

**MINUTES of the THORVERTON PARISH COUNCIL MEETING held on Tuesday 9th January 2018,
at the Thorverton Memorial Hall, at 7.30pm**

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

In attendance: the Clerk, PCSO Roberts.

Standing Orders suspended.

Open Session: two members of the public were present and one wished to speak on two topics. Mrs Greed provided an update on the legal position of Hulk Lane, regarding maintenance for example, and advised that signs for the bridleway are expected to be erected shortly and that, in the spring, a wild life planting session will take place involving the School. Mrs Greed also gave an update regarding the Yellowford Farm Planning Application and advised that a further plan is pending which will include the removal of more old hedgerows with the replacement being a concrete splay which would encourage water run off issues. Cllr Crang referred to the Planning Application and confirmed to the Parish Council (PC) that Highways had recommended a 25m vision splay at the end of Hulk Lane, and also opposite Rose Park, being similar to other applications viewed by the PC recently. It is expected that the new application will be received by the PC for comment shortly and it was confirmed that Mrs Greed's comments would be taken into consideration when putting together a response.

Reports:

D/Cllr Deed – not present and no report submitted.

C/Cllr Squires – not present and no report submitted.

PCSO Roberts was present and had submitted a report. She advised the PC that 1 crime had been reported in December being an outbuilding break in although nothing had been taken. Cllr Hodge reported that a white van, with speed camera, had been seen in Silver Street recently. Cllr Spivey enquired as to any feedback regarding a suspicious white transit van with foreign number plate seen in the village recently but PCSO Roberts had nothing to report on this. The Chairman thanked PCSO Roberts for attending the meeting.

Standing Orders resumed.

17/154 Apologies for absence: Cllr Reygate (holiday), Cllr Sims (no reason given), C/Cllr Squires (illness).

17/155 Declarations of Interest: none.

17/156 Confirmation of Minutes of the meeting of Tuesday 12th December 2017. It was RESOLVED that the minutes be signed as a correct record of the meeting (Cllrs Turner and Spivey).

17/157 Development

1. New Cemetery:

a) Feasibility Study – the working party reported that this matter is ongoing.

b) Planning Application - Cllr Lawson explained the plans to Council and it was confirmed that they exclude Barliabins as it was hoped that this area would benefit from S106 funding. It was agreed, at this stage, not to submit the planning application until more information on the grant funding situation (below) had been received.

c) The Clerk confirmed that no further letters, other than the two already on file, had been received from Landowners.

d) A response had today been received from the Heritage Lottery Fund (HLF) advising that it was not able to assist in funding for the archaeological dig on the Dark Lane site if the work was a statutory requirement relating to the gaining of planning permission. Cllr Lawson volunteered to investigate this matter further and report back next month.

2. Court Barton:

DCH had e-mailed to confirm that MDDC are now reviewing the submitted amendments to the S106 Agreement Deed of Variation. Cllr Lane proposed that D/Cllr Deed be asked to support the PC with this matter which was seconded Cllr Waldron and RESOLVED.

17/158 Highways

a. Dark Lane – three Structural Engineers quotes were reviewed, with Cllr Lawson kindly making comparisons between them for Council consideration, and it was confirmed that this investigatory work is required to enable the best way to rebuild the wall to be established and once this is known costings can then be investigated. Cllr Waldron proposed that the fixed price quote, from StructureHaus, be accepted and this was seconded by Cllr Crang and RESOLVED. The Chairman advised that, in addition to the Engineers work, a digger and driver would need to be sourced to enable the initial investigatory work to be completed. Cllr Hodge proposed that the digger and driver be sourced which was seconded by Cllr Crang and RESOLVED. It was noted that Dark Lane will remain closed, for safety reasons, until the work on Crossways Cottage has been completed.

b. Lamp posts – no update had been received regarding the replacement cobble work around the bases of the new posts. Clerk to chase.

c. Jericho Street – no update received - C/Cllr Squires has again been asked to chase the new HGV sign(s).

d. Traffic calming – no update had been received regarding mobile signage requirements. Clerk to chase.

e. Thorverton Bridge closure – the bridge is currently closed and will re-open by 18 January 2018.

f. Jubilee Green transfer – the Solicitors had advised that the best way forward to complete the transfer from the Church Commissioners to the PC is to register the transfer at the Land Registry. It was proposed that the Solicitor be asked to go ahead with the registration by Cllr Crang, seconded by Cllr Spivey, and RESOLVED.

17/159 Grant Funding:

Following a report from the working party it was RESOLVED that -

a) Tiverton & District Community Transport Association/Ring and Ride (TDCTA) should be granted the sum of £200 (Cllrs Turner and Hodge)

b) Torridge, North, Mid and West Devon Citizens Advice (CAB) should not be granted any funds due to it not being a local organisation, as required by the PC's updated Grant Funding Policy, and due to feedback from parishioners (Cllrs Turner and Lawson).

17/160 Secure Storage:

Following an update from the working party it was agreed that further information, regarding the size of the store to be purchased, was required and so the matter will appear on the next meeting agenda.

17/161 Financial matters:

1) It was RESOLVED that the payments listed below be made (Cllrs Crang and Lawson)

January	Clerk salary - no tax due	December 2017	£309.69 (no VAT)
	Clerks expenses	Stamps, cards, heating	£ 18.57 (no VAT)
	Secure Storage – Mrs May	Quarterly rent	£ 65.00 (no VAT)
	GX Accounting	PAYE to 05/01/2018	£134.50 (no VAT)

2) It was noted that the invoice from GX Accounting was higher than anticipated and quoted due to historic issues on the PC's PAYE records, as identified by the Accountants, which needed to be corrected. The Clerk was asked to obtain a breakdown of costs to date and a quote for the rest of this year.

