**MINUTES of the THORVERTON PARISH COUNCIL MEETING held on Tuesday 11th October 2016, 85**

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

**Present:** Cllrs Reygate, Lane, Waldron, Turner, Sims, Spivey, Lawson, Crang (Chairman), Bright (Vice Chairman)

**In attendance:** the Clerk, D/Cllr Deed, PCSO Goodier

**Open Session:** 2 members of the public were present. The first spoke about the slippage at Hulke Lane and reported that a Geotechnical report had been commissioned, with the aim of encouraging the engagement of Devon County Council (DCC), and called for the Parish Council (PC) to give its support by way of letter to DCC. The end result was hoped to be a bridleway for use by the whole community. It was noted that the resident had already gained support from C/Cllr Squires and Brampford Speke PC. The resident hoped that DCC would agree to meet with her family, who own the land in question, to discuss costings for the required drainage works. The PC’s response to this request can be found under 16/220 below.

D/Cllr Deed read out a paper he had prepared giving an overview on the churchyard extension going back to 2009 and including various questions on the matter (to be circulated) which the Clerk would responded to in due course.

The second resident spoke about the village Vodafone connection stating that publicity was being planned in this regard. Cllr Sims queried the Vodafone coverage which did not appear to be as good as had been expected.

The meeting was opened by the Chairman at this point.

**16/202 Apologies** for absence: Cllr Hodge (holiday) and C/Cllr Squires (another meeting).

**16/203** It was agreed to **receive reports from PCSO Goodier, C/Cllr Squires, and D/Cllr Deed at this point:**

1. PCSO Paul Goodier advised that his contact cards would be provided to residents shortly, that he was a temporary replacement PCSO, and that his official patch is Tiverton. He stated that 1 robbery had been reported in the past month being at the village Post Office. There had also been damage to a car, 2 reports of animals in the road, and 1 road traffic accident. Investigations regarding the Post Office were ongoing – all stolen funds had been recovered. PCSO Goodier suggested that CCTV be considered for the Quarry Car Park to help deter future crimes. Complaints had been received regarding 3 large tractors causing issues on the village roads and that the Farmer had been spoken to. He warned that this time of year garden sheds need to be made secure and that ‘smartwater’ may be worth considering, being an invisible property marker only seen under UV light, for shed or home contents. Residents should be aware of phone scams asking for money and of the latest craze for youths to dress as Clowns to frighten people. The Chairman thanked PCSO Goodier for attending and for his informative report.

D/Cllr Deed advised that the issue of the 3 tractors travelling in a row, blocking local roads and making busses late, had been taken up with the authorities.

1. C/Cllr Squires had not submitted a report.
2. D/Cllr Deed referred to the naming of the Court Barton development – the details of which can be found under 16/216 below.

**16/204 Declarations of interest:** None

**16/205 Chairman’s position regarding ‘interests’ involving Church Commissioner business:** The Clerk read out the following statement - ‘Further to recent correspondence from the MDDC Monitoring Officer it has been confirmed that Cllr Crang does not have a disclosable personal or pecuniary interest in Church Commissioner (CC) matters appearing on PC meeting agendas unless the matter directly involves the land being rented by Cllr Crang from the

CC. In this instance a disclosable pecuniary interest would exist and Cllr Crang would need to disclose this, leave the meeting, not partake in discussions or vote on the matter. This situation confirms the understanding of Cllr Crang, as advised to the PC by him, and as has been minuted on several occasions’. Cllr Crang then spoke about having local connections and how this was of great use when discussing local matters such as (CC) business. He reminded Council

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that the public had elected him and due to this he should discuss, and vote on, CC business as a member of a democratic process and as the right thing to do. Cllr Bright, as Vice Chairman, took the chair at this point and called for any other queries. Cllr Waldron mentioned public perception and integrity and referred Council to an e-mail he had circulated suggesting that the Chair should voluntarily step aside, to avoid any further public perception issues, but this was not discussed further. Cllr Spivey referred to the conflict in the MDDC Monitoring Officers advice which had confused this situation and that he now felt the most recent information had clarified the position. Cllr Bright suggested that as Cllr Crang cannot make decisions as an individual Councillor, as it is the Council that makes decisions as a whole, each Cllr should follow their own thoughts on all matters including those involving the CC and that Cllr Crang should follow his own conscience regarding such matters. Cllr Reygate stated that as Cllr Crang apparently had expertise on land and CC matters and that it would be to the Councils benefit to use this. Cllr Lane expressed his support for Cllr Crangs position as did Cllr Sims. Due to there being no further comment it was agreed that this matter be closed.

