

Present: Cllrs Crang, Spivey, Sims, Turner, Waldron, Lane and Bright

In attendance: the Clerk, C/Cllr Squires, D/Cllr Deed and 4 members of the public

Standing Orders suspended.

Open Session: One member of the public (JG) wished to speak in connection with the Grant Application received regarding the proposed Hulk Lane bridleway. She explained that the funding was to help to keep the right of way along Hulk Lane open in perpetuity and that without this support the road could be closed. It was confirmed that the ongoing maintenance of the width of the highway and bridleway would be paid for by Devon County Council (DCC), who would be the owners, and that only part of the highway would be surfaced. The PC received the following answers to its questions: 1) the situation regarding reclaiming of VAT on this project was not known but would be investigated. It was noted that the PC could reclaim VAT which could be of help. It was confirmed that the total project cost is estimated to be £24000 including VAT, that a bank account had now been opened for receipt of project funds, and that the timeline for securing all funding was 6 weeks from now 2) that £16,000 had been requested from DCC grant funding with the additional funding needing to come from matched funding 3) Brampford Speke Parish Council had made a contribution of £250 towards the project as further funding required sanction by the District Council 4) a bridleway, and not a footpath, was being sought as this would allow room for bikes and horses and so would be more family friendly than a footpath but the costings would be the same 5) it was not known how many people use the footpath currently 6) it was confirmed that a tender process would take place for the work needing to be completed.

Reports:

- i) C/Cllr Squires reported that at a recent DCC budget meeting the release of more funding had been agreed for local social care, children, and highways but that these funds would be taken from reserves. It was also reported that a public meeting was being arranged regarding the closure of Thorverton Bridge for repairs.
- ii) D/Cllr Deed had nothing to report.
- iii) PCSO Roberts had e-mailed her report, read out by the Chair, which recorded no crimes in the parish in January but 7 calls to police involving domestics, a suspicious vehicle, and a hoax call. PCSO Roberts had attended the February Saturday Market to promote the village Speed Watch. She had also delivered the requested no-parking on the pavement leaflets for delivery to residents in Silver Street and Jericho Street.

Standing Orders resumed.

16/302 Apologies for absence were received and accepted from Cllr Reygate (holiday), Cllr Lawson (business), Cllr Hodge (prior engagement)

16/303 Declaration of Interest was received from Cllr Bright regarding PCC business due to his PCC membership

16/304 Dispensation requests – none

16/305 Confirmation of Minutes of the meeting of Tuesday 10th January 2017. Cllr Lane had reviewed the Standing Orders and suggested that it was not necessary to record the names of Cllrs who had proposed and seconded motions. The Clerk was asked to refer to proper practices, and the PC's Standing Orders, in order to advise Council of the correct way forward. It was proposed by Cllr Spivey, seconded by Cllr Turner and RESOLVED, that the minutes be signed as a correct record of the meeting.

It was agreed that Highways matters, as listed on the agenda, would be brought forward at this stage due to C/Cllr Squires needing to leave to attend a second meeting.

16/306 Highways -

- 1) Hulk Lane – the update from the public session was noted as was the fact that DCC Highways would be jetting the drains tomorrow. The Chair lead a discussion regarding the granting of funds towards the bridleway project and invited each Cllr present to give his individual view on the matter. Following full

discussion it was agreed that the Grant Funding Application from Thorverton and Brampford Speke Community Project – a request for up to £4,000 towards repairs to Hulk Lane – be brought forward to this point. Cllr Waldron reported on behalf of the working party in that it would recommend supporting the project with perhaps £500 to enable it to attract serious levels of funding from suitable organisations. It also invited discussion from the PC on the answers supplied to its further questions on the matter. After discussion, and confirmation that at the January meeting it was agreed that the £2,000 grant funding limit could be set aside for this one off application, Cllr Lane proposed that the PC support this project up to the £4000 requested. This was seconded by Cllr Spivey and RESOLVED.

