**MINUTES of the THORVERTON PARISH COUNCIL MEETING held on Tuesday 13th December 2016, 7.30pm, 98**

**at the Thorverton Memorial Hall**

**Present: Cllrs Crang, Bright, Reygate, Spivey, Lane, Turner, Hodge and Sims.**

**In attendance: the Clerk.**

Standing Orders suspended.

**Public open session:** Four members of the public were present. The first member of the public updated the PC (Parish Council) regarding plans to change Hulk Lane to a bridle path and reported, as the landowner, that work on drainage was expected to start in the spring. It was noted that this Community project will favour Thorverton and Brampford Speke and will enable the linking up of access points around the surrounding area. The second member of the public enlightened the PC on the steps involved in making the changes to Hulk Lane and said that, at some time in the future, the PC may be approached for support in helping to raise awareness of the project in order to help secure community funding. It was noted that the ‘Road Closed’ signs at either end of Hulk Lane are to be tidied up by DCC Highways. The third and fourth members of the public spoke about materials being deposited in fields, and hedges being removed, along School Lane and both voiced their concerns in this regard. It was reported that MDDC are currently investigating the matter.

**Reports from**

1. D/Cllr Deed e-mailed to report that MDDC’s Local Plan has been passed by Council and will now go to Public Consultation in January 2017.
2. C/Cllr Squires – see Highways below.
3. PCSO Goodier sent a report advising that **a**) he had located more 'no parking on the pavement' leaflets and would deliver these shortly **b)** there had been two driving disqualifications in the village which the Police are taking forward. The Police are asking everyone to consider the implications of driving without a licence, tax or insurance, in that they are putting themselves and other people at risk **c)** he requested that the PC consider CCTV for the Quarry Car Park to deter crime **d)** the owner of the red car in the Quarry Car Park had arranged to have it removed next week **e)** 'Smartwater' is an invisible marker for use on personal property which the Police are currently promoting and PCSO Goodier offered to talk to the PC about this at a future meeting **f)** residents were reminded to keep sheds and outbuildings locked at all times to discourage thefts.

Cllr Hodge confirmed that the Post Office will be putting in CCTV shortly and, after discussion, it was agreed that this matter should be put on the next agenda for discussion. Cllr Bright suggested that the PCSO visit the monthly Saturday Market and Cllr Hodge agreed to take forward. It was noted that PCSO Anna Roberts would be returning to duty, part time, on January 3rd 2017.

Standing Orders resumed.

**16/258 Apologies** for absence were received from Cllr Lawson - family illness, Cllr Waldron - illness, D/Cllr Deed and C/Cllr Squires - another meeting, PCSO Goodier – non working day.

**16/259 Declarations** of Interest: Cllr Bright on the proposed new Cemetery due to being a member of the PCC. Cllr Hodge on planning application 16/01828/CAT due to undertaking work at the property.

**16/260 Confirmation of Minutes** of the meeting of Tuesday 15th November 2016 (circulated): It was proposed by Cllr Bright, seconded by Cllr Turner and RESOLVED, that the minutes be signed as a correct record.

**16/261 Planning Committee:** The PC discussed the setting up of a Planning Committee, with delegated authority regarding planning comments, to be used when planning comments fall due in-between full PC meetings. After discussion Cllr Turner proposed that a Committee should not be set up at this time and this was seconded by Cllr Bright and RESOLVED.

 **99**

**16/261.1 Planning Applications** received to the date of the meeting –

1. 16/01828/CAT notification of intention to fell 1 Beech and 1 Pear tree and reduce 1 Oak tree by 2.5 - 3m within the Conservation Area at Thorverton House, 7 Silver Street, Thorverton. Cllr Hodge declared an interest, as did Cllr Sims due to a relative being a neighbour, and neither discussed or voted on this matter. After discussion Cllr Turner proposed that this application be supported which was seconded by Cllr Spivey and RESOLVED.

**16/261.2 Planning decisions** received to the date of the meeting:

* 16/00661/FULL Erection of replacement storage unit & office Dinneford Street, Thorverton. Granted.
* 16/01420/HOUSE Retention of conservatory at 16 Broadlands, Thorverton. Granted.
* 16/01456/FULL Erection of an agricultural storage building at Lee Cross Farm, Thorverton. Granted.
* 16/01449/FULL Formation of vehicular field access, Court Barton, Thorverton. Granted.
* 16/00878/FULL Variation of condition 2 of planning permission 14/00537/MFUL – changes to Plots 13 & 14 -land at Silver Street, Thorverton. Granted.
* 16/01497/FULL Erection of a multi-purpose agricultural storage building Twinoaks Farm, Bickleigh. Granted.
* 16/01075/FULL Erection of a dwelling rear of The Old Bakery, Jericho St, Thorverton. Refused. CLERK to get a copy of the refusal details for future PC reference.

