**MINUTES of the THORVERTON PARISH COUNCIL MEETING held on Tuesday 13h September 2016,**  80

**at the Thorverton Memorial Hall, commencing at 7.30pm.**

**Present: Cllrs Hodge, Spivey, Sims, Waldron, Turner, Bright and Crang**

**In attendance:** The Clerk, D/Cllr Deed. C/Cllr Squires for part of the meeting.

**Open Session:** 4 members of the public were present, including D/Cllr Deed, and 2 wished to speak. D/Cllr Deed 1) enquired about the Parish Councils (PC) plans to extend the 30mph signs around the village, especially on the Raddon Road, and asked about the Traffic Order required by the PC to enable this to happen 2) suggested that the PC should consider a further public meeting regarding the churchyard extension, prior to funds being spent, due to a number of years having elapsed since the last meeting 3) advised that he had heard ‘Rack Park’ being called ‘Rat Pack’ 4) reported that junction 27 on the M5 was likely to be developed due to the delay in the local plan being finalised. He also added that a further 7200 homes are required in the District over the next few years with allocated land for these needing to be in the emerging Local Plan. As insufficient land is available any planning for residential properties are likely to be granted on Appeal. This situation will only be remedied when MDDC has a new Local Plan submitted – expected in March 2017.

A member of the public spoke about 1) Hulke Lane in that an engineering report was now at hand and a meeting to discuss drainage was pending to move the bridleway project forward 2) a Vodafone aerial had now been attached to the Baptist chapel so a 3G service should be available throughout the village 3) the Next Door website is doing well with 160 active members 4) he offered the PC his support with revising the Parish Plan. He advised that 5) he was still the Administrator for the PC laptop 6) the conflict of Interest between the Chairman and the Church Commissioners (CC) should have been finalised long ago and suggested Cllr Crang had been involved in meetings behind closed doors. This was denied by Cllr Crang. He had heard that the Chairman had made an inappropriate comment towards him at the last meeting for which he had not received an apology.

The Chairman, Cllr Crang, apologised to the resident for his inappropriate comment made at the last meeting.

Cllr Waldron enquired as to the funds due to the village from the Next Door project and the resident advised that these funds had been turned down by the Chairman which the Chairman denied. Cllr Waldron also enquired as to any incentive for residents to switch to Vodafone and the resident advised he did not know of any so would enquire.

**16/177 Apologies** for absence were received and accepted from Cllr Lane, holiday, Cllr Lawson, family commitments. C/Cllr Squires hoped to attend the meeting later after 2 other meetings.

**16/178 Declarations** **of Interest**: MDDC’s Monitoring Officer had requested advice from Hoey Ainscough Associates Ltd on the matter of Cllr Crangs possible ‘interests’ in CC business. A letter had now been received from them (circulated) and concluded that:

1) Cllr Crang does have a disclosable pecuniary interest in the land he leases from the CC and that this should be registered on his Register of Interest form. If an item appears on a PC meeting agenda relating to this land Cllr Crang should declare an interest and withdraw from the meeting, without partaking in discussion and without voting, unless a dispensation has been granted. This confirms Cllr Crangs understanding of the matter.

2) Cllr Crang does not have a disclosable pecuniary interest in any other matter appearing on PC meeting agendas involving the CC. This confirms Cllr Crangs understanding of the matter.

3) Where there is a financial matter noted on the PC meeting agenda for discussion Cllr Crang could have a personal financial interest. The letter notes that this would only apply where there is a specific financial interest and so the potential financial impact would need to be considered. If it was concluded that a financial interest did exist then Cllr Crang would need to declare an interest and not vote on the matter although he could take part in discussions.

Several Cllrs raised the issue of public perception and how they had been approached by members of the public concerned at Cllr Crang being able to openly discuss, and vote on, CC matters when there appeared to be a conflict

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of interest. Cllr Waldron proposed that an agenda item be raised for next month’s PC meeting enabling the PC to consider this matter further. This was seconded by Cllr Spivey and RESOLVED.

