

**IDEFORD PARISH COUNCIL**  
**Minutes of the Meeting held on Wednesday, 2 March 2016**

Present:	Cllr Angie Carter-Woodwark Cllr Anthony French Cllr Helen Bellamy Cllr David Fox Cllr Liz Hill Cllr Tom Hill Cllr Derrick White	Chairman Vice Chairman     (Cllr T Hill arrived at 1845)
In Attendance	Cllr Beryl Austen PCSO Colin Rider Mrs Ashley Lamb 1 Member of the Public	District Councillor Police Community Support Officer Parish Clerk

Item (a)	Discussion and Decisions (b)
<b>010/16</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 Mike Walters and Cllr Tom Hill had notified the Clerk that he may be late arriving. Reasons for absence were noted and accepted.</p>
<b>011/16</b>	<p><b>MINUTES OF THE LAST MEETING</b></p> <p>It was agreed unanimously that the minutes of the 3 Feb 16 meeting be signed as a true and accurate record.</p>
<b>012/16</b>	<p><b>DECLARATION OF INTERESTS</b> - There were no declarations of interest.</p>
<b>013/16</b>	<p><b>REPORTS</b></p> <p><b>County Councillor – Cllr Tony Dempster</b></p> <p>Cllr Dempster gave an overview of the following points:</p> <p>Council chiefs and business leaders in Devon and Somerset have submitted their ‘prospectus for productivity’ to the Government in a bid to win more powers to boost jobs and growth. The prospectus has been submitted to the Government after being separately endorsed by every local authority in the two counties. Changes proposed would result in higher productivity and better-paid jobs, improved road, rail and broadband links and more homes for the region’s growing population. There would be radical reforms to integrate health and social care to allow the ageing population to be better looked after, tailored support for growing businesses and the creation of a centre of excellence for skills development. The submission of the bid follows months of concentrated work by council chiefs in Devon, Somerset, Plymouth and Torbay with 13 district councils, Dartmoor and Exmoor national parks, the local NHS and the Heart of the South West Local Enterprise Partnership. Council chiefs want more powers and finance devolved from Westminster to the region so they can close the productivity gap and allows local people to benefit from a thriving economy.</p> <p>Devon County Council has shelved plans to ask schools to pay for their own lollipop men and women after reviewing representations from families across the county. The authority had planned to save £250,000 as part of its £26 million budget cuts for 2016/17.</p> <p>Devon County Council will continue to pursue efforts for its parking enforcement officers to be granted more powers to deal with obstructive parking. It comes after the House of Commons withdrew a motion for a bill to end Pavement Parking.</p> <p>The Boundary Commission has recommended a proposal for Devon to be represented in future by 60 Devon County Councillors, two fewer than the current arrangements. The proposals would see the 11 Teignbridge County Councillors reduce to 10 in the future. The number of electoral divisions will be reduced from 60 to 58, with the divisions of Exmouth and Broadclyst each being represented by two elected members and the remaining 56 divisions being represented by one member.</p> <p>Connecting Devon and Somerset (CDS) continue to work towards the launch of a tender for phase 2. An Open Market Review is a key step in the procurement process to define the intended intervention area for the new procurement. In consultation with BDUK and the EU Commission CDS is now modelling the intervention area. Once concluded, the proposed area will be published for a public consultation which will refine the area based on any further evidence provided. The consultation will run for a minimum of 30 days.</p> <p>BDUK continue to negotiate a new National Broadband Scheme with the Commission and CDS has been asked to contribute to these conversations.</p>

