

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

In attendance: the Clerk and D/Cllr Deed

17/01 Election of a Chairman – Cllr Crang proposed that Cllr Bright be put forward for the role of Chairman which was seconded by Cllr Spivey and RESOLVED. Cllr Bright duly signed the Declaration of Acceptance of Office and took the Chair.

17/02 Election of a Vice Chairman – it was agreed that should more than one candidate be proposed for this position a ballot would take place. Cllr Spivey proposed Cllr Wadron and Cllr Hodge proposed Cllr Crang. The ballot resulted in 5 votes each and so Cllr Bright, as Chairman, cast an additional vote which resulted in Cllr Crang being proposed for the role. This was seconded by Cllr Hodge and RESOLVED. The Declaration of Acceptance of Office was duly signed by Cllr Crang.

17/03 Election of Representatives:

a) Focus – Cllr Turner agreed to continue in this role **b) School** – Cllr Lane agreed to continue in this role **c) TMGT and d) Raddon Group** – Cllr Spivey agreed to continue in these roles **e) Memorial Hall** – Cllr Hodge agreed to continue in this role. It was proposed by Cllr Turner and seconded by Cllr Lawson that this be RESOLVED.

Standing Orders suspended

Open Session: D/Cllr Deed commented that the footpath 11 had been ploughed over again and asked the PC to take action. Cllr Spivey reported that he had met with the owner of the field today regarding the footpath, and the replacing of a style, and had requested that the footpath route be identified for public use. The owner agreed to do this by spraying it. The DCC Footpath Officer had been advised of this matter.

D/Cllr Deed also commented on the recent Thorverton Annual Parish Meeting and, in particular, discussions on the proposed new Cemetery and asked that the PC consult the public further, when costings had been sourced, prior to making any final decisions as he did not personally feel that there was any evidence as to whether further burial space was necessary in the parish.

17/04 Reports:

i) D/Cllr Deed reported that due to the May Election there was little to say other than he had evidenced rising unrest in neighbouring parishes with regards the state of pot holes on local roads

ii) C/Cllr Squires – not present and no report

iii) PCSO Roberts – a report had been e-mailed advising of no crimes having been reported in April

Standing Orders resumed

17/05 Apologies for absence were received from C/Cllr Squires and PCSO Roberts.

D/Cllr Deed left the meeting at this point.

17/06 Declarations of Interest – none received.

17/07 Dispensation requests – none received.

17/08 Confirmation of Minutes of the meeting of Tuesday 11th April 2017 – it was RESOLVED that the minutes were a true record of the meeting and they were signed by the Chairman (Cllrs Turner and Lawson). It was noted that the Meeting Minutes covering the years 1987 – 1996 had been archived at DCC by the Clerk.

17/09 Meeting venue – Cllr Hodge reported that the Memorial Hall would match the fees of the WI and so it was proposed by Cllr Turner, seconded by Cllr Waldron and RESOLVED, that the Memorial Hall be booked for the next 12 months meetings. Due to the Clerks holiday it was RESOLVED that the November meeting take place on November 7th instead of the 14th (Cllrs Lawson and Reygate).

17/10 Annual Parish Meeting – Cllr Crang reported that 66 people had attended this event on 3rd May 2017, including Cllrs and the Clerk, and that the meeting had lasted 1.5 hours. All attendees were in favour of a new Cemetery going ahead, and being run by the PC, this being the main topic of conversation during the meeting.

17/11a Planning Applications received to the date of the meeting:

- 17/00677/HOUSE Erection of side and rear extensions at 33 Silver Street, Thorverton. After consideration the PC RESOLVED to support this application. (Cllrs Turner and Lawson).

17/11b Planning decisions – received to the date of the meeting:

- 17/00585/CAT Notice of intention to fell trees at 3 Dinneford Street, Thorverton. No objection.