**16/179 Code of Conduct:** The Clerk circulated a summary of possible options for the PC to consider further to Cllr Crangs inappropriate comment to a member of the public at last month’s meeting which was confirmed as a breach of the adopted Code of Conduct. The Code of Conduct had been circulated to all Cllrs as a reminder of their

duties and responsibilities as a Cllr prior to this meeting. Cllr Crang acknowledged the breach and apologised to the PC (he had apologised to the member of public face to face during the public session). After discussion Cllr Turner proposed that the apology be accepted and the matter closed. Cllr Hodge seconded this which was RESOLVED.

**16/180 Confirmation of Minutes** of the meeting of Tuesday 9th August 2016 being a correct record was proposed by Cllr Hodge, seconded by Cllr Turner and RESOLVED.

**16/181 Dispensations:** None.

**16/182 Election of a Vice Chairman:** Cllr Hodge proposed that Cllr Bright be Vice Chairman and this was seconded by Cllr Spivey and RESOLVED. Cllr Bright has previously agreed to this.

**16/183 Co-option of a new Councillor:** 2 applications had been received (circulated) and following a ballot Mr David Reygate was co-opted onto the PC. The Clerk would see to the paperwork prior to the next meeting to enable Mr Reygate to attend as a Councillor. The Clerk would thank the second resident for applying.

**16/184 Communications -** to consider communications received to the date of the meeting –

1. Request from a resident for the stream to be cleared by the bridge at Jubilee Green. Cllr Hodge advised that the stream outside the Memorial Hall is getting blocked by weeds and mud and needs clearing. Cllr Waldron proposed that plant be used to clear the area and this was seconded by Cllr Hodge and RESOLVED. Cllr Crang would arrange this and also look at the area of stream by the Jubilee Green.
2. Request from a resident for the ‘slow’ sign on the Raddon Road surface near Parr's Farm to be repainted. Cllr Spivey had reported this to Highways so there was no further action required by the PC.
3. MDDC Street Cleansing Review covering litter and dog bins in the village. After discussion the Clerk was given delegated authority to complete the survey with Cllr Spivey’s help.
4. Request from the Memorial Hall for the £20 annual Vodafone aerial electricity grant. Agreed.
5. E-mail from a resident regarding a) management of the new cemetery and b) Cllr conflict of interests (circulated). This was read out by the Chairman who firstly proposed that a letter of thanks be sent to the resident for services as a past Cllr with an apology for the letter being late and that she be advised that the matters raised were being addressed. This was seconded by Cllr Spivey and RESOLVED.
6. E-mails from a resident (circulated) requesting that 1) the PC re-consider the name ‘Rack Park’ and 2) consistency take place regarding public consultations in future. The Chairman summarised the position to date and sections of the e-mails were read out. After discussion Cllr Waldron proposed that the PCs Standing Orders be set aside at next months meeting and that the name of ‘Rack Park’ be revisited. This was seconded by Cllr Spivey but with the Chairman using his casting vote this proposal was not resolved resulting in the name of ‘Rack Park’ remaining in place. It was agreed that no public consultations would take place with regard future street naming and that the PC would carry out such tasks following usual local Council procedures.

**16/185 Standing Orders and Financial Regulations:** The Clerk had updated the PC’s existing Standing Orders and had created a new set of Financial Regulations (circulated) and it was proposed by Cllr Hodge, seconded by Cllr Bright and RESOLVED, that both documents be adopted by the PC. Copies would be posted on the website shortly.

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**16/186 Parish Plan (2008) revisited:** Item postponed until next month.

C/Cllr Squires joined the meeting at this stage.

