

**Present:** Cllr N Bright (Chairman), Cllr S Crang (Vice Chairman), Cllr Spivey, Cllr Lane, Cllr Waldron, Cllr Sims, Cllr Reygate, Cllr Turner, Cllr Hodge and Cllr Lawson.

**In attendance:** The Clerk, D/Cllr Deed, C/Cllr Squires and five members of the public.

**Standing Orders suspended.**

**Public Session:** One member of the public wished to speak to update the Parish Council (PC) on i) Hulk Lane in that the designation of the road/footpath had yet to be decided and that wild flower seeds are to be scattered along the Lane ii) he had attended a meeting regarding the proposed new planning development near Broadlands and had posted the results on Next Door. He voiced his disappointment that there was no representation from the Parish Council at the said meeting. Cllr Spivey had also attended the meeting and reported that a footpath had now been added to the original plans and that several concerns had been raised at the meeting regarding the agreed 1.7 parking spaces per new home being below the 2 per new home expected.

**Reports from:**

i) D/Cllr Deed who reported that the MDDC planning department has been understaffed – resulting in a backlog - but that new staff are now in place to ease the situation and uplift current public perception of the department. As for the Broadlands decision D/Cllr Deed advised that whilst it may appear to some as though the voting was political at the decision meeting each planning application has to be reviewed on planning grounds set by the Government. Should an application be turned down an applicant can go to appeal and follow the usual processes. D/Cllr Deed confirmed that he is not on the planning committee, he did not attend the meeting, and that the proceedings of such meetings can now be listened to by the public on audio.

ii) C/Cllr Squires reported that County Hall meetings are webcast for public view. She had recently viewed the work at Thorverton Bridge was impressed with the progress and commented on the difficult cramped and damp working conditions. Progress on the repairs are behind schedule at present which may delay the full two week closure of the bridge which will be well advertised to the public in advance. It is hoped that the pedestrian access will be kept open at all times. Cllr Lane enquired whether the Upton Pyne Road will be resurfaced in time for the diversion. C/Cllr Squires advised that this road will not form part of the official diversion route and that she did not know when the resurfacing work would be carried out but would chase this up. D/Cllr Deed enquired as to how the Bus service to the village would continue when the bridge is closed and C/Cllr Squires agreed to investigate.

iii) PCSO Roberts sent in a report stating that there are now sufficient Speedwatch volunteers having gone through the vetting process to proceed to training. In August one assault/domestic incident was reported together with a theft of a vehicle – all residents are reminded to lock vehicles when left. There were no crimes reported in July.

**Standing Orders resumed.**

**17/68 Apologies** for absence: PCSO Roberts (non-working day). The Chairman reported the sad news of the death of Dame Margaret Turner-Warwick and proposed that a card of condolence be sent to the family on behalf of the PC which was seconded by Cllr Hodge and RESOLVED.

**17/69 Declarations of Interest:** The Chairman reminded all Councillors of the need to declare a personal or pecuniary interest on any relevant agenda items. Cllr Lawson declared a pecuniary interest on item 17/72 1) 16/01075/FULL APPEAL due to being the partner of the applicant. Cllrs Hodge and Reygate declared personal interests on item 17/79 Grant Funding Application as on the Memorial Hall Committee. Cllr Bright declared a personal interest on item 17/80 D) due to being a member of the Parochial Church Council.

**17/70 Confirmation of Minutes** of the meeting of Tuesday 11<sup>th</sup> July 2017. It was RESOLVED that the minutes be signed as a correct record of the meeting (Cllrs Turner and Hodge).