	<p>State aid needs to be secured in advance of launching procurement; BDUK are currently consulting with industry on a proposed State Aid scheme and they have advised that the earliest this will be agreed with the EU is late April. Subject to the procurement approach requirements within the new Notification, CDS intend to run an open procurement procedure and taking into account suppliers feedback on the time required to submit responses and some new open access requirements being requested by the Commission the new anticipated date for contract(s) award is October 2016.</p> <p><b>District Councillor – Cllr Beryl Austen</b></p> <p>Teignbridge District Council at its Full Council meeting last Tuesday confirmed its intention to increase Council Tax by 3.33 % on Band D properties after a five year freeze. It had been considering a 1.9% increase but later legislation enabled it to increase the tax by £5 and it opted to do so. Highlighting the Councils investments over the past year of £500,000 on the South Devon Link Road, and contributions to the South Devon University Technical College, and the Pavilions at Teignmouth it was felt that the increase was justified. The Council had also purchased Newton Abbot Market Walk and that investment was considered to be a sound profit making initiative.</p> <p>I attended a Planning Seminar last week to keep up to date with the latest changes in planning legislation. I asked a question regarding the need for planning applications where agricultural buildings apply to convert into dwellings. From the date of the Government legislation any farm building previously designated as agricultural can be converted without planning permission. Stables are specifically excluded. The legislation is effective from the date of the Bill.</p> <p>Looking at the wider National picture, the Head of NHS England has joined the Ministry of Health in an initiative to create ten new towns providing 76,000 new homes throughout the country with the accent on healthy living. Cranbrook in Devon is one of the localities. Details are expected within six months and the first towns and building should commence by the end of the year. In principle, new towns will have to provide houses with built in communications to hospitals and surgeries to offer an alternative to care homes, play areas for children with the accent on outdoor activities and provision for safe walking to school, neighbourhoods and house designs made to create communities where older people can live independently, and local health services will share physical infrastructure with schools and community groups. Fast food outlets will not be permitted. Developers will be required to pay for these improvements but the NHS will help with staff expertise. The plan is designed to encourage healthy living.</p> <p>It is to be hoped that these principles will also extend to planning practice throughout the country as we all know the frustration of seeing new building without the necessary infrastructure, without proper provision for children to walk safely to school or provision for the residents to live healthy lifestyles.</p> <p><b><i>Cllr Dempster and Cllr Austen left the meeting at 1841</i></b></p> <p><b>Police Community Support Officer Report</b>  <b>IDEFORD POLICE LOGS for the PERIOD 3 Feb 16 to 01 Mar 16</b>  <b>Incidents on the A380</b>  2 incidents of broken down vehicles causing problems on the A380.  Report of a lorry on fire.  Report of car on fire.  Report of branches blowing into the carriageway.</p> <p><b>IDEFORD CRIMES for the PERIOD 1 Feb 16 to 01 Mar 16</b>  None.  The Chairman <b><i>suspended standing orders</i></b> to give the opportunity to direct any questions to PCSO Rider. There being no questions <b><i>Standing orders were reinstated and PCSO Rider left the meeting at 1845.</i></b></p>
<p><b>014/16</b></p>	<p><b>PARISH MATTERS</b></p> <p><b>014.1 - To discuss update on actions and matters arising from meeting held on 3 Feb 16</b>  Councillors received an update on the actions from the meetings that were held on 2 &amp; 16 Dec 15.</p> <ul style="list-style-type: none"> <li>• Drainage Plans Requested from DCC but no response received to date</li> <li>• Letter sent to TDC Planning Department regarding quality of Documentation and Resilience of portal if printed copies of planning applications to Councils cease to be provided</li> <li>• 12 Jun 16 Queens Birthday information added to Facebook &amp; Newsletter – nil response so far</li> </ul> <p><b>014.2 - To receive Ideford Parish Plan Action Updates from Portfolio Holders</b>  Councillors provided an update on the individual actions within their portfolio. A full update list of actions so far can be found at on the Parish Website at:  <a href="http://www.ideford-parish.co.uk/PDFs/ParishPlan/ppActionUpdate2016March16.pdf">http://www.ideford-parish.co.uk/PDFs/ParishPlan/ppActionUpdate2016March16.pdf</a></p>

Additional points to note included:

- Devon Communities Together would be prepared to come along to a Parish Council Meeting to talk about the possibility of another Affordable Housing Survey if it was necessary and funding was available.
- Specific consideration should be given to the areas of the Parish where traffic and speeding issues prevail and if the use of speed repeater signs should be reintroduced
- It was **resolved** that the Clerk should try and locate the results of the 2012 Parish Speed Survey.
- The Broadband Project was discussed at length but is detailed fully at item 014.5

#### **014.3 - Update on the closure of St Mary's Churchyard and transfer of maintenance responsibility**

All the required paperwork has now been submitted to the Teignbridge Legal Department (and copied to the Parochial Church Council). The Clerk will notify TDC that the minutes of the meeting on 3 Feb 16 containing the resolution of Full Council (Minute 005.4/16) have now been approved and signed.