**16/187 Highways matters:**

* Hulke Lane – the latest news had been received during the public session earlier in the meeting.
* School Lane – nothing had been received from DCC Highways but Cllr Squires reported that the zig zag line matter was now with the Traffic Section and in the queue to be actioned. It was suggested that a letter from the School to Highways in this regard may speed up the process. Clerk to organise.
* Jericho Street – nothing had been received from DCC Highways regarding the stopping of HGV’s using this road. C/Cllr Squires reported that this is a growing problem but that there was no effective solution to solve the matter as signs can be ugly, don’t work, and are mostly ignored.
* Village 30mph signage – nothing had been received from DCC Highways regarding the Traffic Order to allow the moving of the 30mph signs on the outskirts of the village. C/Cllr Squires advised of the difficulty in moving these signs due to strict regulations and that she would ask Highways for guidelines.

Cllr Sims advised that last week Cleaves closed had been resurfaced but some of the road was missed. On enquiring of Highways they advised the missed bits belonged to Mid Devon and so were not within the DCC Highways remit. Cllr Sims called for C/Cllr Squires to ask both agencies to work together.

* Spraying of the village cobbles – SW Highways had provided a quote for spraying the village cobbled pavements of £416 plus VAT with this being beyond the Clerks delegated authority. It was proposed by Cllr Spivey, seconded by Cllr Hodge and RESOLVED, that this service should be booked. It was expected that the spraying would take place within the next 2 weeks depending on the weather.
* Quarry Car Park – it was noted that the bus had been removed but that rubbish remained in its place although the Clerk had been advised it would be removed shortly. It was suggested that the Handyman tidy up the car park and garden area – following feedback from the Saturday market - see below. Optimising parking was discussed as was a new sign prohibiting certain vehicles from using the car park. There had been no response from PCSO Randle regarding the parking of unlawful vehicles.

**16/188 Planning** **matters** received and circulated to the date of the meeting –

# a)16/01254/HOUSE Erection of a conservatory at Brambles, Nomans Chapel, Thorverton. It was RESOLVED that a comment of ‘no comment’ be posted.

b)16/01107/FULL Retention of a self-service car wash/vacuum/tyre pressure facility at Thorverton Mill – revised drawings and additional information. It was RESOLVED that a comment of ‘no further comment’ be posted.

c)16/01293/PNHH Prior Notification for the erection of a conservatory at 16 Broadlands, Thorverton. Withdrawn.

**To note the following decisions**:

16/01049/HOUSE Extension to front and side of existing building at Raddon Hill Farm. Approved.

16/00970/PNAG Prior Notification for the erection of an agricultural storage building – land at Yellowford Farm, Thorverton. Withdrawn.

**16/189 Village Handyman/Road Warden:**

It was proposed by Cllr Turner, seconded by Cllr Bright and RESOLVED, that the Handyman dig the garden area to the left of the Quarry car park entrance, cuts the ivy off the walls and cuts back the tree overhanding onto Dark Lane. 5 hours were allocated to these duties. Ivy on top of the garages should remain as this was not PC responsibility.

It was proposed by Cllr Turner, seconded by Cllr Bright and RESOLVED, that a strimming course (DCC £75 per delegate) be booked for both the Handyman and Cllr Sims. Clerk to arrange. The Clerk reported that the Handyman’s spraying course had been booked at a cost of £300 (no VAT) and a date was pending.

**16/190 TAP Funding:** The Clerk had circulated a draft application for consideration for funds to purchase Handyman tools and equipment, such as a robust lawn mower, and submission of the form, was proposed by Cllr Spivey,

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seconded by Cllr Bright, and RESOLVED. It was noted that a letter of support had been received from Newton St Cyres PC and that a further letter was pending from Shobrooke PC.