**17/71 Development –**

**New Cemetery** – Cllr Bright reported that the Clerk had written to Stephen Reed, Devon Archaeology, but that no reply had been received as yet. Paul Tucker, MDDC, had been contacted and had suggested that grant funding towards an archaeological dig may be available from Historic England, The Heritage Lottery and Mick Aston Archaeology. The Clerk had spoken with Hannah Cameron, MDDC Planning, regarding the extent of the required further excavations and Hanna had agreed to discuss this with Mr Reed. She also mentioned that alternative sites in the village may be appropriate. After discussion and several suggestions from the floor it was suggested, by Cllr Waldron, that local land owners be contacted. Cllr Crang proposed that the Cemetery Working Party compete a desk top exercise regarding alternative sites to include how much vehicular access and parking is required, how far someone would need to/be prepared to walk/travel to a new Cemetery not next to the Church and the maximum distance from the village that would be acceptable for an alternative site. This was seconded Cllr Spivey and RESOLVED. Cllr Waldron proposed that all surrounding land owners be written to, regarding an alternative site, and this was seconded by Cllr Lane and RESOLVED. Cllr Crang volunteered to help the Clerk with this.

**Court Barton** – Cllr Bright reported that DCH (Devon and Cornwall Housing) had confirmed acceptance of the PC's wording of the S106 amendment and that the matter was now being progressed. Cllr Crang reported that the attenuation pond, opposite the Court Barton site, is owned by Westhaven Development currently and will be transferred to Barton Meadows Management Company Ltd after final occupation. Each household will contribute a fixed amount towards the upkeep of this area and an Agent will be appointed to manage the maintenance.

**Standing Orders suspended – it was agreed that D/Cllr Deed could speak at this point**

D/Cllr Deed advised that both professional people and residents would form the Management Committee of the abovementioned Company which will not be set up until the Developers have left the site. It was noted that flooding had occurred recently, along Silver Street, as a result of a blockage from the site which has now been cleared.

**Standing Orders resumed.**

**17/72 Planning Applications** – the following applications were noted:

- 1) **16/01075/FULL APPEAL** land and buildings at rear of The Old Bakery, Jericho Street, Thorverton.
- 2) **17/01239/HOUSE** Conversion of garage to additional living accommodation, rising of former garage roof to form first floor extension, and alternations to porch. Perles Hill, School Lane, Thorverton.
- 3) **17/01034/FULL** Change of use barn to dwelling incl. reinstatement of part of roof. Pitt Farm, Thorverton.
- 4) **17/01409/PNCOU** change of use - agricultural building to private dwelling at Higher Trey Mill, Thorverton.

**Additional Planning Applications** – the following application was received after the issuing of the agenda:

- 1) **17/01410** - Notification of intention to remove 1 Copper Beech tree within a Conservation Area at The Lodge, School Lane, Thorverton. Cllr Lane confirmed to the PC that the said tree was dead and due to this the PC RESOLVED to support the application (Cllrs Turner and Crang).

**Planning decisions** – the following decisions were noted:

- 1) **17/01016/PNCOU** change of use – agricultural building to 2 dwellings at Pitt Farm, Thorverton. Approved.
- 2) **17/01021/HOUSE** erection of first floor extension at 20 The Glebe, Thorverton. Approved.
- 3) **17/01055/FULL** erection of garage and change of use of land from agricultural to residential at Rosepark Cottage, Thorverton. Approved.

**17/73 Communications –**

- A)** Training courses: i) MDDC was offering free Code of Conduct training and Cllrs Hodge and Lane had volunteered to attend ii) DALC was offering a Neighbourhood Planning course at £70 per place and due to the PC needing to review this area it was RESOLVED that Cllr Bright should attend (Cllrs Crang and Spivey) iii) Okehampton Town Council was offering Staff Appraisal training at £40 per place and due to the PC having two employees it was RESOLVED that Cllr Turner would attend (Cllrs Turner and Spivey).
- B)** E-mail notification from DALC regarding Data Protection changes due in 2018. Noted.
- C)** E-mail from MDDC regarding Mineral Safeguarding. Noted.