- 2) School Lane – Cllr Lane had met with the School regarding the road verge being taken back to provide car parking space and reported that whilst the School was in favour of this being done it wanted further time to reflect on the matter. Cllr Lane stated that it would be sensible to do the work prior to any road resurfacing taking place. C/Cllr Squires had confirmed that this was on the list to be done this year which would remove the current zig zag lines as had been previously requested by the PC and agreed by Highways. Members of the PC were invited to attend a village site meeting with C/Cllr Squires and Steve Tucker, Highways, next Tuesday in order to discuss this matter further. Cllrs Bright, Crang and Lane volunteered to attend. It was confirmed to Council that the new zig zag lines would be placed near to the junction of Bullen Street and the Clerk was asked to circulate the relevant information held on this matter.

Cllr Crang had obtained estimated costs for the verge work, as previously reported, and Cllr Waldron proposed that the verge work be carried out, subject to the Schools agreement, which was seconded by Cllr Spivey and RESOLVED.

Nothing further had been heard from MDDC Planning regarding removal of hedges at Yellowford.

- 3) 30mph signage – C/Cllr Squires advised that the PC's request to have a Traffic Order, to move the existing 30mph signs in the village, placed under the cover of the DCC's annual Traffic Order may not now materialise due to the complexities of the matter including the need for accident history. This was to be discussed at next Tuesday's village site meeting.
- 4) Wall in Dark Lane – Cllr Bright reported that Steve Tucker, Highways, had looked at the wall and had confirmed it to be the property of the Parish Council. A process is now being followed to ascertain whether the wall is stable or not and if not the road may need to be closed until any required repairs had been completed. As confirmed owners of the wall the PC would need to pay for the repairs and so Cllr Waldron proposed that the PC gain an Engineers Report to ascertain the state of the wall. This was seconded by Cllr Bright and RESOLVED. The Clerk was asked to liaise with Cllr Lawson regarding the hiring of an Engineer.

C/Cllr Squires left the meeting at this stage.

16/307 Communications – It was agreed that 'Communications' be brought forward at this stage, due to the interest of 2 members of public present, and that an undocumented item concerning Jericho Street (received after issue of the agenda) be discussed first

- i) A phone call and e-mail had been received from 2 different residents regarding a HGV getting stuck in Jericho Street last week causing damage to properties. Standing Orders suspended at this point to allow a member of the public to explain the problems. Photographs of the damage and HGV were circulated for review. Standing Orders resumed. It was agreed that this matter should be discussed at next Tuesdays village site meeting with Steve Tucker, Highways, with a view to putting a 'not suitable for HGVs' sign on the Jubilee Green or similar
- ii) Devon Countryside Access Forum – vacancies. Noted
- iii) Thorverton Bridge – essential repair works. Noted
- iv) East & Mid Devon Community Safety Partnership - annual conference Wed 5 April 2017. Cllr Bright and the Clerk volunteered to attend this free event. Clerk to book 2 places
- v) GA Sully & Sons Ltd – Blue Lias paving and Kerbs. The Clerk was asked to enquire as to where the paving and kerbs could be obtained in future in case of need as not needed currently

- vi) M Askham – request for a deposit of £350 for the new PC notice board. Cllr Turner proposed the deposit be paid which was seconded by Cllr Waldron and RESOLVED
- vii) Silvertown Parish Council – request for a TAP funding letter of support regarding a 30mph sign. Cllr Waldron proposed that a letter of support be sent which was seconded by Cllr Bright and RESOLVED
- viii) Thank you letter from Ring and Ride for a recent TPC grant. Noted. The Clerk confirmed that she had extended a written invite to attend the Saturday Market and Doctors Surgery to raise awareness.
- ix) Thank you letter from Citizens Advice for a recent TPC donation. Noted. The Clerk confirmed she had extended a written invite to attend the Saturday Market and Doctors Surgery to raise awareness.

