

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

In attendance: The Clerk, C/Cllr Squires.

Open Session: 4 members of the public were present and wished to speak. 1) The first resident reported that a 'Three Village Action Group' had been set up involving Thorverton, Upton Pyne and Brampford Speke with the aim of making improvements to Hulke Lane including the stabilising of the slippage. The Lane remains the responsibility of DCC but is unlikely to be repaired due to cost cutting. Parish Council (PC) support by way of a Councillor Representative was requested and Cllr Spivey volunteered as he was already involved, personally, with the project. 2) The second resident reported that Developers had now been chosen for the Court Barton site and that Contracts were currently being drawn up. 3) Mrs Hilary Lawson addressed the PC regarding her desire to be co-opted onto the Council. 4) Mr Roger Cashmore addressed the PC regarding his desire to be co-opted onto the Council.

Apologies: D/Cllr Deed and Cllr Waldron due to holidays. PCSO Randle as not a work day.

16/55 Declarations of interest: None.

16/56 Confirmation of Minutes of the last meeting (circulated) of Tuesday 9th February 2016. It was proposed by Cllr Bright, seconded by Cllr Turner and RESOLVED that the minutes be signed as a correct record of the meeting.

16/57 Dispensations: None.

16/58 Co-option of a new Councillor: Applications had been received from 2 members of the Parish (circulated) and taking into consideration these applications, and today's public session, voting took place by ballot to co-opt the new Councillor. As a result of the ballot Mrs Hilary Lawson was co-opted onto the Council. Mr Cashmore was thanked for his interest. The Clerk would see to the relevant paperwork to enable Mrs Lawson to join next month's meeting as a Parish Councillor. It was proposed by Cllr Bright, seconded by Cllr Spivey and RESOLVED that the Clerk would arrange a DALC New Councillor Course for Mrs Lawson.

16/59 Reports:

- (i) D/Cllr Deed e-mailed a report to advise that the new Chief Executive of MDDC was now in place.
- (ii) C/Cllr Squires had e-mailed a report (circulated) and confirmed that a) budget meetings had taken place and that cuts continue to be seen which would result in increased Council Tax and b) due to the state of the roads currently residents are encouraged to report all potholes to tel. 0345 155 1004 or on-line at www.devon.gov.uk clicking on 'report a pothole'.
- (iii) PCSO Randle e-mailed to advise that there had been no reported incidents in February or March.

16/60 Correspondence received to the date of the meeting -

- a) MDDC Wise £Money Project (circulated) – the Clerk was asked to send this to Focus for publication.
- b) Flood Warning Training from Tiverton Town Council (circulated) – noted.
- c) MDDC Planning Consultation – Solar PV Proposals (circulated) – see below.
- d) DALC Highways Conference (circulated) - see below.
- e) Thorverton Memorial Hall – request for a letter of support backing its further Viridor Grant funding application – Cllr Lane proposed that the Clerk send a letter of support from the PC which was seconded by Cllr Spivey and RESOLVED.

The following items are for information only:

- f) Town and Parish Council – MDD Cuts - survey feedback to PC's (circulated).
- g) Road closure in Silver Street 14 – 18th March 2016 (circulated).
- h) Focus on Thorverton AGM 7.30pm March 2nd Baptist Chapel (circulated).

16/61 Highways –

Hulke Lane – the Clerk had enquired as to whether Highways could replace the current large unsightly ‘road closed’ and ‘diversion’ signs at each end of the Lane with smaller, tidier, and more permanent versions and was awaiting a reply. The PC referred to the open session regarding Hulke Lane and Cllr Lane proposed that Cllr Spivey be the PC representative for the ‘Three Village Action Group’ to report back to the PC monthly on any progress. This was seconded by Cllr Turner and RESOLVED.

School Lane – the Clerk had requested an update from Highways regarding the re-surfacing/moving of the zig zag lines and was awaiting a response. C/Cllr Squires was due to meet with Steve Tucker, DCC Highways, to discuss Hulke Lane and would also raise the matter of School Lane with him and report back to the PC.

Community Lengthsman – Cllr Spivey reported on the Raddon Hills meeting (circulated) in that the proposed Group Lengthsman scheme would not be progressed due to the costings being higher for each parish than expected. It was reported that there had been no response to the advert for a volunteer Road Warden. The DALC Highways Conference (16/03/2016) was discussed and Cllr Hodge proposed, seconded by Cllr Spivey and RESOLVED, that Cllr Bright attend on behalf of the PC to learn about the Road Warden and other self-help schemes. During discussions some Councillors suggested that the PC should not maintain the village highways, including the spraying of the cobbles, as a point of principal due to the Government cuts whilst other Councillors suggested that the village highways should be maintained out of precept funding. It was agreed to discuss the matter further next month after feedback from the Highways Conference and a site meeting with DCC which the Clerk was arranging.