#### **014.4 - To receive an update on the Parish Community Public Access Defibrillator (CPAD) Project**

Councillors received an update on the provision of a CPAD for the Parish.

- The protective and heated safety cabinet has now been installed in the Village Hall Porch. The installation and electrical work was donated free of charge by Mr Steve Wood of SD Building Services. A thank you letter has been sent to Mr Wood.
- A secure on line fundraising page has now been set up and details published in the Newsletter and on Facebook. Donations can be made by visiting <https://communityheartbeat.charitycheckout.co.uk/Idford>
- Fundraising continues and a conditional offer has now been received from the Big Lottery Fund Awards for All Scheme.
- It was unanimously **resolved** that the Council would use the CHT Managed Solution and pay the annual membership subscription (that includes the replacement of used or time expired components). The Managed Service agreement was signed by the Chairman.

#### **014.5 - To receive an update on the BT Broadband Solution Survey**

Councillors received an update on the work to find a superfast connectivity solution for properties connected to the Chudleigh 3 cabinet. Key points included:

- Initial draft response from BT for a 3 Cabinet solution at Ugbrooke Estate, Longthorne and Central Ideford could cost in the region of £80K excl VAT but provide a considerable increase in speed. Awaiting response to supplementary questions raised with BT/OR.
- Discussion with CDS about the intervention area that will be determined by March ahead of the phase 2 tender process that should run from Apr to Oct. The aim is to have 95% connectivity by the end of 2017.
- Discussion with another Parish that that delivered a £52K one cabinet solution to their area (60 properties) to understand lessons learned and potential pitfalls.
- Have contacted another supplier to understand potential of a 30 Mbps symmetric option.
- It was unanimously **resolved** to await details for the CDS intervention area, chase the supplementary responses to the BT / OR questions and for the Clerk to draft a letter to Anne Marie Morris MP as we have received no recent or relevant help or updates.

#### **014.6 - To approve and sign the Statement of Internal Control for 2015/2016**

Councillors unanimously approved and adopted the Statement of Internal Control for year ending 31 Mar 16. The Statement was signed by the Chairman and Clerk.

#### **014.7 - To approve the appointment of an Internal Auditor**

Councillors **resolved** unanimously to appoint Ken Abrahams of South and West Internal Audit as the Parish Council Internal Auditor for Year Ending 31 Mar 16.

#### **014.8 – To provide update of Transparency amendments to Parish Website and NALC Funding**

The business case and application to DALC/NALC for Transparency funding has now been approved and the full amount requested received. It was **resolved** unanimously that £90 would be retained by the Council to contribute towards the annual hosting charge and the remainder transferred to Lesley Brown for her help in ensuring the Parish Council is complainant with the new Transparency Regulations.

#### **014.9 – To discuss and approve format for the Annual Parish Meeting**

Councillors discussed the format for the Annual Parish Meeting. In response to a Parish Plan action item, Mr Phillip Wise, Teignbridge Neighbourhood Watch (TNHW) Advisor has been invited to speak at the start of the meeting.

It was **resolved** that Councillors should be available to help set up the Village Hall from 1745 and that Tea, Coffee and Biscuits would be available for all attendees from 1800.

