

# IDEFORD PARISH COUNCIL

## Minutes of the Meeting held on Wednesday, 1 February 2017

Present:	Cllr Angie Carter-Woodwark Cllr Anthony French Cllr Helen Bellamy Cllr David Fox Cllr Liz Hill Cllr Tom Hill Cllr Julian Hull	Chairman Vice-Chairman     Arrived at 1833
In Attendance	Cllr Tony Dempster Janice Alexander Mrs Ashley Lamb 3 Members of the Public	County Councillor Rural Housing Enabler, Devon Communities Together Parish Clerk

Item (a)	Discussion and Decisions (b)
<b>001/17</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 Walters, Cllr Austen and PCSO Heather. The Chairman welcomed Janice Alexander to the meeting. Cllr Tom Hill joined the meeting at 1833.</p>
<b>002/17</b>	<p><b>MINUTES OF THE LAST MEETING</b></p> <p>It was unanimously agreed that the minutes of the 7 Dec 16 meeting be signed as a true and accurate record.</p>
<b>003/17</b>	<p><b>DECLARATION OF INTERESTS</b></p> <p>There were no declared declarations of interest.</p>
<b>004/17</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> <ul style="list-style-type: none"> <li>• An overview of Road Closures in the surrounding area. Gappah Lane will be closed for drainage work from 13 to 17 Feb 17 and the B3195 Gestridge Road Kingsteignton will be subject to night closures for high friction surfacing work from 6 to 17 Mar 17.</li> <li>• DCC has commissioned a new initiative called One Small Step to provide free information and guidance to help you to make choices that make a real difference to your health and wellbeing, whether that's quitting smoking, cutting down on alcohol, managing a healthy weight or moving more. More information can be found on social media or via <a href="https://www.onesmallstep.org.uk/">https://www.onesmallstep.org.uk/</a> or by calling 0800 298 2654</li> <li>• At the end of December 2016, Internet Service Provider Gigaclear won four of the 6 available Connecting Devon and Somerset (CDS) Phase 2 lots. The deal between CDS and Gigaclear is worth £62.25m and will enable the provider to roll-out their 1Gbps (1000Mbps+) capable Fibre-to-the-Premise (FTTP) broadband network to 35,225 of the hardest to reach premises in the region by 2019. At present the CDS scheme is working with Openreach (BT) and the Government's Broadband Delivery UK programme to make "superfast broadband" (24Mbps+) connectivity available to over 90% of local homes and businesses by the end of 2016 (Phase One), which reflects a total investment of around £94m.</li> </ul> <p><b>District Councillor – Cllr Beryl Austen (Report read by the Clerk)</b></p> <p>2900 properties which are close to the River Exe will benefit from a £14M programme to be commenced this month to prevent flooding. This should ensure that Dawlish Warren and other areas are never flooded again.</p> <p>The County Elections will be coming up in May this year and several candidates are interested to stand for our Ward. I have spoken to Mike and believe he will also be resigning then so as to do so at a convenient time for his replacement. If any of the Ideford residents are interested in District it might be rather good for you to have representation which would, of course, include representing Kingsteignton.</p> <p>Teignbridge had until recently been providing accommodation for the new technical university in Newton Abbot. Last September that building opened and they vacated. Because of reorganisation there now remains a sizeable area of office space to let within the main building. It has recently been announced that this vacant office space will now be taken over and the government offices in Newton Abbot will be moving into the premises. So much of Community work is now shared by District Councils, such as wages, building regulations, finance etc. that the existing building is no longer needed as originally intended and this community use will be an asset for those needing to deal with council and pension matters. Please accept my apologies for non-attendance today.</p>