3) The bank balance, as at 1st January 2018, was noted to be £45,679.48, with earmarked funds standing at £32,557.00, giving a general available balance of £13,122.48

4) It was noted that the £600 TAP funding had not yet been received and had been chased.

5) It was noted that resident Karl Wilson had kindly donated £40 to pay for the Jubilee Green Christmas tree and that a thank you letter had been sent.

17/162

i) Part 2: It was RESOLVED that due to the sensitive nature of the following item the business be 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 (Cllrs Bright and Turner).

ii) Clerks salary review: the Clerk left the room during this discussion. Following a report from the working party, and a review of documentation supplied by the Clerk, it was RESOLVED that the Clerks role be re-evaluated and that the salary scale be increased from SCP 22 to SCP 24 on the NALC pay scales (Cllrs Bright and Turner). It was further RESOLVED that this pay increase would take place with effect from January 1st 2018 (Cllrs Turner and Waldron).

17/163 Budget review and setting of the Precept for the 2018/2019 tax year:

The circulated budget document was reviewed and after full consideration Cllr Crang proposed that the precept demand for the 2018/2019 tax year be set at £19,518.00 net after deduction of the MDDC grant funding. It was noted that this amount was static on last year's demand. This was seconded by Cllr Waldron and RESOLVED. The documents can be seen on the PC website.

17/164 Section 106 Funding:

a) The working party presented the wording for the poster to Council, regarding the inviting of suggestions from the public on how the current S106 pot of funds could be spent, and after discussion it was RESOLVED that the poster should be produced and published (Cllrs Bright and Lawson).

b) It was reported that MDDC had not yet updated the Clerk regarding the allocation of future S106 funds to specific projects or as to the expectations of S106 funding for the proposed Broadlands development.

17/165 Quarry Car Park garages:

Further to last month's discussions a letter was read out from the proposed purchaser of garage 3b, undertaking to make good any maintenance matters, and after consideration it was RESOLVED to grant the Licence to transfer the garage (Cllrs Turner and Lawson). The Chairman's proposal to amend the Lease, to bring it more in line with current day requirements, was not taken further due to the difficulties in amending such a document.

17/166 Post Office: due to time restraints it was agreed to postpone the discussion regarding support to find a permanent home for the post office until the next meeting.

17/167 Communications:

- a) E-mail from resident regarding the PC's comment on Planning Application ref: 17/01652/FULL. It was RESOLVED that Cllr Lawson would support the Clerk in a response to the resident (Cllrs Lawson and Hodge).
- b) E-mail from MDDC confirming no Referendum limits on CTax increases for the next 3 years at least. Noted.
- c) E-mail from D/Cllr Deed regarding Parish support. It was noted that D/Cllr Deed had not recently attended a monthly PC meeting or submitted a report. It was agreed to add D/Cllr Deed to the e-mail circulation list again.
- d) E-mail from DALC - Royal Garden Party nomination. It was RESOLVED that past Parish Councillor, Mr Michael Ayre, and partner should be nominated again this year (Cllrs Turner and Hodge).
- e) E-mail from Silverton PC requesting a letter of support for TAP funding towards a new defibrillator. It was RESOLVED that a letter of support be given (Cllrs Bright and Waldron).
- f) E-mail from a resident enquiring as to when the verge work in School Lane will be completed. It was agreed that the Clerk would chase the work involving the shortening of the new zig zag lines to enable the verge work to go ahead. It was confirmed that funding had been earmarked for this task. C/Cllr Squires would be asked to support this.

17/168 Planning Applications: none received to the date of the meeting.

17/169 Planning Decisions:

- a) **17/01734/FULL** erection of a general purpose agricultural building at Raddon Barton, Thorverton. **Granted.**
- b) **18/00012/NMA** non material amendment for 13/00989/FULL to allow alterations to windows and change of roof materials from tiles to slate at land to the rear of the Exeter Inn, Bullen Street, Thorverton. **Granted.**

17/170 Recreation Ground: Cllr Sims was not present to provide an update.

17/171 Allotments update: due to time restraints it was agreed to postpone this item until the next meeting.

17/172 Code of Conduct: it was noted that this document had been circulated as a general reminder.

17/173 Standing Orders and Financial Regulations review:

After a review by the Clerk it was RESOLVED that neither document required amendment at this time and that the next review should take place in January 2019 (Cllrs Bright and Crang).

17/174 Village Tidy Up Day: due to time restraints it was agreed to postpone this matter until the next meeting.

17/175 Representative Reports and Saturday Market:

TMGT – a tidy up day would take place shortly and all are invited to help out. **Raddon Group** – no meeting.

Memorial Hall – bookings have increased and events can be seen in Focus and on the noticeboards outside the village shop and the Hall. **School** – the 6 foot fencing is now being erected, as previously advised, along the top end of the playing field. **Focus** – nothing to report. Cllr Spivey volunteered to attend the February **Saturday Market**.

17/176 Business at the Chairman's discretion:

- 1) Cllr Turner gave thanks to the unknown person who had cleaned up Cleaves Steps recently.
- 2) The Chairman reminded Councillors, and residents, that from the May 8th PC meeting, and up to and including the October meeting, the meeting venue would be the WI Hut. Cllr Hodge noted this on behalf of the Memorial Hall.

17/177 Date of the next meeting:

The next PC meeting will take place on February 13th 2018, at 7.30pm, at the Thorverton Memorial Hall.

The meeting closed at 10.20pm

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