatory electrical work that might be possible during the forthcoming refurbishment work.</li> </ul> <p><b>005.8 - To receive an update on the BT Broadband Solution Survey</b></p> <p>Councillors received an update on the work to find a superfast connectivity solution for properties connected to the Chudleigh 3 cabinet. The initial view to get to a position of an estimated cost took much longer than expected. On the positive side because of the extra work that had to be done due to the complexity of our community layout, the full survey, and ultimately a detailed contractable cost for implementation should only take about 1 month instead of the usual 3. The initial outline is that BT believes that 2 new cabinets would be needed, one near the Ugbrooke Estate that would cover a relatively small number of properties and would be in the cost bracket of £25 - £50,000 and one centred in Ideford that should pick up all premises at superfast where their line length is less than 1.5km and this would be in the same cost bracket. The engineering team are currently undertaking a physical survey to determine if there is viable ducting for both cabinets. This survey will give a much more accurate costing and it would also confirm the addresses of those that would benefit from the solution and would tell us who would be covered by each new cabinet.</p> <p><b>005.9 - To discuss potential Parish Event to celebrate 90th Birthday of Her Majesty the Queen (12 Jun 16)</b></p> <p>Councillors discussed the possibility of holding an event in the Parish on 12 Jun 16 to mark the official 90<sup>th</sup> Birthday of HM The Queen. It was noted that this would be quite close to the 21 May 16 Millennium Green “Green fest” Event.</p> <ul style="list-style-type: none"> <li>• It was resolved to include something in the Parish Newsletter to gauge interest in holding an event.</li> </ul> <p><b>005.10 - To review, approve and sign the Annual Internal Risk Assessment and the Asset Risk Assessment</b></p> <p>Councillors reviewed the Annual Internal Risk Assessment and the Asset Risk Assessment for FY 15/16.</p> <ul style="list-style-type: none"> <li>• It was unanimously <b>resolved</b> that both registers be signed as drafted.</li> <li>• It was <b>resolved</b> that Cllr French has oversight if the Asset Risk Register and Cllr White of the Internal Register.</li> </ul>
006/16	<p><b>PUBLIC PARTICIPATION</b></p> <p>There were no comments or questions from Parishioners</p>
007/16	<p><b>PLANNING –</b></p> <p>Appeal Decision for APP/P1133/W/15/3030427 - TDC 15/00024/REF - Higher Colleybrook Farm</p> <p>Application for Prior Approval under Part 3 Class MB (a) and (b) and paragraph N of the GPDO for change of use of barn from agricultural use to one dwelling. Appeal upheld and partial costs award approved</p>

<p><b>008/16</b></p>	<p><b>CLERK'S REPORT AND FINANCE</b></p> <p><b>008.1 - Balance of Accounts as at 31 Jan 16</b></p> <table border="0"> <tr> <td>Parish Current Account</td> <td style="text-align: right;">£6870.04</td> </tr> <tr> <td>Request for Direct Debit Authorisation</td> <td style="text-align: right;">£36.00</td> </tr> <tr> <td>Remaining Cash at Bank</td> <td style="text-align: right;">£6834.04</td> </tr> </table> <p>It was <b>resolved unanimously</b> that the monthly bank reconciliation for December and January were a true and accurate record of the accounts and should be signed by the Chairman.</p> <p><b>It was unanimously agreed and resolved that the following payment could be made via Direct Debit:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%; text-align: center;">£36.00</td> <td style="width: 30%; text-align: center;">CPRE</td> <td style="width: 50%; text-align: center;">Annual Membership Subscription</td> </tr> </table> <p><b>008.2 - Quarterly update on expenditure against budget for FY 15/16 (Apr – Dec)</b></p> <p>The Clerk gave an overview of expenditure against budget as at 31 Dec 15 from a spreadsheet that had previously been distributed to Councillors by email. As at 31 Dec 15, Council expenditure totalled £3668.23. It was unanimously agreed that the information was a true reflection of the Parish Council Accounts and that there were no apparent errors or omissions.</p> <p><b>008.3 - Funding Update</b></p> <p>The Clerk advised Councillors that 3 bids totalling £1400 towards a PCC Flooring Project and the CPAD had been successful and that decisions on another 3 applications totalling £3180 for other projects were still outstanding.</p> <p><b>008.4 - To request authority to attend SLCC Regional Roadshow on 9 Mar 16</b></p> <p>The Clerk requested permission to attend the SLCC Event in Saltash on 9 Mar 16 to support her current studies and to gain updates on current legislation and procedure.</p> <ul style="list-style-type: none"> <li>• It was unanimously <b>resolved</b> that the Clerk could have £40 towards the cost of attending the event and that a claim for mileage would be supported.</li> </ul>	Parish Current Account	£6870.04	Request for Direct Debit Authorisation	£36.00	Remaining Cash at Bank	£6834.04	£36.00	CPRE	Annual Membership Subscription
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<p><b>009/16</b></p>	<p><b>DATE OF NEXT MEETING – Monthly Meeting of Ideford Parish Council, Wednesday 2 March 2016 at 6.30pm</b></p>									

The Chairman closed the meeting at 2000

Signed: Original Copy Signed

Dated: 2 Mar 16