17/12 Communications – received to the date of the meeting:

- a. E-mail regarding road signs at Raddon – after discussion it was RESOLVED that this letter be passed onto Highways (Cllrs Crang and Turner)
- b. E-mail regarding the new Cemetery and affordable housing – this information was noted
- c. E-mail regarding Dark Lane and a damaged property – after discussion Cllr Bright proposed that the PC write to DCC, enclosing a copy of the e-mail, asking for the width restrictions to be investigated so that the bollards be made consistent in width seconded Cllr Lawson and RESOLVED
- d. E-mail regarding grant funding and the increase in precept – it was RESOLVED that the resident be directed to the PC website, January Focus and the January Meeting Minutes, all of which all explained both these matters and others raised. A discussion with a Councillor on any PC matter would also be offered. (Cllrs Turner and Lawson)
- e. E-mail requesting a basketball hoop for the Recreation Ground - it was RESOLVED that the resident be advised that this topic had been discussed by the PC previously but due to the space required to site it, for safety reasons, it was decided not to take the matter further. It will, however, be re-considered when further new equipment is discussed. (Cllrs Crang and Sims).
- f. E-mail Community Self Help update – this information was noted
- g. E-mail report providing feedback on the recently held Annual Parish Meeting and the proposed new Cemetery – this information was noted
- h. Notice of Election – Central Devon Constituency Election 8th June. This information was noted.

17/13 Handyman/Road Warden – the Handyman's report was considered and it was RESOLVED that a) payment for hours worked £281.25 gross and b) payment of expenses for strimmer fuel £13.06 gross be made (Cllrs Waldron and Turner) c) duties for May were RESOLVED as being clearing the foliage around the 6'6 sign at the bottom of Dark Lane, cleaning the leat along Dinneford Street, cutting the grass around the village as required by mower, strimming around the railings in the Rec along the road and reviewing whether these need painting, strimming Jubilee Green but not weeding the flowerbeds, trimming the shrub next to Bridge House after discussion with the resident, spraying the cobbles around the village when they start to get green, spraying the weeds around Cleaves Close road (Cllrs Turner and Hodge) d) items donated by a resident were noted and the Clerk was asked to send a letter of thanks e) it was noted that the spray used by the Handyman, which dries on impact, is not harmful to people or animals. The PC thanked Colin for the work completed around the village to date.

17/14 Secure storage for tools and equipment – it was RESOLVED that the Agreement between the PC and the owner of the secure store be signed and that the first payment of £50 be made (Cllrs Spivey and Crang).

17/15 Financial matters -

- 1) It was RESOLVED that the Clerks claim for 4 hours overtime for additional duties in March/April be paid (Cllrs Reygate and Turner)
- 2) It was RESOLVED to repay the £25 deposit on Allotment 29 (Cllrs Waldron and Turner)
- 3) It was noted that the TAP funding had now been credited to the bank account and that tools and equipment had been purchased to the sum of £921.26 as previously agreed
- 4) to consider the following payments:

May 2017	Clerk - salary (net of tax)		£258.69
	Clerk – salary HMRC		£ 60.00
	Clerk – overtime (net of tax)		£ 34.53
	Clerk – overtime HMRC		£ 8.63
	Handyman – salary (net of tax)		£225.00
	Handyman - HMRC		£ 56.25
	Clerk expenses	Heating, stamps, stationery, ink, Annual Parish Meeting refreshments	£131.81 (incl VAT) (lower than on agenda)
	Handyman expenses	Petrol for strimmer	£ 13.06 (incl VAT)
	Payment for tractor insurance	Came & Co ERS	£165.00 (VAT n/a)
	Payment for tractor service	M&D Garden Machinery	£522.25 (incl VAT)
	Memorial Hall hire	03/2016 – 03/2017	£300.00 (VAT n/a)
	A Cleave	Allotment rotavation	£ 25.00 (VAT n/a)
	D May	Store hire 18/04 – 27/06/17	£ 50.00 (VAT n/a)
	Screw Fix/Tool Station	Tools and equipment – reimbursement to Clerk	£921.26 (incl VAT)
	EDF	Xmas tree lights - electric	£ 58.77 (incl VAT)
	B Samuel	Allotment deposit refund	£ 25.00 (VAT n/a)
	Thorverton School (DCC)	Photocopying APM flyers	£ 30.00 (VAT n/a)