**It was agreed that agenda items concerning Highways be brought forward to this point of the meeting****17/74 Highways –**

- A) Hulk Lane** – Cllr Crang reported that if the status of the Lane was to be changed, as had been mentioned in the open session, the PC, being a consultee, would need to be contacted prior to any changes. It was noted that C/Cllr Squires would be officially opening the new bridleway in the near future. It was agreed that the subject should remain on the meeting agenda until further notice.
- B) School Lane** – Steve Tucker, DCC Highways, had advised that he was looking into whether the length of the new zig zag lines could be reduced as requested by the PC. Cllr Lane reported that the hedge had been cut back and that the wall was now visible. Cllr Waldron requested that the PC now review the verge work.
- C) Dark Lane** – an update was pending from DCC Highways regarding the closing of the road to enable the required work to be completed on the wall. The Clerk was asked to copy C/Cllr Squires into future e-mails to Steve Tucker/DCC Highways in this regard. C/Lawson reported that the wall is deteriorating.
- D) Replacement lamp posts** – Openreach had confirmed that it will be relaying the cobbles in Silver Street but nothing had been heard from DCC Highways regarding the replacement work required around the new lamp posts. It was noted that the MDDC Conservation Officer is now monitoring the re-work.
- E) Jericho Street** – an update from DCC Highways regarding the HGV sign(s) had indicated that whilst Highways had agreed to a sign there was currently no funding available to pay for it. Cllr Bright suggested that the PC may wish to consider putting a sign up itself warning that the road is too narrow for HGV's and C/Cllr Squires volunteered to fund the cost of a sign and would speak with DCC Highways on this.
- F) Bins** – **a)** it was noted that the two bins in Bullen Street have now been replaced **b)** it was noted that the Clerk had submitted a further request for a bus shelter litter bin and a Jericho Street dog bin.
- G) Kerb stones and cobbles** – DCC Highways had confirmed awareness of requirements outside the shop

**17/75 Parish Priorities – Village Tidy Up Day July 15<sup>th</sup> 2017 –**

- a)** Cllr Bright reported that 30 people had turned up to the event and that positive feedback had been received from many parishioners
- b)** Cllr Waldron proposed that this be made an annual event which was seconded by Cllr Hodge and RESOLVED. The Clerk would note the January meeting agenda in order that a date could be agreed
- c)** Cllr Lane reported that most of the 'parish priority' items raised by the public had now been reviewed by the PC except for a footpath to the cricket field and a permanent site for the Post Office. After discussion Cllr Bright proposed that the footpath and post office site matters be postponed until further notice which was seconded by Cllr Spivey and RESOLVED.

**17/76 Secure storage –**

- a) Secure Storage Report:** Cllr Crang presented the report (circulated) to the PC. Cllr Spivey congratulated the Working Party on such an excellent report. Cllr Crang recommended that the PC gives serious consideration to the current annual garage ground rent levels, £70 per year, as this amount appears to be out of kilter with other similar garage ground rents which are being charged at up to £400 per garage, per year, depending on lease details. The PC

agreed to the importance of looking into this matter and it was RESOLVED that the Clerk contact the PC's Solicitor to ask for advice in this regard (Cllrs Crang and Spivey).

**b) Ride-on-mower:** After discussion about a permanent mower store on the Recreation Ground Cllr Lawson volunteered to find out whether planning permission would be required for this. Cllr Bright proposed that the Working Party continue with its research to enable a recommendation to be made to the PC at next month's meeting regarding the most suitable store for the mower, cost, and preferred site. This was seconded Cllr Hodge and RESOLVED. Cllr Bright explained the current tax and insurance situation, regarding the mower, which meant that any driver of the machine must have a full driving licence. He proposed that Thorverton AFC be contacted, by letter, to explain the situation and to enquire as to the licence position of the current volunteer driver. If a full licence is not held by the current driver an alternative driver would need to be sourced by Thorverton AFC with immediate effect, and until further notice, in accordance with the agreement between the PC and AFC. It was noted that if the mower is housed on the Rec the driver would not require a full driving licence. This proposal was seconded by Cllr Waldron and RESOLVED. Cllr Sims agreed to arrange for the current driver to be contacted so that he could be informed of the current situation.

