

MINUTES of the THORVERTON PARISH COUNCIL MEETING held on Tuesday 12th December 2017 at the Thorverton Memorial Hall at 7.30pm

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

In attendance: the Clerk, C/Cllr Squires and PCSO Roberts.

Standing Orders suspended.

Open Session: there were no members of the public present.

Reports:

i) **D/Cllr Deed** – not present and no report supplied.

ii) **C/Cllr Squires** reported that she had attended the Parish and Town annual DCC Highways meeting where i) the Community Enhancement Fund had been promoted ii) the size that pot holes needed to be, prior to being filled, had been clarified and that any pot hole needed to have a rough edge prior to it becoming 'reportable' and iii) any Local Council with a Snow Warden, like Thorverton, are entitled to five times the usual amount of salt. The Chairman enquired as to whether Steve Tucker, DCC Highways, had inspected Dark Lane as yet as it was still closed. C/Cllr Squires advised that it would remain closed, for now, to protect the builders renovating the cottage at the end of the Lane. Following an enquiry regarding the closure of Thorverton Bridge and the effect on School Transport and the Emergency Services C/Cllr Squires advised that she would investigate the matter. It was reported that the Hulk Lane opening went well. Cllr Reygate asked about the awaited road signage, regarding HGVs, for Jericho Street and C/Cllr Squires agreed to chase this. Cllr Sims asked about a large scale planning application at Shobrooke and it was confirmed that this would be at Creedy Bridge. Cllr Turner asked about the emergency services gaining access to the village when the bridge is closed and C/Cllr Squires confirmed she would look into this.

iii) **PCSO Roberts** reported no crimes and two calls in October and no crimes in November. She advised that Speedwatch continues to be operational with no time limit as to how long it continues. The Chairman referred to correspondence received from a Parishioner (below) regarding traffic congestion in the village and asked what could be done. PCSO Roberts suggested that the Parishioner be referred to the Road Safety Office at DCC Highways and that a letter drop to residents regarding parking may be appropriate. She confirmed that the Police would be the correct contact should there be an obstruction in the road. C/Cllr Squires suggested that should double yellow lines be a Parish Council consideration requests for this could be put to her for escalation. PCSO Roberts left the meeting at this point.

Standing Orders resumed.

17/133 Apologies for absence: none.

17/134 Declarations of Interest: Cllr Bright declared a pecuniary interest in item 17/136 c and Cllr Lawson declared a pecuniary interest in item 17/138 a.

17/135 Confirmation of Minutes of the meeting of Tuesday 7th November 2017: it was RESOLVED (Cllrs Lawson and Turner) that the minutes be signed as a true record of the meeting after amendment to item 17/130 2 which should read 'field' instead of 'filed' as identified by Cllr Lane.

17/136 Development –

New Cemetery:

a) Feasibility study: Cllr Lawson confirmed that the study is ongoing

b) Planning application: Cllr Lawson confirmed that the application is pending and that she would need to download and pay in the region of £16 for the relevant ordinance survey map to accompany the application and asked that reimbursement be granted for this. It was RESOLVED that reimbursement would be granted (Cllrs Crang and Turner). The completed site plan and application would be ready for Council consideration at the January meeting prior to being submitted.

c) Letters to landowners: Cllr Crang took the chair as Cllr Bright had declared a pecuniary interest in this matter. Council was advised that 12 letters had been sent to local Landowners and that, to date, three replies had been received of which two were positive. These would be held in reserve should the Dark Lane site not proceed.

d) AC Archaeology - Heritage Lottery Fund enquiry: Cllr Bright took the Chair. Mr Valentin had e-mailed to advise that enquiries had been made to the Heritage Lottery Fund and that a response was pending.

Court Barton: DCH had e-mailed to advise that the S106 Deed of Variation is now being progressed to MDDC.