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

- 5) It was noted that the Internal Audit Report had been completed with no issues raised and it was RESOLVED that a thank you gift, up to the value of £10, should be presented to the Auditor (Cllrs Spivey and Waldron). The Clerk would arrange this
- 6) Publicising of PC outgoings: Cllr Turner suggested that if PC payments were publicised in Focus, for example, it would help parishioners understand the PC's outgoings. It was agreed that the Clerk would continue to oversee publications, by way of delegated responsibility, and include outgoings
- 7) The total bank balance as at 28/04/2017 was noted as £49,518.38 (ring-fenced funding: £30,000 Cemetery, £1,515 defibrillator maintenance, up to £4,000 Grant Funding for Hulk Lane, £2,000 replacement fund for Rec play/gym equipment) this balance excludes amounts to be paid as above. It was agreed that the Clerk would, from next month, note the 'free reserves' for easier reading.

17/16 Parish Priorities: Village tidy up – the Handyman, being Chapter 8 qualified, had agreed to oversee this event. It was proposed by Cllr Waldron that the 15th July be set aside, between 9.30am and 1pm, with volunteers meeting at Leigh Gardens. This was seconded by Cllr Hodge and RESOLVED. The duties would be confirmed at the June PC

meeting and Cllr Lane agreed to advertise the event in both the June and July editions of Focus. The Handyman would check the need for safety equipment and the Clerk would complete a risk assessment.

17/17 School Agreement – Cllr Bright reported that the School had e-mailed suggesting that the PC is responsible for the mending of the broken fence at the top of the School Field. Cllr Lawson proposed that the responsibility lies with the School, in accordance with the Agreement, and after discussion Cllr Crang seconded this proposal and it was RESOLVED that the School be advised of this decision and be asked to make good the fence as a matter of priority. The Clerk would also update the resident who first brought this matter to the PC's attention. The annual School Report had been received and circulated.

17/18 Development –

- New Cemetery – Cllr Bright confirmed that all members of the public that attended last weeks Annual Parish Meeting were in favour of the PC going ahead with the creating and managing of a new Cemetery. Cllr Crang proposed that following the Annual Parish Meeting and the feedback received from the public the £30,000 currently ring-fenced for a graveyard be used to provide, and manage, a new Cemetery in the parish. This was seconded Cllr Lawson and RESOLVED. The PC was reminded that last April a PC Working Party had completed a feasibility study and had recommended to Council an area of land off Dark Lane as the most suitable site for a new Cemetery within the parish and that the pre-planning application site meeting, between the PC and MDDC Planning, had been very favourable. Cllr Lawson reminded the PC that an archaeological dig had been requested by DCC, on the land off Dark Lane, as a result of the site meeting, due to historic findings of artefacts. After a review of the quotes obtained it was proposed by Cllr Hodge, seconded by Cllr Crang and RESOLVED, that the archaeological dig be commissioned after Cllr Crang had updated the tenant Farmer and that AC Archelogy be appointed.
- Court Barton – Cllr Bright referred to letter from MDDC, admitting responsibility for the omission of the clause to provide priority to local people on allocation of affordable homes within the S106 Agreement, and to the letter from the Clerk to Devon and Cornwall Housing (DCH) regarding its refusal to enter into an amended Agreement. An e-mail response had been received from DCH today, which was read out, which the PC considered did not answer its enquiry as to why DCH would not enter into an amended S106 Agreement even though MDDC had agreed to pay all costs. Cllr Crang proposed that a reply be written to DCH, copied to its Chief Exec, MDDC and D/Cllr Deed, requesting an answer to the question. This was seconded Cllr Spivey and RESOLVED.
- Quarry Car Park: West Bank Lease – the current Lease (20th July 2012) had been circulated and was considered to be in order with no further action required at this stage.

17/19 Highways -

- Hulk Lane – Cllr Lawson reported that plans were in place to secure the final funding required for the project and that work would start on the bridleway on 12th June 2017 and that this would include road closures. It was noted that the £4,000 grant funding agreed by the PC had not yet been requested
- School Lane – Cllr Lane reported that the School had raised concerns about the verge widening in that if the hedge was thinned too much it could cause security to be compromised. The School had agreed to the widening as long as security issues were considered. C/Cllr Squires had contacted the Clerk to advise that the resurfacing of the lane and the moving of the zig zag lines were on the list of duties to be completed by Highways shortly. It was noted that the PC had already RESOLVED to the widening of the verge, once the School had given agreement, and so Cllr Crang would now make these arrangements.