	<p><b>Police Community Support Officer Report – Read by the Clerk</b></p> <p>The Clerk read out a letter that had been received from PCSO Heather, who will be moving on from the role at the end of March 2017. Due to operational commitments and previous low turn-out, Ideford Police Surgeries will no longer be held at the Village Hall each month. However, a visible presence will still be maintained in the local community. PCSO Saul Bunce will take over responsibility for the Parish from the end of March and contact details will be published in due course.</p> <p><b>IDEFORD POLICE LOGS for the Period 7 Dec 16 to 28 Jan 17</b></p> <p>One report of anti-social behaviour  Concern for welfare of a resident requiring police attention  One report of a missing person  One report of a domestic incident</p> <p><b>IDEFORD CRIMES for the Period 7 Dec 16 to 28 Jan 17</b></p> <p>No crimes reported for this period</p>
<p><b>005/17</b></p>	<p><b>PARISH MATTERS</b></p> <p><b>005.1 - To discuss Housing Need Survey Report &amp; resolve next steps</b></p> <p>Councillors were joined by Janice Alexander, Rural Housing Enabler from Devon Communities Together and discussed the outcome of the Needs Survey that was distributed to each household during November. 58 survey forms had been returned, a response rate of 33%. Of those that answered the question, 72% said that they would be in favour of a small development of affordable housing for local people. However, the survey only identified the need for 2 such homes within the next 5 years. It was recognised that any survey represented a snapshot in time but due to such a small identified requirement it would not be possible to progress this project any further with the District Council Housing Enablers at the current time.</p> <p>It was <b>unanimously resolved</b> that the Parish Council would continue to monitor the situation within the Parish and in the meantime would encourage anyone who is in Housing Need to register with Devon Home Choice (<a href="http://www.devonhomechoice.com">www.devonhomechoice.com</a>) or by contacting the Housing Needs Team at Teignbridge District Council on 01626 361101. It was further <b>resolved</b> that the Clerk provide an update to Parishioners for the Website and monthly Newsletter.</p> <p><b>005.2 - To receive Ideford Parish Plan Action Updates from Portfolio Holders</b></p> <p>Councillors provided an update on the individual actions within their portfolio. A full update list of actions can be found at on the Parish Website at:</p> <p><a href="http://www.ideford-parish.co.uk/PDFs/ParishPlan/ppActionUpdate2017February01.pdf">http://www.ideford-parish.co.uk/PDFs/ParishPlan/ppActionUpdate2017February01.pdf</a></p> <p><b>005.4 To receive a briefing on the General Power of Competence (GPOC) and its adoption</b></p> <p>A briefing paper on General Power of Competence had been distributed to all Councillors for consideration. As the Parish Council now meets the criteria to adopt the GPOC the following unanimous resolution was made:</p> <p>The Parish Council resolves from 1 February 2017, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to adopt the General Power of Competence.</p> <p><b>005.5 To consider and approve the Internal and Asset Risk Assessments for FY 2016/17</b></p> <p>Councillors considered the draft Internal and Asset Risk Assessments. The following unanimous resolutions were made:</p> <ul style="list-style-type: none"> <li>• The Snow Wardens Gritting Machine should be added to the Asset Risk Assessment and be reported as securely stored and in a good state of repair.</li> <li>• An item should be added to the Agenda for the March meeting to discuss a proposed maintenance plan for the Parish benches.</li> <li>• For internal audit and governance reasons a Councillor should be nominated to conduct periodic checks of Clerk and Responsible Financial Officers’ work, especially in relation to any financial or HMRC transactions. Cllr Fox volunteered to take on this task.</li> <li>• It was unanimously resolved that with the above amendments incorporated the Internal and Asset Risk Assessments could be signed by the Chairman and Vice Chairman.</li> </ul> <p><b>005.6 To approve the Appointment of an Internal Auditor for FY ending 2016/17</b></p> <p>Councillors <b>unanimously resolved</b> to appoint Mr Henry Merritt to conduct the Parish Council Internal Audit for FY ending 2016/17.</p>

	<p><b>005.7 - To confirm responses to recent consultations and notifications</b></p> <p>Having distributed documentation to Councillors during the month for their consideration, the Clerk provided an overview of recent consultations and their submission deadlines:</p> <p>1. Bishopsteignton Neighbourhood Development Plan - Submission Consultation (Regulation 16) (10 Feb 17)</p> <p>It was <b>unanimously resolved</b> that Ideford Parish Council had no points or concerns that they wished to raise.</p>									
006/17	<p><b>PUBLIC PARTICIPATION</b></p> <p><i>Standing Orders were suspended</i></p> <p>The Chairman spoke of the recent passing of Ideford resident, Mary Cornish. The thoughts and heartfelt condolences of the Parish Council had been passed to her family and she will be greatly missed by all who knew her.</p> <p>A parishioner commented on the CLP action to produce a document for residents on advice and actions that could be taken during flooding and asked if a Flooding Co-ordinator and cascade plan could be considered.</p> <p>The Clerk has received a request from Mr Michael Martyn, a local historian who would like to address the Parish Council about support to replace the 4 Parish Boundary Stone that lies to the south of Ashcombe Cross. An item to allow this would be added to the Agenda for the March meeting.</p> <p><i>Standing Orders were reinstated</i></p>									
007/17	<p><b>PLANNING</b></p> <p><b>16/01188/FUL – Watery Lane Cottage, Olchard – Application by Mr A Tolley</b> Application Approved</p> <p><b>16/02873/CLDE – Grooms Lodge, Sedgewell Farm – Application by Mr S Landen</b> Certificate of Lawfulness Granted.</p> <p><b>16/02580/LBC – Wayland Cottage, Fore Street, Ideford – Application by Ms A Chapman</b> Application Approved.</p> <p><b>16/02580/LBC – Orchard Cottage, Olchard – Application by Mr S Comerford</b> Extension of a single garage into a double garage. Councillors <b>resolved unanimously</b> to support the application submitted by Mr S Comerford</p>									
008/17	<p><b>CLERK'S REPORT AND FINANCE</b></p> <p><b>008.1 - Balance of Accounts as at 31 Jan 17</b></p> <table border="0"> <tr> <td>Parish Current Account</td> <td>£8324.32</td> </tr> <tr> <td>Request for Payment Authorisation</td> <td>£ 30.00</td> </tr> <tr> <td>Remaining Cash at Bank</td> <td>£8294.32</td> </tr> </table> <p><b>008.2 - To request approval and signature of Monthly Reconciliations for December and January</b></p> <p>It was <b>resolved unanimously</b> that the monthly bank reconciliations for December and January were a true and accurate record of the accounts and should be signed by the Chairman.</p> <p><b>008.3 To provide a quarterly update on expenditure against budget for FY 16/17</b></p> <p>The Clerk provided an overview and written documentation on the overall expenditure against budget following the third quarter of FY 16/17. Figures provided did not include the error payment of £7000 from TDC. There were no questions from Councillors and it was <b>unanimously resolved</b> that information provided showed a true reflection of the Parish Council Finances and Account.</p> <p><b>008.4 - To request approval for BACS and Cheque Payments</b></p> <p>It was unanimously <b>agreed and resolved</b> that the following payment could be made via BACS Transfer:</p> <table border="1" data-bbox="363 1765 1366 1809"> <tr> <td>£30.00</td> <td>DALC</td> <td>New Councillor Course - Cllr Hull</td> </tr> </table> <p>Following a previous authorisation of payment to the Parochial Church Council with a maximum limit of £100, the Clerk confirmed that the actual contribution towards the Parish News Printing costs was £51.25.</p> <p><b>008.5 - To provide update on Legal and Administrative matters</b></p> <p><b>008.5.1 – Attendance at Events, Seminars and Conferences</b></p> <p><b>3 Feb 17 - TDC Housing Stakeholder Event</b> - Cllr Carter-Woodwark and Cllr Fox are registered to attend</p> <p><b>10 Feb 17 - CPRE Housing Seminar, Ivybridge</b> - No Councillor was available or wished to attend.</p>	Parish Current Account	£8324.32	Request for Payment Authorisation	£ 30.00	Remaining Cash at Bank	£8294.32	£30.00	DALC	New Councillor Course - Cllr Hull
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**3 – 5 Mar 17 - The Great British Spring Clean**

