

## Minutes of the Thorverton Parish Council meeting held on Tuesday March 9th 2021, 7pm, by way of the on-line facility 'Zoom' (Coronavirus Act 2020)

Present: Cllrs S Crang, A Foster (Vice Chair), J Hodge, N Lane (Chair), A McKee, T Sanders, G Sims and D Waldron.  
In attendance: Mrs A Marshall (Clerk), C/Cllr Squires, D/Cllr Deed and 1 member of the public.

Standing Orders suspended.

### Public Open Session:

A member of the public asked the council to consider supporting a 'quiet lane' from Nomans Chapel to Shobrooke Park, a known cycle and recreation route. In order for a 'quiet lane' to be declared the route would need a 20mph speed limit adopted by DCC Highways and support for this was being requested from various parish councils. Currently there is no national cycle route to link Crediton and Tiverton and this plan could enable that. The plan would not restrict any other traffic from using the route. Cllr Sanders was in support of the idea and confirmed that the roads from Exeter to Crediton and Tiverton were very busy for cyclists. C/Cllr Squires reported that getting the 20mph speed limit would be very difficult due to the required criteria. It was confirmed that the route in question includes Rixenford Lane and that only about 150 meters of the route was in Thorverton parish. It was left with the member of the public to investigate further and to report back with an update in due course.

### External Reports:

i) **C/Cllr Squires** reported that Council taxes had been set and that the budget meeting had been held. She confirmed that she was happy to be part of the on-line site meeting with Steve Tucker (DCC Highways), which had been requested with regards to village highways matters.

ii) **D/Cllr Deed** reported that MDDC had confirmed its budget and that the Council Tax rate had been set with MDDC increasing Council Tax by 2.39% or £5 at band D. **MDDC 'call for sites' campaign** – D/Cllr Deed explained that this process allowed anyone to put forward land for possible future development but that it did not mean that the sites put forward would be accepted for development by MDDC. It was confirmed that this process is all part of the Local Plan review. Any sites accepted for future development would then need to follow the usual planning permission process and it would be at that stage that a parish council would get involved. On the **Silver Street footpath** matter, D/Cllr Deed said that MDDC was currently consulting with residents living along the planned footpath route and that more news would be available at the end of the month. He agreed to keep the parish council in the loop on this.

iii) **Police statistics** – two issues of anti-social behaviour had been reported in January.

Standing Orders resumed.

**20/172 Declarations of interest:** Cllr Waldron declared a personal interest in item 20/181 due to his partner being involved with the management of the defibrillators.

**20/173 Apologies accepted:** Cllr Fice, personal matters.

**20/174 Confirmation of Minutes:** It was RESOLVED to approve the draft meeting minutes of February 9<sup>th</sup> 2021.

**20/175 Outstanding Resolutions:** No updates reported (see Appendix A).

**20/176 Resignation and co-option:** The resignation of Cllr Wells was accepted and it was agreed by all present that she would be greatly missed. MDDC had been advised of the vacancy and the resulting public notice had been posted. The co-option policy and process (circulated) would commence at the end of the notice period if no election was called and, depending on timescales, a new Councillor would be co-opted at the April or May meeting. It was RESOLVED that a private ballot should take place during the co-option if relevant. Cllr Waldron was concerned that four Councillors had resigned during the past 14 months or so and suggested that this should be looked into. It was RESOLVED that Cllr Sanders would put an exit interview questionnaire together for council consideration next month with the aim of capturing exit reasons going forward.

### 20/177 Highways:

i) **The '20 is Plenty' project** - Cllr McKee had circulated the public feedback gained from the public consultation and it was confirmed that the majority of comments were in favour of the project. The next steps would be for the parish

council to agree to proceed with the matter, for the signs to be made and the locations agreed. Cllr McKee would engage with local businesses with regards to sponsorship to cover the cost of the signs (approximately £10 to £15 per sign). The sponsors name would appear on each sign. Cllr McKee was thanked for this work on this project to date. It was noted that DCC Highways required the signs to be green, not red, and that they could only be located on private land. It was RESOLVED that the council take the matter forward and that Cllr McKee would put together a list of sponsors, costs and locations for consideration at the May meeting.

**ii) School Lane junction safety mirror** – various emails had been received from DCC Highways but none had provided any specific information with regards to whether a mirror could, or could not, be installed. C/Cllr Squires had advised that DCC Highways would not agree to a mirror but no alternative had been suggested. Cllr McKee called for the white lines in School Lane and the white lines at the junction to Crediton, at the top of Bullen Street, to be repainted. He also advised that the verge issue near the Broadlands junction was getting worse. It was RESOLVED that Cllr Lane would arrange an on-line meeting with Steve Tucker, DCC Highways, as soon as possible and that would share photographs of the problem areas around the village at the meeting to help with understanding. C/Cllr Squires had volunteered to attend the meeting along with Cllr Waldron. Cllr Lane would circulate the meeting notes prior to further discussion at the April parish council meeting.