16/308 Planning Applications – received to the date of the meeting:

- a) 17/00079/DPO discharge of Planning Obligation – Poole Farm, Thorverton (93/00102/FUL) – noted by the PC with no response to be made
- b) 17/00182/CAT notice of intention to reduce limbs of 1 Oak tree by 2m and fell 2 Acacia trees both within a Conservation Area at 7 Silver Street, Thorverton. It was proposed by Cllr Turner, seconded by Cllr Bright and RESOLVED, that a comment of ‘no comment’ be submitted

Planning decisions – received to the date of the meeting:

16/01956/HRN Hedgerow Removal Notice for the relocation of 52m of hedgerow at land South of Willhaven, Thorverton. Permission granted

16/309 Village Handyman/Road Warden – After a review of the Handyman’s monthly report Cllr Bright proposed that the hours worked be paid which was seconded by Cllr Turner and RESOLVED. No additional duties were allocated. Cllr Crang reported that the 3 month employment review had taken place and proposed that a letter be sent to C Marshall confirming his permanent employment. The next review falls due in September. This was seconded by Cllr Bright and RESOLVED. The purchase of equipment was postponed until next month when the TAP funding result should be known. A storage container to house Handyman tools and equipment at the Rec was discussed and Cllr Crang proposed that the matter needed to be looked into further and so should be postponed until the next meeting. This was seconded by Cllr Spivey and RESOLVED.

16/310 Society of Local Council Clerks – Following the Clerks recommendation to subscribe to this organisation it was proposed by Cllr Bright that the £86 annual subscription fee be agreed. This was seconded by Cllr Spivey and RESOLVED.

16/311 Allotments – The Clerk reported that one allotment was currently vacant which would be advertised. Plot 20 had been given up and the tenant had requested the return of the £25 deposit. After reviewing a photo of the plot in its current state Cllr Turner proposed that the deposit should not be refunded and should be used instead to rotavate the allotment to improve its state. This was seconded by Cllr Spivey and unanimously RESOLVED. The Clerk was asked to organise £25 worth of rotavation work on the plot and to keep photographs of each plot as it becomes vacant for PC records. The new allotment rules and regulations are to be distributed to tenants this month.

16/312 Grant Funding Applications – It was reported that two Grant Funding Applications had been received for PC consideration

- a) **Thorverton and Brampford Speke Community Project** – a request for up to £4,000 towards repairs to Hulk Lane – see 16/306 1 above for the decision on this application
- b) **Grant Funding Application - Thorverton PTFA** – a request for up to £2,000 for school laptops - Cllr Waldron reported to Council on behalf of the working party and proposed that a sum of £750 be granted to pay for 3 laptops. After discussion this proposal was seconded by Cllr Spivey and RESOLVED. Cllr Lane asked for the vote to be recorded and voted against the proposal, Cllr Crang abstained from voting, Cllrs Waldron, Spivey, Bright, Sims and Turner voted in favour.

Feb 2017	Clerk - salary (net of tax)		£256.12
Feb 2017	Clerk – HMRC		£ 59.52
Feb 2017	Clerk – expenses	Re-imbusement of: annual McAfee laptop security £45.00, Leaffield salt bin £173.34 (inc.VAT), printer ink £34.00	£252.34
Feb 2017	Handyman - salary (net)		£ 75.00
Feb 2017	Handyman - HMRC		£ 25.00

It was proposed by Cllr Waldron, seconded by Cllr Turner and RESOLVED, that the Clerks salary and HMRC payments be made. It was proposed by Cllr Turner, seconded by Cllr Waldron and RESOLVED, that the Clerks expenses be paid. It was proposed by Cllr Spivey, seconded by Cllr Turner and RESOLVED, that the Handyman’s salary and HMRC payments be made.

