

IDEFORD PARISH COUNCIL

Minutes of the Annual Meeting held on Wednesday, 7 June 2017

Present:	Cllr Angie Carter-Woodwark Cllr Helen Bellamy Cllr David Fox Cllr Liz Hill Cllr Tom Hill Cllr Julian Hull	Chairman Arrived at 1840
In Attendance	Cllr Ron Peart Mary Ridgway Mrs Ashley Lamb 4 Members of the Public	County & District Councillor Teignbridge Rural Housing Enabler Parish Clerk

Item (a)	Discussion and Decisions (b)
045/17	<p>WELCOME AND APOLOGIES FOR ABSENCE</p> <p>The Chairman opened the meeting at 1830 and apologies for absence were received from Cllr Beryl Austen, Cllr Anthony French, PC Rob Harvey and PCSO Saul Bunce. Parish Councillor reasons for absence were accepted. The Chairman welcomed Mary Ridgway, TDC Rural Housing Enabler and Cllr Ron Peart to the Meeting. The recent passing of Bishopsteignton Parish Councillor, Jim Grimble was also mentioned and a letter of condolence to his family and Council colleagues was duly signed.</p>
046/17	<p>MINUTES OF THE LAST MEETING</p> <p>It was unanimously agreed that the minutes of the 3 May 17 meeting be signed as a true and accurate record.</p>
047/17	<p>DECLARATION OF INTERESTS</p> <p>There were no declarations of interest.</p>
048/17	<p>REPORTS</p> <p>County & District Councillor – Cllr Ron Peart</p> <p>Cllr Peart introduced himself and said that as the newly elected County Councillor for Kingsteignton & Teign Estuary and District Councillor for Kingsteignton East, he very much looked forward to working with the Parish. Currently undertaking County Councillor induction and training, Cllr Peart gave an overview of the DCC Budget, Expenditure, cutbacks and savings and staff reductions for FY 17/18. Standing orders were suspended to allow members of the public to ask Cllr Peart questions. A Parishioner asked if the Parish Sweepers were still active. The Clerk advised that the Parish receives 2 programmed days per year and the Sweeper had been in part of the Parish earlier today. There being no other questions Standing Orders were reinstated and Cllr Peart left the meeting at 1840.</p> <p>District Councillor – Cllr Beryl Austen (Read by Parish Clerk)</p> <p>As previously arranged I will be holding the fort at Kingsteignton until Ron gets back from your meeting so that he can introduce himself to the Parish. There have been very few meetings at Teignbridge because of the election. The appeal regarding Penn’s Mount was recently heard by the Inspector for three days. The result is not expected for some weeks, possibly three weeks at the least. Planning permission was given for the development of 80 houses and green space previously but the appeal is against the later application for 90 homes with a large part of the allocated green space taken for that purpose. Local opposition has been very determined against this new application and Teignbridge engaged very skilled witnesses to state our case. Teignbridge has received a national award for its provision of housing for the district which has exceeded its targets and provided new initiatives for self-build. I look forward to seeing you all next month.</p> <p>Police and Community Support Officer Report (Report from PC Rob Harvey read by Parish Clerk)</p> <p>There was one crime during the period from 3 May 17 to 5 Jun 17</p> <p>Theft from motor vehicle – Mobile phone stolen from a car parked and unattended in the car park at Ideford Common. The phone had been used as a Sat Nav and was hanging on full display from the sun visor. There was damage to the door lock where entry had been gained. No leads.</p> <p>Other matters</p> <p>Please take care of your belongings and do not leave them on public display. Property mark them and make a note somewhere of the make, model and serial numbers of expensive items where appropriate. If you’ve got a mobile phone that for some reason you plan to leave unattended, please consider installing a security app that includes the facility to track your device should it be stolen.</p>