17/137 Communications:

a) E-mail from a resident regarding an objection to planning application 17/01652/FULL. Noted – see below

b) E-mail from Veitch Penny Solicitors confirming completion of the transfer of garage 5b. Noted

c) E-mail from Gilbert Stephens Solicitors regarding the transfer of garage 3b. Cllr Turner brought up the matter of maintenance on the garages, as mentioned at the last meeting, and had reviewed the Lease where, for example, the requirement to paint each garage every five years was recorded. After discussion Cllr Turner proposed, and Cllr Waldron seconded, that the garage 3b should be brought up to the standard as required by the Lease prior to any Licence being granted by the PC and this was RESOLVED. The Clerk would advise the Solicitors and garage Tenants.

d) Letter from Thorverton Co-operative Trust Ltd regarding PC support for a permanent village post office. Cllr Bright proposed that the matter be put on the January agenda for discussion to provide Cllrs with further consideration time. This was seconded by Cllr Hodge and RESOLVED.

e) Letter from a Parishioner regarding traffic congestion in the village. This matter was discussed with PCSO Roberts at the beginning of the meeting. Cllr Bright proposed that a letter be sent to the Parishioner advising that as the PC had previously resolved not to get involved with village parking issues, due to not having any statutory powers, it was unable to help on this occasion and the best route would be for the Parishioner to contact the Safety Officer at DCC Highways. This was seconded by Cllr Crang and RESOLVED.

f) E-mail received from a resident enquiring as to the street lighting in The Glebe. Cllr Lane confirmed issues with the lighting and suggested that the resident be referred to Western Power on tel. 0800 1976763 and be advised that further information on street lighting could be found on the DCC website. This was proposed by Cllr Bright, seconded by Cllr Hodge, and RESOLVED.

g) E-mail received regarding a letter of support for the refurbishment of Shobrooke Mill, Shobrooke. After consideration Cllr Bright proposed that a response be sent wishing the owners every success with the project but advising that as the Mill is not within the Parish of Thorverton the PC is unable to help. Contacting Chris Shears, MDDC, who is overseeing funding for Mill renovation currently could be an option however. This was seconded by Cllr Waldron and RESOLVED.

h) MDDC documentation circulated by the Chairman in the Clerks absence on i) free parking at Tiverton over the Christmas period ii) fly tipping and iii) modern slavery. It was agreed that as such information was informative the Clerk should circulate further e-mails.

i) Bus services during the closure of Thorverton Bridge. Confirmation of no additional bus services had been received. Cllr Squires was asked as to how the closure will be advertised and she agreed to investigate this matter and report back to the PC as soon as possible.

17/138 Planning Applications:

1) 17/01779/FULL Erection of a 1 bedroomed maisonette and 2 garages following demolition of existing garages and workshop at Dark Lane, Thorverton. The Clerk and Cllr Lawson left the room during the discussion due to both having a pecuniary interest in this item. It was RESOLVED to submit a comment of 'the PC concurs with the summary comments made by the Conservation Officer'.

2) 17/01734/FULL Erection of a general purpose agricultural building at Raddon Barton, Thorverton. The PC RESOLVED not to comment on this application.

3) 17/01652/FULL Retention of widening of two existing farm gateways, one to include associated engineering works, at the junction of Hulk Lane and School Lane, Thorverton. Cllr Crang clarified the position to

Council. It was confirmed that the application was for the retention of the work already having been carried out regarding the removal of hedges and that the drainage work had not yet been carried out. Cllr Lane suggested that this could, overall, be a possible improvement to the area even though hedging had been removed. Cllr Lawson proposed to make 'no comment' and this was seconded by Cllr Crang and RESOLVED (7 votes in favour, 1 vote against, 2 abstentions).