**16/191 Vodafone and payment of the annual electricity grants:** As already reported elsewhere in the minutes.

**16/192 Financial matters:**

* Payment to the Clerk - August salary net of tax £185.84 net
* Payment to HMRC deducted from the Clerks gross salary £ 46.46
* Payment of Clerks expenses (paper, ink, calculator, MDDC bin re-imbursement) £ 70.61
* Payment to Handyman for work during Aug 10 – Sept 1 2016 £ 45.00 net
* Payment to HMRC deducted from the Handyman’s gross salary £ 11.25
* Payment to the Memorial Hall regarding the annual electricity Vodafone grant £ 20.00
* Payment to DALC for 2 Being a Good Employer guides (previously resolved) £ 4.00

To note the bank balance as at 01/09/2016 £41,338.19 (£30,000 earmarked for the new Cemetery).

To note the receipt of a ‘clean’ external audit certificate (circulated & published) for which the Clerk was congratulated. It was proposed by Cllr Spivey, seconded by Cllr Bright and RESOLVED that all the above payments be made.

# 16/193 Development matters:

* New Cemetery – the Clerk had visited MDDC Planning Department regarding a site meeting and had been advised that a pre-planning application was the first step towards this. The application had now been created, checked by Cllr Lawson, and submitted to MDDC. A response was now pending.
* Barton Meadows/Rack Park – an update from Westhaven Homes (circulated) regarding the purchasing and renting of the 10 affordable homes on this site had been received and the details would be put in Focus, on the School Lane notice board and on the Website. Anyone interested in such a home should register with Home Choice on-line.

# 16/194 Recreation Ground:

* Viridor/Wicksteed – it was noted that the final payment to Wicksteed had been made which included the requested deductions for the new strimmer head and turf. Cllr Sims reported on the visit from Viridor in August stating that they were very impressed with the new play and gym equipment, the garden area, and the Visitor sign which had been mounted on wood by a resident free of charge. A letter of thanks had been sent. The planned educational sign was outstanding - Cllr Spivey agreed to liaise with Ann Parkinson on this reporting back to the PC.
* Rec Open Day refreshments – it was proposed by Cllr Waldron, seconded by Cllr Turner and RESOLVED, that the left over refreshments be donated to the Memorial Hall for the use of the general public.

**16/195 Christmas Tree:** Cllr Waldron reported he had sourced a tree approx. 15 foot high at £3 per foot for the Jubilee Green as requested. It was proposed by Cllr Sims, seconded by Cllr Turner and RESOLVED, that this be ordered. Cllr Crang would arrange collection in November ready for the lighting ceremony in December.

**16/196 Footpath 10:** Cllr Spivey reported that this footpath, Rose Park to Hulke Lane, is now fully functional and that new signs were also in place. It was noted that residents had stated how nice the footpath now was.

**16/197 Cllrs reports:**

TMGT – Cllr Spivey reported that a provisional footpath through the north field had been laid and that agreement regarding the purchase of the extra land was still pending. Focus – Cllr Turner had nothing to report.

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Memorial Hall – Cllr Hodge had nothing to report. Raddon Group – Cllr Spivey had nothing to report.

It was proposed by Cllr Hodge, seconded by Cllr Bright and RESOLVED, that Cllr Lane be the new PC representative for the School. Cllr Lane had previously confirmed that he was in agreement with this.

**16/198 PC monthly meeting venue:** It was proposed by Cllr Spivey, seconded by Cllr Turner and RESOLVED that the Clerk book the Memorial Hall for the next 12 months monthly meetings. Cllr Hodge was asked to make the bookings.

**16/199 Monthly Market:** Cllr Spivey had circulated a report on the August meeting and volunteered to attend the November meeting. The Clerk had circulated a report on the September meeting. The Clerk would e-mail out for a volunteer Cllr to attend the October meeting.

**16/200 Business at the Chairman’s discretion:**

1. It was noted that the PC laptop had been lent to TADS for use in their next production
2. It was noted that the S106 funding now stands at £1,790.

**16/201** The next **Parish Council Meeting** would take place on Tuesday October 11th 2016 at the Memorial Hall, Thorverton. At 7.30pm. The November meeting would take place a week later than normal on the 15th November, at the Thorverton Memorial Hall, at 7.30pm.

The meeting closed at 9.48pm.