**iii) Buses turning at Broadlands** – it was agreed that this would be discussed at the on-line meeting (see above).

**iv) DCC Site Meeting** – see above.

Cllrs Deed and Squires left the meeting at this point. All present were reminded that ‘Purdah’ would apply for both Councillors from 27<sup>th</sup> March, due to the elections taking place on May 6<sup>th</sup> 2021, and that if Government legislation was not amended face to face meetings would have to resume from May 7<sup>th</sup> 2021.

#### **20/178 Planning Matters:**

**i)** 20/02083/HOUSE REFUSAL erection of a rear dormer and loft extension at Rydal Cottage, Thorverton.

**ii)** 20/01413/FULL APPROVAL erection of agricultural storage and 2 stables at Heathfield, Thorverton.

**iii)** 20/02014/FULL APPROVAL change of use from office to dwelling at Durneford Court, Thorverton.

**iv)** 20/02000/HOUSE APPROVAL erection of a 3 bay garage at Orchard House, Thorverton.

**v)** 20/02072/FULL APPROVAL erection of 2 dwellings/associated works at Lodge Farm, Brampford Speke.

**vi)** 20/02053/FULL APPROVAL installation of 4 antennas externally within the castellation of the tower on each elevation etc. at St Thomas of Canterbury Church, Thorverton.

**vii)** 21/00311/LBC for the erection of a rear porch at Raddon Gardens Cottage, Thorverton. It was RESOLVED to submit ‘no comment’ with regards to this application.

**viii)** 20/01989/HOUSE APPROVAL erection of single storey side extension linking garage to house, raising of garage roof, insertion of dormer, enlargement of porch and first floor extension above at Northfields, Thorverton.

**ix)** 20/01788/LBC APPROVED formation of first floor en-suite shower room at 2 Silver Street, Thorverton.

**20/179 Handyman:** It was RESOLVED to pay the requested salary of £198.25 gross. The monthly report, with additional notes, was reviewed along with the current duty list. It was RESOLVED that the remaining debris at the Barliabins site should be burnt with the Handyman and one Councillor in attendance. Cllrs Lane and Hodge volunteered and it was agreed that the Fire Brigade should be alerted to any bonfires by the relevant Cllr. A request for an electric chainsaw and a petrol hedge-trimmer would feature on the next agenda and, in the meantime, the Clerk would research any required qualifications for the chainsaw. Cllr Sims requested that the football club be asked to remove its assets from the mower shed, which was RESOLVED.

**20/180 Recreation Ground:** It was RESOLVED that the old mower should be sold to the highest bid received which was for £1,356. It was further RESOLVED that the delivery of the new mower should be brought forward by a week which the Clerk would arrange.

#### **20/181 Defibrillators and funds:**

Advice had been sought from Devon Association of Local Councils (DALC) following the unusual request for the defibrillators and funds to be transferred out of the parish council’s ownership into that of an independent third

party. It was confirmed that the request had come about following confirmation that the ‘ring-fenced’ defibrillator funds could, in exceptional circumstances, be used by the parish council for other purposes. As the majority of the funding had been sourced from public donations some felt that the funds should be better protected. Following discussion it was considered that transferring the ownership of the machines and funds to an independent third party would be acceptable as long as long term security could be evidenced. DALC had advised that the machines could be lawfully ‘gifted’ and that the funds could be lawfully ‘donated’ by the parish council to a charitable trust, or similar, if resolved. It was agreed that the parish council would need to be completely satisfied with the trust documentation, insurance cover and bank details prior to any transfer taking place and it was suggested that a minimum of four Trustees would be reasonable to ensure the longevity of the project. Cllr Foster proposed that the parish council should now wait to receive the independent third party charitable trust documentation, together with relevant insurance cover and a bank account statement, to enable the transfer of ownership of the machines and funds to go ahead without further delay. This was RESOLVED. It was further RESOLVED that the Clerk be given delegated authority to spend the defibrillator funds, as required, until further notice.

### 20/182 Finances:

**i) Bank balance** – the balance as at 1<sup>st</sup> March 2021 was noted as being £49,681.34

**ii) Banked receipts** – bank interest £0.28p and allotment rents £20.00 for February. £2,305 had been received in January, in addition to the receipts documented last month, with regards to defibrillator funds.

**iii) Payments** – it was RESOLVED that the payments listed below be made on-line:

A Marshall - salary	Salary - £529.86 gross, less tax due	£523.26 net
N Matthews – salary	Salary - £198.25 gross, less tax due	£163.25 net
Hayes Machinery	Balance due on the new mower	£6,569.10 (incl VAT)
A Marshall - expenses	Printer Ink £12.99	£12.99 (incl VAT)
Strutt & Parker	Half yearly allotment field rent	£90.00 (VAT n/a)
E Rogers	Refund of allotment rent overpayment	£10.00 (VAT na)
T&D Garden Machinery	Service of brushcutter/hand push mower/blower	£347.23 (incl VAT)
MDDC	Garage rental – monthly direct debit	£55.72 (incl VAT)
ICO	Annual Data Protection renewal fee – direct debit	£40.00 (VAT n/a)

