

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

In Attendance: the Clerk and D/Cllr Deed.

Standing Orders suspended

Open Session: 2 members of the public were present but neither wished to speak.

Reports: i) D/Cllr Deed – nothing to report ii) C/Cllr Squires – not present iii) PCSO Roberts had e-mailed a report showing 4 crimes in the Parish in September being criminal damage, a theft, possession of cannabis and driving whilst disqualified. It was also noted that those involved in Speedwatch had now been trained. All residents are reminded to watch their speed when driving.

Standing Orders resumed

17/90 Apologies for absence were received from Cllr Hodge (holiday) and C/Cllr Squires (another meeting).

17/91 Declarations of Interest: none

17/92 Confirmation of Minutes: it was RESOLVED that the minutes of the meeting of Tuesday 12th September 2017 be signed as a true record (Cllrs Spivey and Turner) after the following amendments had been made i) page 20 17/84 'interests' to 'interest' and ii) page 21 17/88 4 'require' to 'required'.

17/93 Development:

New Cemetery

a) The Cemetery working party had prepared a report regarding alternative sites which was summarised by the Chairman. It was proposed by Cllr Bright that Cllr Crang now make a list of land owners within the area suggested by the report so that the letters could be sent regarding land for alternative Cemetery sites. This was seconded by Cllr Turner and RESOLVED.

b) The Chairman, Vice Chairman, and Clerk had met with Stephen Reed, of Devon Archaeology, regarding the further work required on the Dark Lane site. Mr Reed had forwarded a report confirming that a full archaeological survey would be required should the PC wish to proceed with a new Cemetery on this site. He also stated that Heritage Lottery Funding may be available to cover the full £30,000 (estimated) cost of the further dig and that AC Archaeology would be prepared to deal with the bid, at no cost, on behalf of the PC. DCC would provide funding to back the bid. Once the work had been completed the PC could continue with creating the new Cemetery subject to planning permission. Another site, further down Dark Lane towards Dinneford Street, was looked at and it was thought that no archaeological dig would be required here. After suggestions of pipework running under this site it was not taken forward as an alternative site for the time being.

c) Cllr Lawson offered to complete a planning application and proposed that full planning permission be applied for on the Dark Lane site. This was seconded by Cllr Spivey and RESOLVED. Cllr Bright proposed that AC Archaeology be contacted to confirm the way forward regarding the bid and be told not to proceed with an application until the planning permission result had been received. This was seconded by Cllr Waldron and RESOLVED. Cllr Bright proposed that the Cemetery working party meet again prior to the next PC meeting to produce a feasibility study which was seconded by Cllr Crang and RESOLVED.

Court Barton

An update had been received from DCH, regarding the Deed of Variation/S106 document, and the PC RESOLVED the amended wording to enable onward progression of the document to MDDC (Cllrs Spivey and Reygate). The document contained an error, regarding costs, which was pointed out to DCH who agreed to make a correction.

17/94 Planning Applications:

1) 17/0154/PNHH prior notification for the erection of an extension at 18 Court Barton Close, Thorverton. Noted.

2) 17/01454/FULL change of use - agricultural building to domestic garage to include replacement of part of an agricultural building at Higher Trey Mill, Thorverton. After discussion it was RESOLVED that no comment be submitted (Cllrs Crang and Lawson). **23**

3) 17/01270/HRN Hedgerow Removal Notice – to remove 10 metres of hedgerow at the junction of School Lane/Hulk Lane. Cllr Lane proposed that the PC submit a comment stating ‘the PC does not support the loss of hedgerows which are invaluable to the environment’ and this was seconded by Cllr Waldron and RESOLVED (8 votes in favour and 1 vote against).

A further planning notification, which had not been advised by MDDC, had been brought to the PC’s attention and it was agreed that only those applications advised to the Clerk from MDDC would appear on future agenda’s.

17/95 Planning decisions:

1) 17/00837/FULL C&R Repairs Ltd, Thorverton, temporary change of land use from vehicle storage to storage containers/self-storage facility for a period of 10 years with ancillary works. Permitted.

2) 17/01239/HOUSE conversion of garage to additional living accommodation, raising of roof of garage to form first floor extension, and alterations to porch at Perles Hill, School Lane, Thorverton. Granted.

3) 17/01410/CAT to fell 1 Copper Beech tree at The Lodge, School Lane, Thorverton. No objection.

4) 17/01495/PNAG Prior notification – erection of general purpose agricultural building at Raddon Barton. Accepted.