**c) Purchase of a garage:** Cllr Crang confirmed that there would appear to be room for a new garage in the Quarry Car Park and Cllr Lawson confirmed that planning permission would be required. It was agreed that PC currently has use of adequate secure storage for tools and equipment and Cllr Crang offered to house the new trailer, purchase pending, at his property. Cllr Spivey also offered use of a garage. Cllr Crang proposed, therefore, that the member of public who had offered the garage for sale to the PC be thanked for the offer and be advised that the Parish Council does not wish to take the offer forward. This was seconded by Cllr Hodge and RESOLVED.

**17/77 i) TAP Funding Application:** It was proposed by Cllr Lawson, seconded by Cllr Hodge and RESOLVED, that the Clerk be given delegated authority to apply for TAP funding towards the £1,400. expected cost of purchasing secure storage (option 2 Working Party Report) for the Recreation Ground to house the ride-on-mower.

**ii) Shobrooke Parish Council TAP Funding Application letter of support:** It was RESOLVED that a letter of support should be sent to Shobrooke PC regarding the purchase of a village defibrillator (Cllrs Crang and Waldron).

**17/78 Sale of the Quarry Car Park Bank:** After further discussion it was RESOLVED that the Bank should not be sold by the Parish Council to the enquiring member of the public at this stage (Cllrs Spivey and Crang).

#### **17/79 Grant Funding Application:**

Cllr Turner, on behalf of the Working Party, reported to the PC on the application from the Memorial Hall for funding to cover a year of Wi-Fi rental and proposed that the grant funding for £420.36 be refused. After hearing from Cllrs Reygate, Lane, Hodge and Crang on this matter Cllr Spivey seconded the proposal which was RESOLVED (seven votes for refusing the application, two votes against refusal, and one abstention). Cllr Turner then proposed that the grant funding request, again from the Memorial Hall, for £25 to cover the Vodafone aerial annual electricity charge be granted. This was seconded by Cllr Spivey and RESOLVED.

#### **17/80 Handyman/Road Warden –**

After a review of the Handyman's month report (circulated) it was RESOLVED that **A)** payment for hours worked of £337.50 gross (including £112.50 from Newton St Cyres Parish Council) and for mileage £16.20 (reclaimed from NSC PC) be paid and **B)** that payment of expenses of £54.00 gross for weed killer (£11 reclaimed from NSC PC) be paid (Cllrs Waldron and Crang)

**C)** that duties for September/October should be as listed as outstanding on the report and, in addition, Cllr Hodge asked for the drain from Leigh Gardens to the stream to be rodded and Cllr Sims asked for the grass on the road edge of the Rec to be cut and the Holly bush at the Broadlands end of the Rec to be cut back (Cllrs Bright and Hodge). Cllr Lane thanked Colin for the strimming around the entrance to The Glebe and the PC thanked Colin for his

work overall. Cllr Bright proposed that Mr & Mrs Ayre be contacted again regarding help with a tractor and trailer to remove further debris from the Quarry Car Park. This was seconded by Cllr Hodge and RESOLVED.

**D)** Cllr Bright reported on the Holly Trees outside the Church in that the Arborist had looked at the trees and a further inspection was pending. The leaves do not seem to be falling as much of late.

### 17/81 Financial matters -

1) It was RESOLVED that the following payments be made (Cllrs Waldron and Crang):

August/Sept.	Clerk salary - 2 months (no tax due)		£637.38
	Clerk - expenses	1) Village Tidy Up Day refreshments £38.50 2) Ink £34.00 3) MDDC Brown bin annual licence renewal £48.00 4) Binding of 10 years minutes £58.00 and mileage £6.30	£184.80 (VAT n/a)
	Handyman salary - 2 months (net) including NSC PC funds		£ 286.20
	Handyman salary - tax HMRC		£ 67.50
	Handyman expenses	Weed killer	£ 54.00 (VAT inc)
	Strutt & Parker	½ yearly Allotment rent	£ 90.00 (VAT n/a)
	DALC training	Neighbourhood Plan Course – Cllr Nick Bright	£ 70.00 (VAT n/a)
	Grant Thornton	External Audit fee	£120.00 (VAT inc)

2) The Bank Reconciliation, dated 1<sup>st</sup> September, was signed by Cllr Crang on behalf of the PC showing the bank balance at £38,228.12 prior to deduction of ear-marked funds (£6,070.62 afterwards).