Village Highway maintenance – the village site meeting had still not been confirmed by DCC regarding the legalities of the Road Warden and Chapter 8 schemes.

16/62 Planning -

- 1) 16/00169/FULL Conversion of redundant barn to dwelling at Heathfield Farm Barn, Thorverton. Observations by 14/03/16. The PC RESOLVED not to comment but to rely MDDC to make the decision according to adopted planning policy. This was proposed by Cllr Wills and seconded Cllr Turner.
- 2) Planning Consultation on landscape implications of Solar PV Proposals (17/03/2016) - Cllr Spivey volunteered to attend this meeting and to report back to the PC next month.
- 3) 16/00052/TPO Application to reduce the height of 1 oak tree by 6 metres at 27 The Glebe, Thorverton. Modified to 3 metres and approved.

16/63 Development –

Graveyard extension – Nothing had been heard from Strutt & Parker following their recent meeting with the Church Commissions regarding the sale of land to the rear of the existing graveyard across Dark Lane. Cllr Hodge had been told that the PC were expected to highlight the proposed extension site and provide an offer price. Cllr Wills reported that the working party had met and that 2 main areas had been identified for further discussion being 1) purchase of suitable land for the extension and 2) ongoing management and maintenance costs of the purchased land and extension. Cllr Wills proposed that the PC allow the working party to highlight the proposed piece of land and investigate a market purchase price prior to reporting back to the PC for further decision making. It was suggested that the Church Wardens and PCC Representative should be involved in this. This action was seconded Cllr Hodge and RESOLVED. The Clerk is to look up and circulate the original meeting minutes on this matter.

Court Barton – the Clerk had received an e-mail from the Church Commissioners confirming the information received in the open session. The Clerk was asked to contact Jenny Clifford, MDDC Planning, to enquire as to who the Developers are, to request that the PC be kept involved on the matter and for assurance that the affordable housing would be provided according to the planning consent.

16/64 Property Management -

Transfer of the Jubilee Green – Veitch Penny had not heard back from Strutt & Parker and asked the Clerk to chase the matter which she has done and a reply is pending. Councillors were reminded that the transfer of the Green to the PC had taken place many years ago but that the final stamp and land registration was still pending and that this is what the Solicitors are aiming to finalise as resolved by the PC several months ago.

Trees on the Jubilee Green – Cllr Turner reported that pruning had taken place making the Green look better and that nothing more could be done currently due to the weather. Item to be removed from the agenda.

Property and land maintenance – 2 quotes had been requested regarding this years village maintenance contract and 1 response had been received with 1 pending. It was decided to postpone any decision on this until April.

Barliabins plantation – Cllrs Sims reported that he and Cllr Turner had looked at the broken fence and that 56 feet of new fence would be required. The Clerk was asked to obtain 2 quotes for a 3 foot high pig wire fence with a half rail across the top using 3 inch stakes. It was noted the agreed padlock and chain was still pending.