- Wall in Dark Lane – Cllr Bright reported that the tell tales, as discussed at the last meeting, were not suitable for the wall but that he and Cllr Lawson had taken photographs, measurements, and sketches of the wall to monitor any movement prior to the next PC meeting.
- Thorverton Bridge – Cllr Bright updated the PC on an e-mail received advising of the agreed Contractors, the expected work start date of mid-May, that the work would take around 26 weeks and involve traffic lights for traffic control. The bridge would be completely closed during the last 2 weeks of work and so diversions would be put in place and advertised.

17/20 Representative reports –

TMGT – nothing to report. Focus – nothing to report. Memorial Hall – Cllr Hodge reminded the PC of the planned Fun Day which would take place in July and called for any volunteers to get in touch. Raddon Group – nothing to report. School – nothing to report other than already noted above regarding the road verge widening.

17/21 Monthly Market – Cllr Spivey would attend the May market and the Clerk would attend the June market.

17/22 Business at the Chairman's discretion –

a) Cllr Sims reported that the waste bins in Bullen Street had not been replaced on the new electric poles – the Clerk would chase this up

b) Cllr Sims reported that the new bus time table has been put up too high for people to read and it was suggested that this be reported to the bus company

c) Cllr Bright reported on the shoddy work seen around the bases of the new replacement lamp posts in the village, especially where cobbles had been replaced, and it was agreed that this matter should go on the next agenda

d) Cllr Bright reported that the gas board trench in Bullen Street looked 'temporary' and that the cobbles had not been replaced. If not corrected by May end it was agreed that this matter would appear on the next agenda

e) Cllr Sims advised that a member of the public had told him of a raised drain cover along the Lynch Road. It was agreed that Cllr Sims should ask the member of public to report the matter direct to Highways.

All members of the public are reminded that anyone can report matters to Highways

17/23 Recreation Ground - the Annual meeting of the Trustees of Thorverton Recreation Ground would follow directly after this meeting

17/24 Date of the next meeting – Tuesday 13th June 2017, 7.30pm, at Thorverton Memorial Hall.

This meeting closed at 22.08

ANNUAL MEETING MINUTES of the TRUSTEES of THORVERTON RECREATION GROUND
9th May 2017 at the Thorverton Memorial Hall directly after the Annual Parish Council meeting

PRESENT: Cllrs Bright, Crang, Spivey, Waldron, Reygate, Turner, Hodge, Sims, Lane and Lawson

In attendance: the Clerk

Appointment of Officers for 2017/2018 – Cllr Bright proposed that all Cllrs be appointed as Trustees of Thorverton Recreation Ground and that the Parish Council Chairman, Cllr Bright, should hold the same position ex officio for the Trustees. This was seconded by Cllr Waldron and RESOLVED.

Minutes of the last meeting held on 10th May 2016 – Cllr Turner proposed that these be signed by the Chairman as a correct report of the meeting. This was seconded by Cllr Waldron and RESOLVED.

Expenditure 2016/2017 - see below

Business at the Chairman's discretion –

a) Cllr Crang proposed that residents be reminded that currently the Football Club covers a lot of the required maintenance work at the Recreation Ground free of charge and if this support should cease then the additional costs would fall on the Parish Council

b) the PC was reminded of the ongoing work that non-residents Mr & Mrs Parkinson were completing, free of charge, at the Recreation Ground wildlife garden. It was RESOLVED that a thank you letter should be sent to them which the Clerk would arrange (Cllrs Bright and Spivey).

EXPENDITURE (excluding VAT) 2016/2017:

a) Ride on Mower Service	£346.96
b) Play Equipment Inspection	£no charge
c) Countryside Tree Services	£220.00
d) Equipment repairs	£ 66.01
e) Crediton tool hire (wildlife garden)	£117.00
f) Turf, seed, tree	£ 91.26
g) Play equipment	£305.52
h) Rec Open Day	£205.49
Total	£1,352.24

INCOME received from the Parish Council £1,352.24

(The total expenditure figure has been reported to the Charity Commission as the charity's income/expenditure for the financial year to comply with requirements).

This meeting closed at 22.19