**16/206 Confirmation of Minutes** of the meeting of Tuesday 13th September 2016 (circulated). It was proposed by Cllr Turner, seconded by Cllr Bright and RESOLVED, that the minutes be signed as a correct record of the meeting.

**16/207 Dispensations:** None.

**16/208 Parish Plan (2008) revisited:** Cllr Lane presented a questionnaire to Council for consideration (circulated) and proposed that a) this be used as a leaflet drop to all households in the Parish b) that an electronic copy be available on the website c) that the survey be advertised on the Next Door facility d) that residents be asked to volunteer to analyse the results. After discussion Cllr Lawson seconded the proposal which was RESOLVED. It was confirmed that all Cllrs present would deliver the questionnaires and that Cllr Lane would organise the printing. Responses would be considered at a future meeting.

**16/209 Planning Applications** received to the date of the meeting:

* 1. 16/01420/HOUSE Erection of a conservatory at 16 Broadlands, Thorverton. It was RESOLVED to give a response of ‘no comment’ on this application.
  2. 16/01449/FULL Formation of vehicular field access at Court Barton, Thorverton. It was RESOLVED to give a response of ‘no comment’ on this application.
  3. 16/01456/FULL Erection of an agricultural storage building at Lee Cross Farm, Thorverton. It was RESOLVED to give a response of ‘no comment’ on this application.
  4. Licensing Application for The Berry Dairy, Thorverton. Noted.

**Planning Decisions** received to the date of the meeting:

* 16/01145/PNCOU Prior Notification for the change of use of an agricultural building to dwelling at Higher Trey Mill. Refused.
* 16/01254/HOUSE Erection of a conservatory at Brambles, Nomans Chapel, Thorverton. Granted.
* Details in pursuant received on 13/00401/FULL Chard Cottage, Jericho Street, Thorverton. Noted.

**16/210 Village Handyman/Road Warden:** Council discussed the following points and it was proposed by Cllr Bright, seconded by Cllr Turner and RESOLVED that a) duties for next month be agreed as per the Handyman’s recommendations within his monthly report to Council. In addition he would help Cllr Bright clear the hedge debris at Leigh Gardens and clear the ivy from the Dark Lane stone wall to enable the wall to be inspected by all Cllr’s prior to the next meeting b) payment of 2 hours overtime be agreed c) payment of mileage (spraying course) be agreed d) line manager of the Handyman be considered further at the next meeting.

**16/2011 Grant to Thorverton School:** It was agreed that as a written request for funding had not been received this matter should be postponed until next month.

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**16/212 HMRC Clerks Working From Home Allowance:** After a call for further information from Cllr Lane it was proposed by Cllr Crang that the matter be looked into by the Employment working party, consisting of Cllrs Crang, Turner and Bright, at the Clerks employment review (due July 1st 2016) which would be arranged shortly. Seconded by Cllr Spivey and RESOLVED. Cllr Crang to arrange the review.

**16/213 Financial matters –** to sign cheques for:  tax:

* Payment to DCC Highways - spraying of cobbled paths on 4th October. No invoice had yet been received so no payment could be agreed. Quote £417.00 including VAT. Pending.
* Payment to the Clerk – September salary net of 20% tax £185.84 net
* Payment to HMRC of tax deducted from Clerks gross salary £ 46.46
* Payment of Clerks expenses (stationery and new Cllr pack) £ 31.71 n/a
* Payment to C Marshall for Handyman duties (Sept 1 – October 1) net of 20% tax £ 70.00 net

Including 2 hours overtime

* Payment to HMRC of tax deducted from Handyman salary £ 17.50
* Payment to C Marshall for mileage (Bradworthy – spraying course) 93.2 miles @ 45p £ 41.94 n/a
* Payment to Ed Rogers – 2016 maintenance contract (VAT £123.00) as quoted £738.00 incl. It was proposed by Cllr Waldron, seconded Cllr Spivey and RESOLVED, that the above payments be made.
* Payment to the Clerk – HMRC Working from Home allowance of £18 per month

back dated to January 2015 and to date = 21 months @ £18 £378.00 n/a

Payment of this item was postponed - see item 16/212.