17/96 Highways:

- **Hulk Lane** – Cllr Lawson reported that 25th November had been pencilled in for the opening ceremony. Cllr Waldron reported drainage issues at the School Lane end and it was reported that this is being addressed.
- **School Lane** – i) a request had been submitted to C/Cllr Squires, as suggested by DCC Highways, regarding a HATOC to have the new zig zag lines reduced which C/Cllr Squires had agreed to support ii) Cllr Crang proposed that the matter of taking back the verge be revisited once the zig zag lines had been reduced. This was seconded by Cllr Lawson and RESOLVED (8 votes for and 1 vote against).
- **Dark Lane** – i) Cllr Bright had met with Steve Tucker and C/Cllr Squires and it had been agreed that the Lane would be closed on 16th October for 1 week, at no cost to the PC, to enable the Handyman to remove the unsafe part of the wall. A barrier would be put in place by DCC Highways for safety until the wall was rebuilt. ii) Cllr Bright suggested that an Engineers Report would be required, as opposed to quotes to rebuild the wall, once the wall had been taken down and proposed that Cllr Lawson obtain updated quotes in this respect which was seconded by Cllr Spivey and RESOLVED. Cllr Crang confirmed that the wall is within the Conservation Area. The Clerk was asked to liaise with the MDDC Conservation Officer regarding how the wall should be reinstated iii) It was agreed to postpone an application to the Community Enhancement Fund until more information on costs were known.
- **Replacement lamp post cobbles** – no update had been received and so the Clerk would chase again.
- **Jericho Street sign** – C/Cllr Squires had agreed to pay for a ‘not suitable for HGVs’ sign to be placed on the Jubilee Green. The Clerk was awaiting instructions from DCC Highways on the process for this.
- **Kerb stones and cobbles at Berry Dairy** – an update was pending from DCC Highways.

17/97 Communications

- a) Devon Highways Annual Conference - Cllr Lane volunteered to attend this meeting on behalf of the PC on 10/11.
- b) Highways road closure – 14th December at Stone Bridge in Silver Street. Noted.
- c) Examination into the Submission Mid-Devon Local Plan Review 2013–2033 (J27 M5). Noted.
- d) Court Barton – poster providing information on vacant shared ownership homes. Noted.
- e) Devon Smokefree Alliance newsletter. Noted.
- f) Town & Parish Clerks Annual Meeting – the Clerk’s had attended this event and reported:

- Traffic calming: DCC had recommended that local councils look into Speedwatch, the use of mobile flashing 20/30mph signs, and 'twenty is plenty' signs all of which are known to work in reducing traffic speeds. It was agreed to put this matter on the next agenda and the Clerk was asked to source costings.
- MDDC owned garages: it was reported that MDDC may sell of some garages at a future date.
- Land supply for housing: it was reported that as MDDC does not have a 5 year land supply for housing it is encouraging the putting forward of land by the public for planning.

g) E-mail from a resident regarding the spending of S106 funds - Cllr Bright read out the e-mail which was noted.

h) Thorverton Bridge update - C/Cllr Squires had confirmed that pedestrian access would be maintained whilst the bridge is closed and that a diversion route had been planned. Bridge closure dates were still pending.

17/98 Section 106 Funding: It was reported that funds of £10,336.50 are currently available to spend within the Parish and that further funding is due in 12 months' time. The Clerk was asked to enquire as to any additional funding from the future Broadlands development. After discussion it was agreed that the public should be consulted regarding the spending of these funds and that further consideration on this should take place next month.

17/99 Secure Storage: The working party had not met. The Clerk confirmed that a TAP funding application, for secure storage on the Rec to house the mower, had been submitted to MDDC and that a result was pending. The insurance savings, if the mower was kept on the Rec, would be in the region of £140. The Chairman confirmed that the Football Club, and the volunteer mower driver, had been advised of the current situation.

17/100 Handyman/Road Warden:

a) It was RESOLVED that payment for hours worked of £81.25 gross be made (Cllrs Spivey and Turner)

b) It was RESOLVED that duties for October would include those still outstanding from the previous month plus taking down the unsafe Dark Lane wall and making good/putting in a place new dog tethering post outside the Post Office (Cllrs Lane and Bright)

c) The PC owned laptop is currently lent out to parishioners on request and the Clerk had asked for clarification regarding the lending out of PC owned equipment. Cllr Crang proposed that the Clerk have delegated authority to lend out the PC owned laptop, tools and equipment, to Parish Organisations and for the benefit of the Parish only, at no cost, and subject to the signing of relevant paperwork as agreed with the insurers. Any damage would need to be made good by the borrower and the Clerk would check the position on insurance regarding 3rd parties. This proposal was seconded by Cllr Lawson and RESOLVED.