17/139 Planning decisions:

- 1) Appeal APP/Y1138/W/17/3175088** Land off Jericho Street, Thorverton. Dismissed. Noted.
- 2) 17/01454/FULL** Change of use of agricultural building to domestic garage to include replacement of part of the agricultural building Higher Trey Mill, Thorverton. Permission granted. Noted.
- 3) 17/01809/CAT** Notification of intention to reduce the height of one Leylandii Cupressus by 18 metres at Ockeroo, Thorverton. No objection – approved.

17/140 Planning Training: MDDC had confirmed to the Clerk that it would be offering Planning Training to Local Councils in the New Year and it was agreed, therefore, to await further information prior to looking elsewhere.

17/141 Highways:

- a. Dark Lane** – one updated Structural Engineers quote had been received with the second pending. It was agreed to postpone further consideration until the January meeting.
- b. Lamp posts** – no news had been received regarding the cobble work around the bases of the new posts.
- c. Jericho Street** – no news had been received regarding the new HGV sign(s) supported by C/Cllr Squires.
- d. Traffic calming** – no reply had yet been received regarding the mobile signage requirements.
- e. Thorverton Bridge closure** – it was reported that the bridge closure dates would now be from 8 – 19th January 2018 and that no additional buses would be provided to support the closure. C/Cllr Squires reported a road closure in Crediton, by Chapel Downs, which would also take place from 8th January, which could impact on Thorverton roads.
- f. Highways Conference** – Cllr Lane had recently attended this event and reported that the Community Enhancement Fund is a matched scheme and any claim for project 'labour' would need to be costed and evidenced. The fund can be used for new tools, pothole materials, grass cutting etc. Cllr Bright suggested that this source of funding may be available for the Dark Lane wall repairs.
- g. Quarry Car Park garages** – Cllr Turner read out the maintenance requirements, as stated in the Lease, which specifies that garages should be insured in the names of both the PC and the Tenant, against loss or damage by fire flood and other risks, and that the PC should see sight of the insurance policy on demand. It also states that the garages should be kept and maintained in good tenable repair and should be painted (as applicable) every five years. Cllr Spivey voiced concern about the unsafe looking concrete on some garages and it was agreed that the maintenance of all garages should be reviewed. Cllr Turner proposed that the PC write to all garage Tenants pointing out the Lease requirements, covering both maintenance and insurance, with a request for Tenants to address any maintenance matters as soon as possible and to provide a copy of the insurance document in joint names. This was seconded Cllr Waldron and RESOLVED unanimously. The matter would be reviewed further at the January meeting. The Solicitors had been chased for a response regarding the annual ground rent enquiry.
- h. Jubilee Green transfer** – it had been confirmed by the PC's Solicitors that the Church Commissioners had not moved this matter on any further, to date, and so the transfer to the PC remains uncompleted. Cllr Crang proposed that the Solicitors be asked as to whether claiming Possessory Title would be appropriate as an alternative route in which to complete the transfer. This was seconded by Cllr Hodge and RESOLVED.

17/142 Grant Funding to Thorverton PCC: Cllr Waldron reported, on behalf of the Working Party, the limitations, by law, regarding grant funding by a Local Authority to a Church. After consideration Cllr Waldron proposed that a grant of £750, as requested, be agreed. Cllr Lawson seconded this which was RESOLVED.

The Chairman suggested that agenda item 19 be brought forward to this point which was agreed.

17/143 Part 2: To resolve that due to the sensitive nature of item 20 the business is dealt with under Part 2, in accordance with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972, and that the press and public leave the meeting until the business has been concluded.

17/144 Clerks salary review: Cllr Bright reported that following a meeting of the Employment Working Party the Clerk had received initial feedback regarding a requested pay review. The Clerk, in response, had requested that any Council discussion on the matter be postponed until the January meeting to allow for additional information to be sourced. Cllr Bright proposed that the matter be postponed which was seconded by Cllr Turner and RESOLVED.