- It was noted that as at 01/02/2017 the bank balance was £43,191.23 with £30,000. ring-fenced for the new Cemetery and £1,515. ring-fenced for defibrillator maintenance
- It was noted that the Clerk is currently arranging for Cllrs Waldron and Lane to be added to the bank signatories

16/314 Parish Priorities (Parish Plan 2008 revisited) – Cllr Lane reminded Council of the topics left for review and Cllr Crang suggested that the pavement from Silver Street to the Cricket Club be put on the next agenda for consideration. This would also be added to the list for discussion at next Tuesday’s village site meeting.

16/315 Thorverton Post Office – after realising he had a Disclosable Pecuniary Interest in this matter, due to his wife’s employment, Cllr Lane declared an interest. An informative update regarding the Post Office was summarised and read out by the Chairman. It was noted that CCTV had been installed inside the Post Office and it had been confirmed that Data Protection rules and regulations had been adhered to. Cllr Waldron suggested that as there did not appear to be any kind of written agreement in place for the Post Office to be in the Quarry Car Park the PC should consider a secure lease at a peppercorn rent. Cllr Crang proposed that the Clerk write to thank the Post Office for the update and to ask for sight of any agreement already held prior to further consideration next month. This was seconded by Cllr Bright and RESOLVED.

16/316 Development –

New Cemetery – several Councillors had taken up the invitation to attend the January PCC meeting to receive the views of the new Rector and PCC regarding the existing Churchyard and pending new Cemetery. It was confirmed that the existing Churchyard will be closed when full and that the PCC did not wish to take part in extending the existing Churchyard or developing a new Cemetery. After discussion Cllr Crang proposed that Lesley Smith, DALC, be invited to a future PC meeting to inform Council on what can and cannot legally be done with the current ‘ring-fenced’ new Cemetery funds of £30,000. This would enable the PC to make an informed decision as to whether it becomes a burial authority and continues with the new Cemetery project or not. Cllr Turner seconded this subject to the PC providing written questions to Lesley Smith prior to her visit and this was RESOLVED. D/Cllr Deed left the meeting at this stage.

16/317 Representative reports –

TMGT – no update. Focus – no update. Memorial Hall – no update. Raddon Group – Cllr Spivey reported that the next meeting would take place tomorrow and called for suggestions. School – no update other than already stated.

16/318 Monthly Market – Cllr Lawson’s written report on the January meeting was read out and the following comments from residents were noted: 20mph signs around the village, stop large vehicles using School Lane for safety reasons, move 30mph signs along Lynch Road further out of the village, more bungalows needed for the elderly, footpath along Silver Street to be extended to the Cricket Pitch, access to the new Broadlands housing estate to be via the existing Broadlands estate and not off Berrysbridge Road. Cllr Hodge’s written report on the February meeting was read out and the following comments were noted: 20mph signs around the village, a means to stop parking opposite the old butchers shop in Jericho Street due to recent accidents, 3 residents had been referred to PCSO Anna Roberts regarding Speed Watch. The Clerk volunteered to attend the March Market on behalf of the PC.

16/319 Internal Auditor – It was proposed by Cllr Bright, seconded by Cllr Waldron and RESOLVED, that Mrs C Channing be agreed as the Internal Auditor again this year as she had offered her service at no cost to the PC.

16/320 Business at the Chairman’s discretion –

- a) Cllr Crang reported that TADS had borrowed the PC laptop for its pending production
- b) Cllr Sims reported that had purchased the agreed tree for the Rec but that it had cost more than expected and so requested that a re-imburement be considered. It was agreed to put this on the next agenda.
- c) Cllr Lane reported on the free MDDC iPad training recently attended by some Cllrs and suggested that if the Memorial Hall had Wi-Fi it would be of benefit to the PC, all users of the Hall, and for future IT training sessions for residents. He volunteered to liaise with the Hall regarding costings and to feedback to Council.

16/321 The next **Parish Council Meeting** will take place on **Tuesday March 14th 2017** at 7.30pm in the Memorial Hall, Thorverton. All are welcome to attend.

The meeting closed at 9.50pm