	<p>Please report any suspicious people or vehicles, taking time to write down vehicle registrations and inform the police as it is happening, as opposed to a day or so after. Don't be afraid to use the 999 number if it is appropriate.</p>
049/17	<p>CONTINUED DISCUSSION ON AFFORDABLE HOUSING OPTIONS IN IDEFORD</p> <p>Councillors were joined by Mary Ridgway a Teignbridge District Council Housing Enabler. Mary gave an overview of the new Community Led Housing Fund Grant that has been awarded to Local Authorities. The criteria for use is not too prescriptive and funding must be used for Community Led Affordable Housing Projects with the option to use money to overcome some of the barriers such as legal advice, ecological surveys or project management. Teignbridge are now also a lead Authority Nationally for self-build. Mary also gave an overview of the process and status of Ideford. While advanced in community consultation and engagement and having previously identified (subject to negotiation) a potential area for a site the problem is a low level of notified need now. In planning terms, this would not fit within statutory guidelines for an exception site. Devon Home Choice registration is another way of identifying need. There are a variety of options that Ideford could now pursue:</p> <ul style="list-style-type: none"> • How do you identify people in need that may not be registered with Devon Home Choice or who did not complete the recent survey? • What sort of housing is needed – Community Land Trust, Self-Build or Housing Association rented product • Is there scope for forming a partnership with neighbouring parishes? <p>Standing orders were suspended for members of the public to ask questions and for a general open debate on the subject. The Chairman thanked Mary for attending the meeting, standing orders were reinstated and Mary departed at 1915.</p>
050/17	<p>PARISH MATTERS</p> <p>050.1 - To resolve next steps for Affordable Housing Project in Ideford</p> <p>Following the earlier discussions Councillors resolved unanimously to conduct some additional targeted engagement and to consider setting up an additional informal meeting with interested individuals to include Mary Ridgway, Janice Alexander from DCT and Charles Acland the TDC Self-Build Officer. The Clerk was to contact Bishopsteignton and Chudleigh to see if they had a greater identified need.</p> <p>050.2 - To receive Ideford Parish Plan Action Updates from Portfolio Holders</p> <p>Cllr Bellamy gave an update on the 30 Mph Repeater signs and there were no other specific updates from Portfolio Holders.</p> <p>050.3 – To discuss Parish CPR and Defibrillator Training Event and resolve next steps</p> <p>Cllr Carter-Woodwork has been speaking to the daughter of a Parish resident who is a qualified First Aider and Trainer who would be willing to provide a CPR and Defibrillator Training session. She has kindly offered 2 dates during August when she would be available on a Wednesday evening to provide training. It was unanimously resolved to consider an event on Wednesday, 9 Aug 17 starting at 7pm. The Clerk is to post something on Social Media to gauge interest and to make a provisional booking for the Village Hall.</p> <p>050.4 - To discuss quotations for Parish Bench Maintenance and resolve next steps</p> <p>In the absence of Cllr French, this item was deferred to the July Meeting.</p> <p>050.5 - To discuss Parish Council involvement on Rural Skip Day (1 Jul 17) and resolve next steps</p> <p>Following the parking and traffic flow issues last year it was resolved that an information leaflet should be placed on cars parked in the Pound area of Ideford at the beginning of week commencing 26 Jun 17 to let owners know about the skip and to ask if they might be able to keep the area clear on 1 July. It was also resolved that the Clerk or a Councillor (on a rota basis) should be available on site during the day. Details of what items can be accepted has been posted on Social Media and in the June edition of the Parish Newsletter.</p> <p>050.6 - To resolve acceptance of a free 12 month off site back up service with Datacenta Secure Hosting</p> <p>Having received a briefing on the Company, what they can provide and the potential benefits of an off-site backup, Councillors unanimously resolved to accept a one year trial subscription to provide a secure off-site backup and disaster recovery copy of all Parish Council computer data with Dataset Secure Hosting. Following the trial period consideration would be given to a follow-on contract costing £99 +VAT pa.</p> <p>050.7 - To resolve that all the criteria of the Local Council Award Scheme Foundation Level have been met</p> <p>Councillors unanimously resolved that items 1 to 15 of the Portfolio are published on line and that items 16 to 23 are in place. Councillors further resolved that the Portfolio should now be submitted for consideration and Local Council Award Scheme Foundation Level Accreditation. The Chairman thanked the Clerk for her work in compiling the Portfolio submission.</p>