015/16	<p><b>PUBLIC PARTICIPATION</b></p> <p>A parishioner commented that it was marvellous how the Parish Council works behind the scenes for the benefit of the Parish and that the items discussed during the meeting had been very interesting.</p>																													
016/16	<p><b>PLANNING</b></p> <p><b>15/03392/OUT</b> - Larcombe Farm, Ideford Application by Mr A French – <b>Application Approved</b></p> <p>Outline - agricultural workers dwelling to replace existing mobile home (all matters reserved for future consideration)</p>																													
017/16	<p><b>CLERK'S REPORT AND FINANCE</b></p> <p><b>017.1 - Balance of Accounts as at 29 Feb 16</b></p> <table border="0"> <tr> <td>Parish Current Account</td> <td style="text-align: right;">£7,860.04</td> </tr> <tr> <td>Uncollected Debit</td> <td style="text-align: right;">£ 36.00</td> </tr> <tr> <td>Request for Payment Authorisation</td> <td style="text-align: right;">£2517.69</td> </tr> <tr> <td>Remaining Cash at Bank</td> <td style="text-align: right;">£5306.35</td> </tr> </table> <p>It was <b>resolved unanimously</b> that the monthly bank reconciliation for February was 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 payments could be made via BACS Transfer:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">£22.80</td> <td style="width: 35%;">SLCC</td> <td style="width: 50%;">Contribution to SLCC Regional Roadshow</td> </tr> <tr> <td>£20.00</td> <td>DALC</td> <td>8 Copies of the Good Councillor Guide</td> </tr> <tr> <td>£920</td> <td>Community Heartbeat Trust</td> <td>Transfer of funds raised for Defibrillator Project*</td> </tr> <tr> <td>£400.00</td> <td>Lesley Brown</td> <td>Transfer of Transparency Grant Funding</td> </tr> <tr> <td>£38.40</td> <td>HMRC</td> <td>PAYE Payment</td> </tr> <tr> <td>£961.49</td> <td>Ashley Lamb</td> <td>6 Month Salary, Mileage, Expenses and reimbursement of Council Expenditure</td> </tr> </table> <p>* Following the receipt of the conditional offer from the Big Lottery Fund it was unanimously agreed that on receipt of the funding the full amount of £1925 (rather than interim payment of £920) could be transferred to the Community Heartbeat Trust.</p> <p><b>It was unanimously agreed and resolved that the following payments could be made by Cheque:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">£155.00</td> <td style="width: 35%;">Mr W Rocky</td> <td style="width: 50%;">Payment for Bus Shelter Notice Board (Cheque 000455)</td> </tr> </table> <p><b>017.2 - To provide update of funding applications and to discuss future projects</b></p> <p>The Clerk advised Councillors that on receipt of Big Lottery confirmation, funds raised for Parish projects would total nearly £21000. Approval or decision on 2 applications totalling £1350 for other projects was still outstanding. Councillors were asked to think about potential projects for Rural Aid Funding once the application details had been released. It was <b>resolved</b> that Ideford Parish Council would consider any written application for funding from any Parish Organisation, activity or club on a case by case basis provided that funds were available</p> <p><b>017.3 - To issue Councillor Guidance documentation and discuss training requirements</b></p> <p>The Clerk provided each Councillor with a revised copy of the Good Councillor Guide (2016 Edition) and asked if any additional training courses were required. It was <b>resolved</b> that the Clerk should issue a full list of dates and courses available from DALC &amp; SLCC.</p> <p>The Clerk advised Councillors that she had now successfully completed the Introduction to Local Council Administration Course (ILCA) and had now started the Certificate course (CiLCA)</p>	Parish Current Account	£7,860.04	Uncollected Debit	£ 36.00	Request for Payment Authorisation	£2517.69	Remaining Cash at Bank	£5306.35	£22.80	SLCC	Contribution to SLCC Regional Roadshow	£20.00	DALC	8 Copies of the Good Councillor Guide	£920	Community Heartbeat Trust	Transfer of funds raised for Defibrillator Project*	£400.00	Lesley Brown	Transfer of Transparency Grant Funding	£38.40	HMRC	PAYE Payment	£961.49	Ashley Lamb	6 Month Salary, Mileage, Expenses and reimbursement of Council Expenditure	£155.00	Mr W Rocky	Payment for Bus Shelter Notice Board (Cheque 000455)
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018/16	<p><b>DATE OF NEXT MEETING – Monthly Meeting of Ideford Parish Council, Wednesday, 6 Apr 16 at 6.30pm</b>  <b>Annual Parish Meeting, Wednesday, 20 Apr 16 at 6.30pm</b></p>																													

The Chairman closed the meeting at 1945

Signed: Original Copy Signed

Dated: 6 Apr 16