

Thorverton Parish Council

DRAFT Minutes of the Thorverton Parish Council meeting held at 6:30pm on Tuesday 22nd June 2021, at Thorverton Memorial Hall,

Present: Cllrs A Foster (Chairman), J Hodge, N Lane, A McKee, A Price, T Sanders.

In attendance: C/Cllr Squires, D/Cllr Deed and Mr A Wyer (Clerk).

21/34 Public Open Session: A suggestion was raised about the potential route of the Silver Street footpath which will be considered by the working group in due course.

Standing Orders suspended.

External Reports:

i) C/Cllr Squires reported that DCC had had to meet at Sandy Park as County Hall was unable to safely accommodate all of the Members. At the Annual Meeting Cllr Trail had been elected Chairman and Cllr Sellis the Vice-Chairman. The Devon Climate Change programme was making progress. Construction of the new railway station at Marsh Barton had begun.

ii) D/Cllr Deed reported that like DCC, MDDC were also unable to safely accommodate all Members in their usual venue so the next full Council meeting would be held at Lords Meadow Leisure Centre. Most committees were currently suspended but those that were meeting were taking advantage of Teams to hold hybrid (public attending virtually and Councillors meeting face to face). MDDC had recently been ranked in the top 10 nationally for Districts with the most eco-friendly households. The Council are in a partnership with Exeter City Council which will see the roll out of electric vehicles within the MDDC fleet.

iii) Police statistics – no new statistics were available.

Standing Orders resumed.

21/35 Declarations of interest relating to items on this agenda: None.

21/36 Apologies: None.

21/37 Confirmation of Minutes: It was RESOLVED to approve and sign the meeting minutes of 27th May 2021 as a correct record.

21/38 New Clerk: It was reported that the Staffing working group would confirm the exact job description and contract details over the next few months. The Clerk introduced himself and gave a brief summary of his experience and qualifications. He explained that he had a local phone number (01392 241240) for his work for Thorverton Parish Council and was usually available on that number during office hours.

21/39 Co-option of 2 new Parish Councillors: The Clerk reported that there had been no request for an election, so both vacancies could now be filled by co-option. There had been no applications for these positions.

21/40 Outstanding Resolutions: Cllr McKee reported that following a conversation with a qualified electric car charging point installer, he believes that there are two pricing models – one where the installer pays for the installation and then keeps the revenue from the charger and the other, where the Council would pay for the installation and then keep the revenue themselves. Further research and information would be needed before bringing any proposal to Council.

21/41 South West Water / Quarry Car Park: It was believed that the equipment had now been removed and that this no longer needed to be an Agenda item.

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21/42 Equipment Container: No update was available, so this item will be rolled over to the next meeting.

21/43 Court Barton Deed of Variation: The clause had now been added and was in place, so this matter was concluded. Councillors were concerned that the Broadlands development may experience the same issue. It was RESOLVED to contact MDDC with the following: "Bearing in mind the difficulties which we experienced as a Parish over the Court Barton S106 agreement, could we please have the details (affordable housing allocation) for the new "Broadlands" development. Council would also like to an explanation to how the properties will be allocated, in perpetuity, to people with local connections as we understand this is not the case at Court Barton."

21/44 Highways:

i) '20 is Plenty' project – Cllr McKee reported that the project was progressing well. Cllr McKee will supply the details of the sponsoring businesses so that the Clerk can invoice them accordingly.

ii) School Lane junction safety – Cllr Lane suggested that instead of waiting for a response from DCC Highways, the Council should take the initiative and propose the solution of a three way give way junction, - an option which can be seen nearby at Shute. It was RESOLVED to approach DCC Highways, confirming the wish to meet and asking them to consider Thorverton Parish Council's preferred solution, a Give Way junction on Bullen Street at the junction with School Lane.

iii) Raddon directional sign – Cllr McKee reported that there was a desire for the sign not to be modern in style, but more in keeping with the character of the Parish. Donations towards the cost had been offered and the Clerk will invoice, where appropriate. C/Cllr Squires volunteered to liaise with Steve Tucker (Neighbourhood Highway Officer) to confirm permission to erect the sign at the desired location.

21/45 Planning Matters:

i) 21/01049/CAT Remove 1 Goat Willow tree within Conservation Area at 16 Silver Street, Thorverton. It was RESOLVED to submit 'no comment' on this application.

ii) 21/00509/HOUSE – GRANTED Installation of a flue and meter box at 4 The Glebe, Thorverton. NOTED.

iii) 21/00510/LBC – GRANTED Installation of a flue and meter box at 4 The Glebe, Thorverton. NOTED.

iv) 21/01086/HOUSE Erection of side porch at Bluebell House, 18 Court Barton Close, Thorverton. It was RESOLVED to submit 'no comment' on this application.

v) 21/00752/FULL – GRANTED Erection of roof over yard at Yellowford Farm, Thorverton. NOTED.