	<p>050.8 - To provide update on concerns raised by Parishioners</p> <p>Watery Lane – In early 2015 a small load of hard-core was tipped on the path which made a temporary repair, filling up the area eroded by the rainwater run-off from the concrete road. It was thought that this would only be a short-term solution and that rainwater drainage does need to be sorted to cure the problem long term. As the path drops away quite steeply from the road, Devon County Council (DCC) were asked if we could consider making some long shallow steps at the same time as putting in a drain gully and ducting for the water. Our Parish Paths Partnership (P3) Co-ordinator who has looked at the area believes the long-term need has not changed and will now get in touch with our DCC Public Rights of Way Officer to see if we can move things forward to make a more permanent job.</p> <p>Brunel Recycling Centre – Following concerns raised at the Annual Parish Meeting and during recent public participation sessions, the Clerk had spoken with the Senior Waste Manager at DCC Waste Management Team. A DCC Form A61c can now be found on the DCC website that gives comprehensive information for Waste Depositors using sites such as Brunel. Security Staff do have the right to turn trade or overly frequent domestic users away but a ban would usually involve some sort of DCC involvement. If depositors explain what they are doing to staff, a way forward can usually be achieved.</p> <p>The guidance can be found at: https://new.devon.gov.uk/wasteandrecycling/recycling-centres/policies/</p> <p>Drones – The Clerk gave an overview of the current laws and regulations relating to Drones. Information had also been forwarded to the Parishioner who raised the concern.</p> <p>Broadlands – A concern had been raised about the current maintenance and repair of the Broadlands access area. The Clerk had confirmed ownership of all associated areas with TDC and Teign Housing and has spoken to Head of Asset Management and Development at Teign Housing. A surveyor will be sent to site to assess the area and will report back on the findings and proposed next steps.</p>						
<p>051/17</p>	<p>PUBLIC PARTICIPATION</p> <p><i>Standing Orders were suspended</i></p> <p>A parishioner commented asked if the new PCSO and Beat Manager could be invited to attend Parish Council Meetings, especially as they no longer hold monthly surgeries. The Chairman explained that whenever possible the Police do attend PC Meetings but shifts and on duty commitments may not always allow. Other Parishes also meet on the same evening as Ideford. Details of our Police Team is published in the Parish Newsletter, on the Website and there is a notice in the Bus Shelter. A prompt response or attendance is forthcoming whenever an issue has been raised. The decision to cancel surgeries was taken following a reduction of staffing, extra commitments and because in a 24-month period only 1 person had ever attended and it wasn't for a Police issue.</p> <p>A Clerk asked if the Parish Council had considered supporting the Fete on the 15 Jul 17 in any way? Following a brief discussion Councillors unanimously resolved to cover Millennium Green equipment hire charges and Village Hall venue hire costs to allow the Parochial Church Council to maximise their fundraising. Expenditure was capped at £100 Total.</p> <p><i>Standing Orders were reinstated</i></p>						
<p>052/17</p>	<p>PLANNING</p> <p>17/01110/FUL – Primrose Bank, Ideford – Application by Mr & Mrs Oxenham</p> <p>Demolish existing garage and car port, remove, lower and extend roof to create integral garage and additional living accommodation to include accommodation at first floor level</p> <p>Councillors resolved unanimously to support the application submitted by Mr & Mrs Oxenham</p> <p>17/01215/CLDE - Rixford Manor, Ideford, TQ13 0BP – Application by Mr R Toghill</p> <p>Certificate of Lawfulness for existing use of land as residential curtilage</p> <p>Councillors resolved unanimously to support the application submitted by Mr Toghill.</p>						
<p>053/17</p>	<p>CLERK'S REPORT AND FINANCE</p> <p>053.1 - Balance of Accounts as at 31 May 17</p> <table data-bbox="256 1872 759 2000"> <tr> <td>Parish Current Account</td> <td>£9184.50</td> </tr> <tr> <td>Request for Payment Authorisation £</td> <td>36.25</td> </tr> <tr> <td>Remaining Cash at Bank</td> <td>£9148.25</td> </tr> </table> <p>053.2 - To request approval and signature of Monthly Reconciliations for May</p> <p>It was resolved unanimously that the monthly bank reconciliation for May should be signed by the Chairman.</p>	Parish Current Account	£9184.50	Request for Payment Authorisation £	36.25	Remaining Cash at Bank	£9148.25
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053.3 - To request approval for BACS and Cheque Payments

It was **unanimously resolved** that the following payment could be made via BACS Transfer:

£36.25	Village Hall Trustees	Hire Charges from Dec to May
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053.4 - To request permission to attend Clerks Training Events

The Clerk requested permission to attend a SLCC Webinar to summarise the new General Data Protection Regulation (GDPR) and provide information on how we can ensure that our council is compliant. The cost is £25 + VAT for SLCC members. Councillors agreed unanimously that the Clerk could attend.

053.5 - To provide update on Legal and Administrative matters

The Clerk provide and update to Councillors on the following matters:

- For many years 'persons interested' have had a right to inspect accounting records, including 'all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records', during the statutory inspection period of 30 working days including the first 10 working days in July. The Local Audit (Public Access to Documents) Act 2017, now extends this right to 'any journalist'. 'Journalist' is defined as 'any person who produces for publication journalistic material (whether paid to do so or otherwise)' and so includes a 'citizen journalist' who blogs without payment. The Act comes into force on 27 June 2017 and so will be in force for this year's compulsory inspection period.
- At the Teignbridge Executive Meeting on 30 May 17 the intention to charge for Pre-Submission Planning Advice wef 1 Jul 17 was approved.
- Devon County Council's Cabinet has agreed recommendations to award its highways term maintenance contract to Skanska Construction UK Limited. The contract, will run from 1 April 2017 to 31 March 2024, with extension options for a further three years. The Cabinet decision is subject to usual council procedures, and subject to the decision not being "called-in" for further consideration, all the bidders will be notified of the outcome and the County Council will enter "standstill" period before Skanska Construction can be formally appointed. The County Council's current highways term maintenance contract with South West Highways Ltd, which covers routine, reactive, emergency and planned highway maintenance work, expired at the end of March 2017.

054/17

DATE OF NEXT MEETING – Monthly Meeting of Ideford Parish Council, Wednesday, 5 Jul 17 at 6.30pm

The Chairman closed the meeting at 2000

Signed:

original copy signed

Dated:

5 Jul 17