16/65 Recreation Ground –

Viridor Grant & S.106 – the working party had met to put the following recommendations together for PC consideration regarding the spending of the Viridor Grant Funding and the MDDC S.106 funding (circulated): 1) that the deposit of £1,856.64 should be paid to Viridor Credits by the PC to release the funding of £18,135.63 to enable the project to continue. This was proposed Cllr Sims, seconded Cllr Hodge and RESOLVED. It was noted that agreement had been received regarding these deposit monies being refunded to the PC by way of Focus on Thorverton £750.00 (received) The Leonard Trust £106.64 and DCC £1,000.00 (both pending) 2) that a Table Tennis Table be ordered from Caloo at a cost of £1,895.00 (ex VAT) including delivery and installation (concrete base to be sourced locally) and this was proposed by Cllr Hodge, seconded by Cllr Sims and RESOLVED 3) that Mrs A Parkinson be appointed the Wildlife garden project manager and that her quote of £1770.63 (no VAT) be accepted. This was proposed by Cllr Lane, seconded by Cllr Bright and RESOLVED 4) that DCC be requested to carry out this years safety inspection of the Rec play equipment due to this being the cheapest quote received. This was proposed by Cllr Wills, seconded by Cllr Hodge and RESOLVED 5) that the previously agreed see-saw purchase from Wicksteed should go ahead through S.106 funding and that the remaining S.106 funding should be used to purchase a Strength Wheel Spinner (£1,313 ex VAT) from Wicksteed. This was proposed by Cllr Bright, seconded by Cllr Sims and RESOLVED 6) that the existing wooden balance beam be taken up and inspected, due to rot being evident, and if good enough be replaced in a more appropriate position. This was proposed by Cllr Sims, seconded by Cllr Wills and RESOLVED 7) that the PC agree to allocate up to £200 of PC funds for the hire of a digger to clear the Wildlife garden area. This was proposed by Cllr Sims, seconded by Cllr Spivey and RESOLVED. Cllr Sims volunteered to drive the digger and take up the best value for money quote 8) that the Clerk be given delegated authority to oversee and progress this project as required to include the choosing of the equipment colour option. This was proposed by Cllr Wills, seconded by Cllr Hodge and RESOLVED 9) that an ‘open day’ be planned for July 10th 2016 as long as suppliers could guarantee that the equipment would be ready for use by then. This was proposed by Cllr Sims, seconded by Cllr Hodge and RESOLVED 10) that the order be placed for the previously discussed and agreed Wicksteed roundabout, body twister, bicycle and space walker. This was proposed by Cllr Hodge, seconded by Cllr Bright and RESOLVED 11) that the play equipment and gym equipment be purchased from Wicksteed due to the excellent customer service received, one delivery cost, the discount offered, the superior equipment guarantee and quality and as existing Wicksteed equipment had stood the test of time. This was proposed by Cllr Hodge, seconded by Cllr Wills and RESOLVED. It was noted that at least 3 quotes had been obtained and considered for each piece of equipment/item and that the quotes representing the best value for money, according to the PC, had been selected. The Clerk was asked to enquire as to whether the WI Hut could be hired for the day for the use of its facilities.

Transfer of the Rec from MDDC to the PC – Veitch Penny Solicitors had advised in writing that the transfer should be made in the name of the PC and not the Trustees of the Rec and that the final paperwork was now being completed.

Tree and tree stump requiring attention – Cllr Sims reported that this work had been completed but that the wood still needed to be chipped prior to the invoice being sent. The chippings would be left for the Wildlife garden.

Removal of rollers – Cllr Sims has spoken to the Chair of the Football club who confirmed that only 1 of the 2 rollers were in working order. Cllr Sims would see to moving the old roller.

Mower Service – it was reported that the mower was in good working order but may need new blades. It was proposed by Cllr Sims, seconded by Cllr Hodge and RESOLVED that the Clerk book the annual service with local company T&D Garden Machinery at Chitterly Business Park as advertised in Focus.

RoSPA/DCC Annual Inspection – see above.

16/66 Financial matters –

Payment of the Clerks net salary for February 2016	£184.00
Payment of tax to HMRC regarding Clerks salary for February 2016	£ 46.00
Payment to the Clerk for expenses (ink, card, heating, paper, stamps)	£ 43.62

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

Payment to DALC for Cllr Bright's New Councillor training £ 30.00

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

Payment to Viridor Credits for release of the grant funding in anticipation of refunds from Focus on Thorverton (received), The Leonard Trust and DCC £1,856.64

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

Payment to Visionict for PC Website set up and the first year's management fees £750.00

It was proposed by Cllr Wills, seconded by Cllr Hodge and RESOLVED that this payment be made – this payment is inclusive of VAT which will be re-claimed in due course and this payment has already been credited to the PC by way of Transparency Code Government Grant Funding.

The PC bank accounts totalled £36,255.13 as at 08/03/2016 (£30,000 ear-marked for the graveyard extension). Credits have been received to the PC's bank account of £750.00 from Focus on Thorverton (Viridor) and £586.16 representing the recent VAT re-claim.

It was proposed by Cllr Spivey, seconded by Cllr Hodge and RESOLVED that a transfer be made to the Business Reserve Account of £4,000.00 and the Clerk was asked to action this.

16/67 PC General Insurance Cover (AON) – the Clerk was asked to obtain like for like quotes from Came & Co and Parkers Insurance for further consideration prior to the renewal date of 1st June 2016. It was noted that the Mower insurance was with Parkers Insurance and the PC was happy for this to remain in place.

16/68 Annual Parish Meeting – after discussion it was agreed that this year's meeting should take place on 17th May at the Thorverton Memorial Hall and that guests, by way of village group committee representatives, be invited to attend and to speak for 5 minutes each and that refreshments would be provided. This was proposed by Cllr Crang, seconded by Cllr Bright and RESOLVED. The Clerk would make the arrangements and advertise the event.