21/46 Handyman: It was decided to agree the salary request as part of the Payments List under the Finance item on the agenda. The most recent Handyman advert was considered and with minor adjustments it was RESOLVED to publish the advert with a 2-week deadline for applications. The Staffing working group and the Clerk (as Line Manager) would make up the interview panel. It was also RESOLVED that the monthly jobs list would be managed by the Clerk with Councillors reporting any jobs or queries to the Clerk.

21/47 Village dog/litter bin review: Cllr. McKee had identified three locations where an additional dog/litter bin could be located. The Clerk will contact MDDC to confirm prices.

21/48 Recreation Ground: There was no update as Cllr Sims was not present, but the Council considered the issue of drones being used on the Recreation Ground. It was RESOLVED to prohibit the use of Drones on the Recreation Ground. It was noted that the signage would need to be updated.

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21/49 Finance:

i) **Bank balance** – the bank balance as at 1st June 2021 of £ 56,642.52 was NOTED.

ii) **Banked receipts for May** – were noted as being £0.28p bank interest.

iii) **Payments** – it was RESOLVED to make the following on-line payments:

A Marshall - salary	£669.94 gross, less tax due	£642.09 net
N Matthews – salary	£175.50 gross, less tax due	£143.70 net
N Matthews – expenses	Equipment	£197.47 (incl VAT)
G Sims	Reimbursement for barrier repairs	£79.28 (incl VAT)
MDDC	Garage rental – monthly direct debit	£55.72 (incl VAT)

C/Cllr Squires and D/Cllr Deed left at 8pm.

21/50 Working Groups: It was RESOLVED to bring this agenda item forward and to consider it at this time.

After discussions on each, the working group changes, and membership were agreed:

- a) New Cemetery – Cllr Hodge (lead Cllr) with Nick Bright, Sam Fice and Michael Ayres.
- b) Section 106 funding – to amalgamate this work into appropriate projects.
- c) Grant Giving – Cllr Sanders (lead Cllr) with Cllr Lane.
- d) Staffing – Cllr Foster (lead Cllr) with Cllr Lane and the Clerk.
- e) Planning – Cllr Crang (lead Cllr) with Cllr Foster.
- f) Silver Street Footpath project including S106 – Cllr McKee (lead Cllr) with Cllr Price and Cllr Sanders.
- g) Recreation Ground project(s) including S106 – Cllr. Sims (lead Cllr) with Cllr Price. Cllr Foster will approach Paul Webb to see if he would join the group and David Waldron to see if he wishes to continue his involvement.
- h) Village Leats – not a working group but a Liaison role.

It was further RESOLVED to set up a working group to co-ordinate any Queen’s Platinum Jubilee events. Local businesses, groups and the British Royal Legion could be invited to be involved. Cllr Foster (lead Cllr) and Cllr Price will start work initially.

Cllrs with liaison roles were confirmed as:

- Cllr Crang - Leats
- Cllr Hodge – Speedwatch
- Cllr McKee – School
- Vacancy – Memorial Hall
- Cllr Lane – FOCUS
- Cllr Lane – Allotments
- Cllr Foster – Footpaths

The Clerk was asked to add this information to the website.

21/51 Existing Projects:

i) **New Cemetery** – Planning permission for the new cemetery is due anytime. Clerk to chase and report to D/Cllr Deed if necessary. The land purchase would follow in due course.

ii) **Wild flower/bulb planting/Thorverton in Bloom competition** – Cllr Lane reported that judging would take place around the end of June.

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21/52 Correspondence:

- i) Jubilee Green gardening – resident has offered to continue tending the site until year end. NOTED.
- ii) Southwest Coast 2 Coast Challenge 24/25th July 2021. NOTED.

21/53 Councillor Exit Survey: It was RESOLVED to send these to the Clerk who would identify any issues or areas for improvement and then report these findings back to Council without reference to their individual source.

21/54 Quarry Car Park: An enquiry had been made about parking a motorhome in the car park. It was RESOLVED to reply that the decision banning Caravans applied to Motorhomes too.

21/55 Representative reports:

i) **Lee Cross byway** – Cllr Foster had distributed emailed correspondence ahead of the meeting and it was NOTED.

21/56 Business at the Chairman's discretion:

- i) Cllr Crang asked if Councillors would be interested in a site visit to the Leat water source if it could be arranged.
- ii) Cllr Price raised a query about the extent of the Handyman role.
- iii) Cllr Foster suggested that the next Village Tidy-Up Day could be held in September.

21/57 Date of Next Meeting: If the Hall is available, the next meeting will be held on Tuesday 20th July.

The meeting closed at 20.41