To note the following:

* VAT re-claim to HMRC of **£3,664.22** (not 4,309.68 as per the agenda) had been submitted
* Receipt of the final precept payment of £7,022.70 had been credited on 01/10/2016
* Bank balance as at 03/10/2016 was £45,349.07 including the precept credit but excluding the VAT re-claim and the above agreed payments. £30,000 of this balance had been ring-fenced for the new Cemetery and £5,000 had been placed into General Reserves.

**16/214 Training Policy:** The circulated draft copy of the Training Policy was adopted, a DALC New Councillor training course for Cllr Reygate was agreed, a Chairmanship course for Vice Chair Cllr Bright was also agreed. Proposed by Cllr Lawson, seconded by Cllr Waldron and RESOLVED.

**16/215 TAP funding –** a response was still pending from MDDC and a query regarding the eligibility of the application was discussed. D/Cllr Deed offered to take up the matter with MDDC which was accepted.

# 16/216 Development:

**New Cemetery** – Cllr Lawson reported on the site meeting of 10th October which involved Hannah Cameron from MDDC Planning Dept, Cllrs Lawson, Turner and Waldron (working party) and the Clerk. Hanna would provide a written report advising the PC of the next steps which was expected to be a Tier 2 quantitive risk investigation into ground water. Hanna reported that Highways had suggested a footpath link from the Quarry Car Park to the proposed new cemetery site but that this was not a feasible option. It was suggested that vehicular access, big enough to accommodate a hearse, off Dark Lane should be included within any planning application and that due to the Conservation Area any such access would need to be located beyond the stone wall which would involve land level issues. Hannah will also report back on the exact size of the proposed plot. The Clerk had contacted residents along Lynch Road to investigate the suggested private water supply from a spring in the field but all residents had confirmed that they had mains water. It was noted that the spring could once have serviced ‘wells’ at nearby homes. Cllr Crang confirmed to Cllr Reygate that this is the PC’s one and only plan for a new

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cemetery at this stage. Cllr Bright reported that the PCC will be meeting with the new Reverend on 7th November to discuss the matter and it was expected that the Reverend would then contact the PC to discuss the way

forward. The need for another public meeting was considered but rejected at this stage. Cllr Lawson proposed that she obtain some quotes for the expected required survey when the details had been confirmed from Hannah and this was seconded by Cllr Bright and RESOLVED. The Clerk reminded Council that S106 funding, currently £1,790, could be used for cemetery related expenses.

**Barton Meadows** – due to the disagreement between the PC and Developers regarding the new street name for this site the decision was placed into the hands of MDDC’s Street Naming Department. As a result both ‘Barton Meadows’ and ‘Rack Park’ were rejected and the name of ‘Court Barton Close’ confirmed. It was noted that the PC had considered but rejected this name due to the Street Naming Guidelines stating ‘new street names shall not duplicate any names already used in the area’ interpreted by the PC as meaning that the name ‘Court Barton’ could not be used again. The PC agreed to close this matter and take no further action.

# 16/217 Recreation Ground: Cllr Spivey reported that the educational sign for the wildlife garden was being looked into that that the details would be available for PC consideration shortly. Funding for this would come from the Viridor grant provided to Ann Parkinson. Cllr Sims reported that 2 trees in the Rec had Dutch elm disease and needed felling. The Clerk was asked to organise removal as soon as possible due to the urgency of this matter. Proposed by Cllr Lawson, seconded by Cllr Bright and RESOLVED.

D/Cllr Deed left the meeting at this stage.

**16/218 Allotment Rules and Regulations:** It had previously been resolved that the current allotment rules and regulations be reviewed and updated, to include instruction on bonfires, and it was agreed that the Clerk should approach Cllr Hodge to enquire as to whether he would be prepared to take this on.