16/69 TAP funding – a response is expected by the end of this month.

16/70 Committee Representative reports –

Memorial Hall – Cllr Hodge reported that the letter of support regarding Viridor Grant funding had been covered.

Focus – Cllr Turner reported that the AGM had been attended.

Raddon Hills Group – Cllr Spivey reported that the Lengthsman matter had already been covered and that a letter of complaint had been sent to Chair of DCC regarding Highways cost cutting in general. Clerk to forward minutes.

Thorverton School – Cllr Wills reported that the new Head Teacher was keen to make stronger links between the School and the community. It had been suggested that an event to walk the village footpaths could be an interesting project for all to enjoy where the School could do the research/posters and the PC could be involved with hosting the event. It was agreed that this matter should be put on next month's agenda.

TMGT – Cllr Spivey reported that the Friends of Millennium Green had pruned the willows and were continuing with the creating of a circular walk around the field. The working party meets monthly and all are invited to join in.

16/71 Parish Council Public Relations and Saturday Market – Cllr Lane had provided a report (circulated) regarding the January Market and Cllr Hodge advised of nothing to report from the February Market. Cllr Lane volunteered to attend the March Market armed with photos of the pending new play and gym equipment for the Rec. Cllr Lane suggested that the Parish Plan be reviewed and it was decided to put this on the next agenda.

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16/72 Village Defibrillator – the Clerk advised that this item was now the responsibility of the PC and that the £1,135.05 of associated funding would be transferred to the PC in due course for the sole use of the item and its ongoing requirements. Cllr Bright volunteered to be the third contact name in this respect together with the Clerk and local resident and project manager Maggie Dunlop. The Clerk would hold the manual and spare pads and see to the required weekly check until further notice. A member of the public would see to the monthly on-line feedback and provide general support.

16/73 PC Website – the draft website was now ready to review which the Clerk would do next week.

16/74 Communications – Vodafone - Cllr Spivey reported that a phone line to the Baptist Chapel was still pending.

16/75 Best Kept Village competition - Cllr Waldron had provided details which were read out to the PC advising that a competition would take place this year and that entry forms and further details were pending.

16/76 Dog bin in Jericho Street/rubbish bin at Berrysbridge Road bus stop – the Clerk had enquired as to whether these items could be installed and was awaiting a response.

16/77 Chairman's Allowance – after discussion it was proposed by Cllr Hodge, seconded by Cllr Wills and RESOLVED that £200 be allocated from the budget for this allowance for the coming tax year. The purpose of this allowance being, for example, to enable a small gift to be made where services, such as an internal audit at no charge, have been provided to the PC or to provide refreshments for the Annual Parish Meeting. These funds will appear in the PC's accounts in a separate column.

16/78 The Queens 90th Birthday celebrations – Thursday 21st April 2016 (circulated). Due to the lack of time available for joining the official beacon lighting scheme Cllr Crang volunteered to build an unofficial bonfire off Coliton Lane, at the top of Court Barton, to coincide with this date for the village to see. This would be independent from the PC. Residents would be welcome to walk to the bonfire.

16/79 Advising local press of village matters – It was suggested that the new website would be sufficient to advertise any PC good news until further notice and so this item could be removed from the agenda. The Clerk advised that the Viridor Grant Funding would be advertised in the local press in accordance with the funding terms and conditions. Cllr Lane reminded everyone of the free Social Media and IT training event at the Memorial Hall on the 16th March and that more information could be obtained from him.

16/80 Business at the Chairman's discretion –

- a) Cllr Hodge enquired as to whether the installation of mobile homes at Canns Farm had the correct planning permission and it was agreed to put this on the next agenda and that the Clerk should make enquiries.
- b) Cllr Sims enquired as to the village Speed Watch and it was concluded that due to volunteers backing out of the project it could not proceed.
- c) Cllr Bright enquired as to the blocked footpath at Yellowford and it was confirmed by Cllr Spivey that DCC had been made aware of this.
- d) Cllr Bright enquired as to whether the PC would like representation on the PCC as he would be glad to volunteer his services. The Clerk was asked to find out more regarding the Religious aspect of this.
- e) Cllr Spivey enquired as to whether it had any thoughts on whether a Solar Panel development in this area would be desirable or not but no comment was forthcoming from the PC.

The next Parish Council Meeting will take place on Tuesday 12th April 2016 at 7.30pm at the Thorverton Memorial Hall with Cllr Wills as Chair.

The meeting closed at 10.34pm.