**16/262 Budget review and Precept demand: This item was postponed until the January meeting.**

**16/263 Village Handyman/Road Warden:** following a review of the Handyman’s monthly report (circulated) it was proposed by Cllr Bright, seconded by Cllr Lane and RESOLVED, that **a)** payment of expenses and hours worked be made and **b)** duties for next month include those still outstanding from last month plus the clearing of the road gully off the highway near Broadlands and the clearing of the drain near The Old Pound going up towards Cleaves Close.

Cllr Spivey asked for the dam near Ashley Farm to be cleared but it was agreed to postpone this. The Employment working party would complete the Handyman’s 3 month employment review prior to the next meeting. The Clerk confirmed that the revised TAP funding application for Handyman equipment would be presented to Council for consideration in January. It was noted that a set of Christmas tree lights had been kindly donated by a past resident.

Cllr Crang reported that a lockable salt bin could be purchased (size 4 x 3 x 3 foot) for approximately £144, plus vat and carriage, from Balmoral and he proposed that one be ordered. This was seconded by Cllr Hodge and RESOLVED. The salt bin would be kept in the Quarry Car Park as a central point in the village. DCC Highways had advised it did not have any salt bins for sale. Cllr Sims suggested a further salt bin be purchased for School Lane but it was agreed to postpone this. Cllr Crang confirmed he had given two bags of salt to the School.

**16/264 Grant Funding Applications:** Cllr Reygate reported to Council on behalf of the working party who had met to discuss the applications received from **a)** Citizens Advice and **b)** Ring and Ride. The working party recommended that each be granted the requested sum of £200. He also suggested that each organisation be asked to raise its profile in the parish – perhaps at the Saturday Market and Doctors Surgery – by way of leaflets or personal representation. After discussion Cllr Reygate proposed that these payments be made which was seconded by Cllr Bright and RESOLVED. Cllr Reygate asked for the annual grant funding budget to be clarified and for the difference between a grant and donation to be confirmed. It was agreed that the latter are one and the same and that the budget would be discussed at the January meeting. Clerk to note the grants agreed in FOCUS.

**16/265 Recreation Ground**: Cllr Sims reported that the tire had been removed from the Rec. It was noted that the invoice of £60 for the tree work had not yet been received. Cllr Spivey confirmed that he would discuss the wildlife garden signage further with the gardener and it was agreed that the Clerk would support with this. Cllr Sims

 **100**

reminded the PC of the funding from the Jubilee Committee to purchase a new tree for the Rec. After discussion Cllr Spivey proposed that a Sweet Chestnut tree be purchased and planted which was seconded by Cllr Turner and RESOLVED. Cllr Sims agreed to acquire and plant the tree. He also advised that he had caught two moles at the Rec recently saving on professional mole catcher fees.

**16/266 Financial matters:**  tax/vat:

* Payment to the Clerk – November salary net of 20% tax £256.12 net
* Payment to HMRC of tax – Clerks salary £ 59.52
* Payment to C Marshall for Handyman duties (Nov 16 – Dec 6) net of 20% tax £100.00 net
* Payment to HMRC of tax – Handyman salary £ 25.00
* Payment of Handyman expenses for materials (tree lights, bulbs, compost, jacket) £ 69.44 incl.

It was proposed by Cllr Bright, seconded by Cllr Turner and RESOLVED, that the above payments be made.

* Payment to DALC for New Councillor Training (Cllr Reygate) £ 30.00 incl.

It was proposed by Cllr Hodge, seconded by Cllr Turner and RESOLVED, that this payment be made.

* Payment to Citizens Advice – Grant Funding £200.00
* Payment to Ring and Ride – Grant Funding £200.00

It was proposed by Cllr Reygate, seconded by Cllr Bright and RESOLVED that these payments be made (see 16/264).

To note the total bank balance as at 01/12/2016 of £44,663.79 with £30,000 earmarked for the new Cemetery, £1,515 for Defibrillator maintenance and £5,000 for general reserves.

**16/267 Parish Plan (2008) revisited:** Cllr Lane circulated a summary of the 25 questionnaires completed and returned by residents from the 350 sent out. Suggestions for PC consideration included 20mph limits in the village, an extended bus service, more car parking, village clean-up days, an extended pavement towards the cricket field and a permanent site for the Post Office. As several suggestions involved speed limits the Clerk was asked to liaise with Nigel Flowers, of DCC Highways, about 20mph speed limits in general, for guidance on flashing signs, and to invite him to speak at a future PC meeting. Cllr Lane was thanked for his work on this project. The Clerk would post feedback in FOCUS and it was agreed that specific items would be taken forward at future meetings.