17/145 Section 106 Funding: it was confirmed that the funding currently available to spend on open spaces within the Parish is £10,336.50 with a further £6,922 due upon completion of the Court Barton development. The Broadlands S106 funding amount is expected to be a further £7,994. but as no decision notice has yet been issued on this development the amount was uncertain. It was noted that since the change in S106 rules in 2015 S106 funding was no longer accumulating in a S106 pot but was being allocated, by development, to specific projects such as the Thorverton AFC changing room improvements. Cllr Lawson suggested that the PC put forward to MDDC future projects to enable S106 funding to be allocated accordingly. It was RESOLVED that the PC should submit a request to MDDC asking for future funding to be allocated to a provision for the improvement of public open space and recreational facilities in the Parish including the regeneration of the Barliabins area. This was seconded by Cllr Spivey and RESOLVED. It was RESOLVED that public involvement, for the spending of the accumulated 'pot' of S106 funding, should be by way of a notice posted on the PC website and noticeboards, in Focus, on Next Door and the Thorverton Community Facebook. Suggestions to be addressed to the Clerk. A Working Party, comprising of Cllrs Lane and Waldron, would put the notice together for Council consideration at the January meeting. This proposal was made by Cllr Bright and seconded by Cllr Spivey.

17/146 Secure Storage: Cllr Crang suggested, on behalf of the Working Party, that as the current ride on mower is seven years old, and the cutting edge only 4 foot wide, the dimensions of a replacement mower should be considered prior to the agreement of which secure storage to purchase and this was agreed. The Working Party would report further at the January meeting. It was noted that the £600 TAP funding award was pending.

17/147 Financial matters:

- 1) It was RESOLVED that the following payments be made (Cllrs Turner and Crang) -

December	Clerk salary - no tax due		£309.69 (no VAT)
	Cllr Waldron	Christmas trees - reimbursement	£ 80.00 (no VAT)

- 2) It was noted that the bank balance as at 01/12/2017 stood at £46,817.78, with £600 TAP funding to be added and £32,157.50 of earmarked funds to be deducted, making the overall free funds £15,260.28
- 3) It was noted that a VAT reclaim of £1,016.32 was included within the above balance.

17/148 Recreation Ground: Cllr Sims reported that a very reasonable quote of £300 had been received for the tree work required at the Rec. It was proposed by Cllr Spivey that this quote be accepted which was seconded by Cllr Lawson and RESOLVED. The Playline quote, to replace the rotten wooden posts, had not yet been received.

17/149 Christmas Trees: Cllr Waldron reported that the Christmas trees for the Jubilee Green and Memorial Hall field had been purchased at a cost of £80. He proposed that 'thank-yous' be sent to those involved in the collection and erection of the Jubilee Green tree and this was seconded by Cllr Spivey and RESOLVED. Cllr Bright thanked the Cllrs involved for their help. It was RESOLVED that the Clerk send an invoice and 'thank-you' to the resident who had pledged £40 to cover the purchase price of the Jubilee Green tree (Cllrs Sims and Spivey).

17/150 Christmas cards: it was proposed by Cllr Bright that Christmas Cards be sent to the TPC volunteers, as listed in the Clerks records, to thank them for their work around the Parish over the past year. This seconded by Cllr Waldron and RESOLVED.

17/151 Representative Reports:

TMGT – nothing to report, Raddon Group – nothing to report, Memorial Hall – an e-mail regarding ‘safer driving for longer workshops’ would be sent to the Clerk for consideration for the January agenda. It was confirmed that the PC would commence meetings at the WI hut from April 2018. Saturday Market feedback had been received from Cllr Lane and circulated. December feedback was pending from Cllr Reygate. There would be no Saturday Market in January. School – nothing to report, Focus – nothing to report.

17/152 Business at the Chairman’s discretion:

1) The Clerk reported that the PC owned laptop had been lent to TADS and that a signed disclaimer had been signed.

17/153 The date of the next meeting was agreed as Tuesday January 9th 2018, at 7.30pm, at the Thorverton Memorial Hall.

The meeting closed at 21.47

Chairman