### 20/183 Existing Projects:

**i) New Cemetery** – Cllr Waldron reported that the planning permission application was ready to be submitted to MDDC pending the outcome of a few queries raised by the architect. Following discussion it was RESOLVED that a three metre wide gateway off Dark Lane, and a smaller pedestrian gateway near to Dark Lane, should be taken forward. It was RESOLVED that the Clerk write to the Parochial Church Council to enquire as to the up to date position with regards space in the Churchyard and when it was expected to become full. Cllr Waldron called for the Archaeological Dig report to be finalised in order that the Heritage Lottery Fund project could be completed. It was confirmed that the audit remains outstanding with no date offered for completion and so it was RESOLVED that the Clerk write to the person involved to advise that the audit should be completed and in the hands of the parish council by April 2021 end. It was agreed that the membership of the working group, and the need for more volunteers, would be further considered at the May meeting.

**ii) Silver Street Footpath** – the project was currently on hold pending more news from MDDC with regards to the outcome of the consultation with the residents living along the proposed footpath site. Cllr McKee volunteered to take on leadership of the project following the resignation of Cllr Wells.

**iii) Local Footpath Leaflet** – Cllr Foster reported that the Focus magazine had granted £500 to cover the complete production cost of the leaflet. It was agreed that the parish council would continue to support Cllr Foster with this independent project.

**iv) Wild flower/bulb planting** – Cllr Lane had circulated a document suggesting places for bulbs and flowers to be planted around the village and suggested a ‘Thorverton in Bloom’ competition. It was RESOLVED to go with the floral

planting theme and to first seek feedback from the public by way of local social media. Cllr McKee volunteered to post the information on-line.

**v) Raddon Road stench** – Cllr Sanders had reported the matter to the Environment Agency and advised that there was nothing further for the parish council to do with regards to this matter.

**20/184 Correspondence:**

**i) Handling and circulation of correspondence** – it was RESOLVED to adopt the draft process as circulated.

**ii) Email regarding an increase in agricultural vehicles through the village** – noted.

**iii) Email regarding the ‘Thorverton’ sign and the new Cemetery boundaries** – noted.

**iv) Tray Mill footbridge repairs** – it was RESOLVED to submit a letter of support.

**v) MDDC Local Plan and the ‘Call for Sites’ campaign** – noted and covered earlier in the meeting by D/Cllr Deed.

**vi) Allotment 2** – it was RESOLVED to agree to the request for a new shed within allotment guidelines.

**vii) Annual report from Thorverton School** – the report, with regards to the use of the field, was noted. Cllr McKee volunteered to be the link between the School and the Council and would make contact with the new Head Teacher.

**viii) Email regarding a quiet road ‘20 is Plenty’ cycle path** – covered in the public open session.

**20/185 Review of village dog and litter bins:** It was RESOLVED to carry out a review and Cllr McKee volunteered to take this on and to report his findings to council at the June meeting. The Clerk would circulate the MDDC policy.

**20/186 Representative reports:**

**i) Thorverton Millennium Green Trust** – it was reported that the main bridge and some trees had been damaged.

**ii) Focus** – the AGM had taken place with John Slater confirmed as the new editor.

**20/187 Business at the Chairman’s discretion:**

**i) Footpath maintenance** - Cllr McKee enquired as to where footpath maintenance issues should be reported and advised of a gate in need of repair. Cllr Foster agreed to take this matter on and advised that any such matters could be reported to DCC through its website.

**ii) Barliabins and Section 106 funds** - Cllr Foster requested up to date information on this MDDC agreed S106 project which the Clerk would circulate.

**iii) Village ‘tidy up day’** – due to the continued Government restrictions on social distancing it was agreed to postpone setting a date for this event until later in the year.

**20/188 Annual Parish Meeting:** It was RESOLVED that the meeting should take place by way of Zoom on Wednesday 28<sup>th</sup> April 2021, at a time to be decided at the April meeting.

**20/189 Annual Council Meeting:** This meeting will form part of the usual monthly parish council meeting in May.

**20/190 Next monthly Parish Council meeting:** 7pm, via Zoom, on Tuesday 13<sup>th</sup> April 2021.

The meeting closed at 21.33

**Appendix A: Thorverton Parish Council – Outstanding Resolutions following the meeting of 9<sup>th</sup> March 2021:**

a) Mobile phone reception – awaiting results that the new antennas provide once installed at the Church.

b) Legal Services – enquiries on costs are ongoing and will be put to Council for consideration shortly.

c) Electric car charging point – awaiting instruction/agenda entry information from Cllrs Hodge and McKee.

d) New storage container – awaiting draft planning application and 3 quotes from Cllr Hodge.

e) Definitive Map Review – awaiting instruction/agenda entry information from Cllr Foster.

f) Purchase of the allotment field – awaiting feedback from the Church Commissioners.

g) SWW compensation – awaiting feedback from SWW regarding relocation of the equipment.

h) Court Barton Deed of Variation - awaiting confirmation of completion from MDDC.

i) Satisfaction Survey results 2020 – review of current processes pending in order to improve next year’s results.

**Chairman .....** **Date .....**