17/101 Financial matters -

1) It was noted that Allotment 22 had been given up and it was RESOLVED that the £25 deposit be refunded (Cllrs Lawson and Waldron)

2) It was RESOLVED that the following payments be made (Cllrs Turner and Spivey):

October	Clerk salary - (no tax due)		£318.69
	Clerk - expenses	Allotment padlock £22.25 Stamps/envelopes/card £6.10	£ 28.35 (VAT n/a)
	Handyman salary - (net of 20% tax)		£ 65.00
	Handyman salary - tax HMRC		£ 16.25
	Mrs May – secure storage	28/9/2017 – 29/12/2017	£ 65.00 (VAT n/a)
	Oakhampton Town Council	Appraisal Training Cllr Turner	£ 48.00 (incl VAT)
	Allotment 22 given up	Refund of deposit	£ 25.00 (VAT n/a)

3) It was noted that an appeal against a £100 penalty for incorrect PAYE on-line completion had been submitted to HMRC and that a response was pending. After consideration it was proposed by Cllr Turner that due to the complexities of the PAYE system future transactions should be outsourced to GX Accountants at an estimated cost of £118 for the next year. This was seconded by Cllr Waldron and RESOLVED.

4) The bank balance was noted as £37,093.85 as at 1st October 2017 (£4,936. after deduction of earmarked funds). Cllr Crang signed the bank reconciliation as a correct record on behalf of the PC. **25**

5) The final Precept payment for this year, £9,970.50, had been received and was not included in the above balance.

17/102 Footpaths: Cllr Spivey reported that footpaths 10 and 11 had been cleared and called for more footpaths to be created around the Parish. He had been impressed with the Hulk Lane bridleway after walking it today.

17/103 Neighbourhood Planning: Cllr Bright had attended a recent NP workshop and circulated notes on the topic. The benefits of having a plan in place include receiving 25%, instead of 15%, of Community Infrastructure Levy (currently S106 funding) and that the Parish would be able to help shape future local development. A Plan would take approximately 3 years and £9,000 to complete with grant funding being available. A NP would run alongside the MDDC Local Plan. After discussion it was agreed to put this matter on the next agenda for further consideration.

17/104 Employee Annual Appraisals: It was RESOLVED that the Staffing working party of Cllrs Turner, Bright and Crang, would arrange these meetings following Cllr Turners attendance at the forthcoming appraisal training.

17/105 Recreation Ground: Cllr Sims had discussed the required tree work with the volunteer from the Football Club but, to date, no work had been completed. Cllr Sims would bring the matter up for further discussion at a later date.

17/106 Christmas tree: Cllr Turner proposed that the PC not only purchase a tree for the Jubilee Green this year but also for the Memorial Hall. This would recognise the work involved in the lighting ceremony put on for the whole village by the Hall Committee. Each tree should not exceed an £80 purchase price. This was seconded by Cllr Spivey and RESOLVED. The collection of the trees and the erection and decoration of the PC tree would be discussed further at the November meeting. It was noted that the tree lighting ceremony would take place on 4th December.

17/107 Representative reports:

1) TMTG – Cllr Spivey reported that the working party had cleared a lot of brambles and nettles recently increasing the accessible area. Further work will take place at the end of October and all are invited to join in. The footpath sign on the entry to the field has been renewed.

2) Focus – nothing to report. **3) Raddon Group** – no meeting.

4) Memorial Hall – Cllr Reygate reported that all Hall events are listed in Focus and that the Committee is in talks with a local touring company regarding a Shakespeare play. A beach party is planned for next April and a flu clinic will take place on 17 October.

5) School – Cllr Lane reported that the Head Teacher has requested, through the Schools Newsletter, that people park in the car park and not along School Lane. The Clerk agreed to circulate the School Newsletter going forward.

17/108 Business at the Chairman's discretion:

1) Cllr Sims reported that on 16th October Speedwatch will be operating within the village and that two further events had been planned.

2) It was reported that as the collapsed wall at Latchmore Green was in the Parish of Rewe there was nothing that the PC could do to encourage removal of the signs and rubble.

3) Cllr Reygate reported that a car parking by the Ford, along Milfords Lane, was causing problems. As the PC had previously resolved not to get involved with village parking matters there was nothing that could be done.

4) Cllr Waldron asked for a Planning sub group to be considered. This would be put on next month's agenda.

17/109 It had previously been resolved that the November meeting would be held a week earlier than usual on NOVEMBER 7th 2017, at 7.30pm, in the Thorverton Memorial Hall. All are welcome to attend.

The meeting closed at 9.50pm