It was noted that:

- 3) The External Audit Report had been returned and uploaded onto the website
- 4) 12 invoices had now been issued for Smartwater kits at £10 each
- 5) All 10 garage ground rents of £70 for 2017 had been paid and banked
- 6) A cheque from Newton St Cyres PC had today been received regarding Handyman work

**17/82 Recreation Ground:** Cllr Sims reported that three Elm Trees have Dutch Elm disease and that other trees in the Rec are in need of trimming. It was RESOLVED that the PC take up the offer of free tree work, from Thorverton AFC, and that Cllr Sims should meet with the AFC to review the required work (Cllrs Sims and Waldron).

**17/83 Social Media course feedback:** Cllr Bright had previously provided feedback on this event and had suggested that a PC Facebook page, or Twitter Account, may be appropriate for the PC. Cllr Lawson had been unable to locate a one-way Facebook system and suggested that the PC could expand the Website instead. After discussion Cllr Crang proposed that no Social Media facility be set up at this stage which was seconded Cllr Hodge and RESOLVED.

**17/84 Devon Home Choice Seminar:** Cllr Lane had attended this event and reported on the process of bidding for affordable homes and how the categorisation of people wanting to rent affordable homes works. Once assessed and given a band rating, from A to E, applicants can then apply for affordable homes to rent. Properties are allocated in order of banding with 'A' listings being the highest priority. This process has been, and will continue to be, used at Court Barton Close and anyone wanting more information can find this on the Devon Home Choice website. Cllr Lane advised that registering an interest in affordable housing at a very early stage is of utmost importance.

**17/85 Village notice board:** Cllr Bright explained that the communal notice board in School Lane belongs to the PC and pointed out its current poor condition. The Clerk had obtained a quote for new cork (circulated) and had requested funding for refurbishments. It was RESOLVED that £100 be allocated to this project and that the Clerk be given delegated authority to carry out the work with support of the Handyman (Cllrs Crang and Spivey). It was confirmed that the noticeboard in the Quarry Car Park was also to receive attention shortly as previously agreed.

**17/86 Representative reports –**

**TMGT:** Cllr Spivey reported that as the Church Commissioners Solicitors fees were so high, with regards purchasing addition land, TMGT had pulled out of the transaction and are now looking to spend funding on a new bridge and path on existing land instead. **Focus:** Cllr Turner reported that sales have increased. **Memorial Hall:** Cllr Hodge had nothing to report. **Raddon Group:** no meeting. **School:** Cllr Lane reported that Brampford Speke School was now part of the Federation.

**17/87 Saturday Market:** Cllr Spivey had received an enquiry regarding the HGV sign for Jericho Street at the September Market. The Clerk had received a request for the PC to review the welfare of existing trees on the Broadlands development site. Cllr Lawson volunteered to attend the October meeting on behalf of the PC.

**17/88 Business at the Chairman's discretion –**

- 1) Cllr Turner requested that the subject of a PC Christmas Tree be put on the October meeting agenda.
- 2) Cllr Sims advised that residents are washing cars in the Brook.
- 3) Cllr Waldron requested that the matter of the School Lane verge be put on the October agenda.
- 4) Cllr Lane reported that a new padlock was required for the Allotment field gate.
- 5) Cllr Bright reported that S106 funding of £10,336.50 is now available to be spent on 'open spaces' within the parish (documents circulated) and that this matter should be listed on the October agenda.

**17/89 The date of the next meeting was agreed as:** October 10<sup>th</sup> 2017, at 7.30pm, Thorverton Memorial Hall

The meeting closed at 10.12pm