**16/219 Communications** received to the date of the meeting:

1. E-mail from MDDC advising that the decision on the name of ‘Rack Park’ is now with its Street Naming Department (circulated). Noted.

ii. E-mail from a resident attaching a copy of a letter sent to the Developers at Court Barton regarding the

name ‘Rack Park’ (circulated). Clerk to reply on the updated news.

iii. E-mail from a resident regarding the name ‘Rack Park’ (circulated). Clerk to reply on the updated news.

iv. E-mail from a resident regarding the Chairman’s ‘interests’ and public perception (circulated). Clerk to reply and to advise that the matter had now been closed.

v. E-mail from MDDC regarding ‘Get Up To Speed’ Social Media training 16/11/2016. Cllr Waldron would attend and report back to Council.

vi. E-mail of thanks from the Memorial Hall for the £20 cheque (Vodafone) and the refreshments. Noted.

vii. Notice from DCC Highways of road ‘patching’ in School Lane. Clerk had enquired as to whether this includes removing the existing zig zag lines and replacing them nearer to the junction. Response pending.

viii. E-mail from a resident requesting Councillor representation for Raddon. Cllr Crang asked all present to be mindful that the whole parish should be considered and represented by all Councillors and not just the village centre. Clerk would reply suggesting that any Raddon resident would be welcome to get involved with the PC and that residents can contact the Clerk or any Cllr on any parish matters.

ix. Verbal request for the flower beds on Jubilee Green to be filled in and the roses re-located. After discussion it was proposed by Cllr Turner that the resident should be thanked for her work over the years on keeping the flower beds looking so nice and that an advert for an alternative volunteer should be put in Focus and on the noticeboard. Seconded by Cllr Spivey and RESOLVED. The hedge debris would be collected by the Handyman and Cllr Bright as stated above.

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x. E-mail regarding MDDC Taxi Licensing. Noted

xi. E-mail regarding Refuse Storage in new developments – SPD Consultation. Noted

xii. E-mail from a resident regarding the many ‘diversion’ signs in the village. Signs now collected.

xiii. Invite to the Devon Highways Conference. Cllr Lawson agreed to attend and report back to Council.

xiv. Grant Giving Application from Thorverton Amateur Football Club (received after the agenda had been issued). The Clerk was asked to request further information so as to complete the application prior to consideration at next month’s meeting.

**16/220 Highways:**

Hulke Lane – Cllr Spivey reported that the update had been covered in the public session and proposed that the requested letter of support be written to DCC. Cllr Reygate suggested that a letter should also be sent to MP Mel Stride. This was seconded by Cllr Lawson and RESOLVED. Clerk to organise letters and confirm to the resident.

School Lane – a response regarding the zig zag lines was pending from DCC Highways.

Village 30mph signage – the rules regarding Traffic Orders were pending from C/Cllr Squires.

Spraying of the village cobbles – to note that this was completed by Highways on 4/10/2016.

Quarry Car Park – Cllr Bright enquired as to the mound of tarmac and Cllr Crang confirmed this was for potholes prior to the area being tarmacked and that it could now be dug up and spread to create more room for parking but that a machine would be required to do this. The Clerk confirmed that the rubbish left behind the now removed ‘shop’ is to be skipped by the owners shortly.

**16/221 Representative reports:** TMGT – Cllr Spivey advised there was no update. Focus – Cllr Turner had nothing to report. Memorial Hall – Cllr Hodge had indicated that a Grant Funding application was pending. Raddon Group – Cllr Spivey had nothing to report. School – Cllr Lane will be meeting with the School shortly. The recent Auction of Promises had raised over £4,000 towards the new play equipment.

**16/222 Monthly Market:** Cllr Lane reported that positive feedback had been received from residents regarding the Handyman’s work around the village to date. Cllr Spivey would attend the November market and would have the Parish Plan survey to hand for residents to complete.

**16/223 Business at the Chairman’s discretion:**

1. To note the Parish Electorate numbers as at September 2016 had increased to 734
2. Cllr Crang welcomed Cllr Reygate to his first meeting as a Thorverton Parish Councillor
3. Cllr Waldron requested that the Grant Giving Policy be put on the Agenda for next month and suggested a sub-group be set up to preview applications. Cllr Turner suggested that applicants be asked how the rest of the funding would be raised. It was agreed to put this on the November agenda.
4. Cllr Sims advised of a dead Silver Birch tree on the Berrysbridge Road, opposite the Broadlands entrance, and the Clerk was asked to remind Highways of this.

**16/224 The next Parish Council Meeting** will take place on **Tuesday November 15th** at 7.30pm in the Memorial Hall, Thorverton, being a week later than usual, and all are welcome to attend.

The meeting closed at 21.50 pm

If you require this document in large print please contact the Clerk on

01392 861228 or thorvertonpc@gmail.com