**16/268 New Cemetery**: Cllr Crang reported that the PCC had suggested a meeting in the New Year when the new Rector would have more time. He suggested that the required archaeological survey could be arranged in the meantime but after discussion it was agreed to wait until after the meeting with the PCC prior to any funds being spent. It was noted that the tenant Farmer and Church Commissioners had been informed of the potential survey and that both had agreed to this going ahead.

**16/269 Allotments:** it was proposed by Cllr Hodge, seconded by Cllr Bright and RESOLVED, that the amended Allotment rules and regulations document, as circulated, be adopted and issued to all Allotment holders. Cllr Hodge was thanked for completing this project. The Clerk reported that all Allotments were currently let and that renewal letters for 2017 were to be delivered to all tenants this week to include the request for the £10 annual rent.

**16/270 Communications:**

1. To consider a request from Newton St Cyres PC regarding the hiring of the Handyman (circulated). After discussion it was proposed by Cllr Bright, seconded by Cllr Turner and RESOLVED, that this be agreed as NSC

PC had given support for the pending TAP funding application to purchase Handyman equipment. The terms agreed were to charge an hourly rate of £17.50 for Handyman time, to include the use of tools and for tool fuel, but to exclude mileage at 45p per mile which would be charged separately. No travel time would be charged. The Clerk was asked to advise NSC PC of this decision.

1. E-mail from a resident regarding hedge removal and earth moving in School Lane, near Yellowford Farm, as referred to in the Open Public Session earlier in this meeting. Cllr Crang read out an e-mail from MDDC,

 **101**

which had been copied to the resident, regarding their investigations into this matter. Cllr Spivey proposed that the Clerk contact MDDC Planning with a request to be kept informed as to their investigations and this was seconded by Cllr Bright and RESOLVED.

1. Noted: Free Car Parking on Saturdays in Mid Devon
2. Noted: Free iPad training from MDDC for Councillors and Clerks (Feb ’17)
3. Noted: Local Plan Review approved for public consultation

**16/271 Highways -**

* Hulk Lane – to note the update as received in the Open Public Session earlier in this meeting which the PC agreed was encouraging. To note that the agreed letters of support were no longer required.
* School Lane – It was agreed that the Handyman would phone Cllr Crang to discuss the verge outside the School. There was no update on the zig zag lines.
* 30mph signage – C/Cllr Squires had reported to the Clerk that the PC’s request for a Traffic Order, to enable the movement of the existing 30mph signs around the village, was being processed and, it was hoped, at no cost saving the PC around £3,000. Confirmation pending.
* Wall in Dark Lane – Cllr Crang reported that the wall had been inspected by Andy Self, of DCC, who had stated that the wall is safe for now but would need attention in the short term. Ownership of the wall, and who would be liable to pay for the repairs, had not yet been agreed. Cllr Bright proposed that he meet with Steve Tucker, of DCC Highways, to discuss the matter further which was seconded by Cllr Lane and RESOLVED. The Clerk confirmed that wall repairs were not covered by the PC’s insurance.

Andy Self had also confirmed that the bowed wall at Court Barton was not dangerous, currently, and that the owners were taking the necessary action to re-build it.

**16/272 Tough Choices meeting (5.12.2016): This item was postponed until the January meeting.**

**16/273 New PC Noticeboard in School Lane:** the Clerk presented 3 quotes for Council consideration for a new ‘like for like’ notice board for School Lane as the old one does not now lock and lets in water. After discussion it was proposed by Cllr Hodge, seconded by Cllr Turner and RESOLVED, that the quote from Mat Askham for a bespoke oak notice board, inclusive of engraving, locks, and installation be accepted at a cost of £1,100.

**16/274 Vodafone Signal: This item was postponed until the January meeting.**

**16/275 Thanking Volunteers:** It was proposed by Cllr Turner, seconded by Cllr Bright and RESOLVED, that the Clerk send Christmas cards to the PC volunteers to thank them for their support during the year.

**16/276 Representative reports: This item was postponed until the next meeting.**

**16/277 Monthly Market: Cllr Bright’s feedback on the December market was postponed until the January.**

Cllr Lawson had agreed, prior to this meeting, to represent the PC at the January market.

**16/278 Business at the Chairman’s discretion: This item was postponed until the January meeting.**

**16/279 The next Parish Council Meeting** will take place on **Tuesday January 10th 2017** at 7.30pm in the Memorial Hall, Thorverton. All are welcome to attend.

The meeting closed at 9.40pm.

**A copy of these minutes are available in large print from the Clerk on tel. 01392 861228 or thorvertonpc@gmail.com**