It was **resolved** that no specific Parish Event should be held and that the information booklet be sent to Cllr Liz Hill & Cllr Carter-Woodwark. An article would be placed in the March edition of the Parish Newsletter to encourage residents to consider tidying their own immediate areas.

**6 Mar 17 - Nominations for DALC County Committee** - No Councillor wished to be considered for nomination.

**9 Mar 17 - DALC Planning Course in South Molton** - No Councillor was available or wished to attend. The Clerk will distribute a copy of the "Planning Explained" training booklet to each Councillor.

**16 Mar 17 - South West Regional Conference (Local Councils Association), Taunton**

It was **resolved** that if available, the Clerk may attend the event at a cost of £60+VAT. Any other Councillor wishing to attend should notify the Clerk so that a place can be booked.

**1 Jun 17 - Buckingham Palace Garden Party** - In the absence of any other nominations, a request for the Chairman accompanied by Ms Rigby-Jones had been submitted to DALC for inclusion in their draw for the four available places.

**10 Oct 17 - Save the Date for the DALC AGM & Conference at Exeter Racecourse**

**008.5.2 – Avian Influenza Update**

A copy of the latest DEFRA Advice Notice has been added to the Parish Website, summarized in the Parish Newsletter and a copy posted on the main bus shelter board.

**008.5.3 - Referendum Principles**

Following the DALC and TDC CFO correspondence from Oct 2016 about potential referendum principles for towns and parishes, the provisional settlement published in late December does not propose applying any referendum principles to towns or parishes for 2017/18. This is contrary to the earlier consultation on the settlement when principles were proposed to be applied. However the government does say that increases in such precepts will be kept under review. This is presumably to consider applying limits again in later years. The final settlement is expected early in February 2017 but this aspect is not expected to change. The principle was that band D increases of 2% and above AND above £5 would trigger a referendum.

**008.5.4 - Procurement of External Audit Services**

Following the successful procurement exercise, the Smaller Authorities Audit Appointments Ltd SAAA has now announced auditors by County. For Devon this will be PKF LITTLEJOHN LLP

It is important to note that for the financial year 2016/17 there are no changes to our existing audit arrangements and Ideford Parish Council would continue to work with the existing auditor for accounts for FY ending 31 Mar 17.

**008.5.5 - LGBCE Electoral Review of Teignbridge Final Recommendations**

The commission has now completed its review of Teignbridge. A full copy of the recommendations had been distributed to all Councillors. No changes are planned for the Kingsteignton East Ward and it will remain with 2 District Councillors. As a whole it is proposed that Teignbridge be served by 47 rather than 46 District Councillors.

009/17	DATE OF NEXT MEETING – Monthly Meeting of Ideford Parish Council, Wednesday, 1 Mar 17 at 6.30pm
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The Chairman closed the meeting at 1950

Signed: Original Copy Signed

Dated: 1 Mar 17