

**MINUTES OF THE THORVERTON PARISH COUNCIL MEETING held on Tuesday 13th February 2018
at the Thorverton Memorial Hall at 7.30pm**

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

In attendance: the Clerk. C/Cllr Squires was present for part of the meeting.

Standing Orders suspended.

Open Session: no members of the public were present.

Reports: i) D/Cllr Deed – not present and no report.

ii) C/Cllr Squires – no report.

iii) PCSO Roberts - e-mail advising of no crimes in January and only 5 calls to the Police.

Standing Orders resumed.

17/178 Apologies for absence: Cllr Reygate – holiday, Cllr Lane – illness.

17/179 Declarations of Interest: Cllr Lawson – pecuniary interest in planning application ref: 17/01779/FULL.

17/180 Confirmation of the meeting Minutes from Tuesday 9th January 2018: it was RESOLVED that the minutes were a true record of the meeting (Cllrs Turner and Spivey).

17/181 Development:

The New Cemetery -

a) Cllr Lawson reported that she had spoken with Mr Valentine, AC Archaeology, who had confirmed that the wording on the grant funding application to the Heritage Lottery Fund (HLF) had been amended. The application now sits with Mr Reed, DCC, for comment and who is to arrange a letter of support from the Devon Archaeology Society. It was confirmed that the PC would be asked to agree the application prior to submission to the HLF.

b) It was agreed that the planning application submission to MDDC should be put on hold for a further period pending a response from the HLF.

Court Barton – DCH had advised that its Solicitors had not yet received any update from MDDC. The Clerk reported that the person dealing with the matter at MDDC was on leave until 15th February after which she would chase for an update on behalf of the PC.

17/182 Highways:

a. Dark Lane – Cllr Bright reported that he had been in contact with Structurhaus, regarding the inspection hole, and that arrangements had been made to move this investigatory work forward.

b. Lamp posts – no update had been received regarding the replacement cobble work around the bases of the new posts. Cllr Bright proposed that a letter be sent to C/Cllr Squires, copied to the Conservation Officer at MDDC, and this was seconded by Cllr Crang and RESOLVED.

c. Jericho Street – DCC Highways had forwarded example wording for the road sign and after discussion it was RESOLVED (Cllrs Bright and Turner) that the wording should be 'Unsuitable for HGV's' and be of font size 100mm with a blue background and white wording. The sign would be put in place by the Handyman on Jubilee Green in clear view of approaching vehicles from Silver Street. On the recommendation of C/Cllr Squires Ken White signs, Tiverton, would be asked to make the sign. C/Cllr Squires was thanked for her support with this matter.

d. Traffic calming – no update had been received from DCC Highways regarding mobile signage requirements and so Cllr Bright proposed that a letter be sent to C/Cllr Squires to request support in this respect. This was seconded Cllr Lawson and RESOLVED.

e. Jubilee Green transfer – Cllr Bright reported that documents had now been received from the Solicitors for signature and return regarding the registering of the Jubilee Green with the Land Registry. It was RESOLVED that Cllr Crang look over the documents, prior to them being signed and returned to the Solicitor, and that payment of £40 be made to cover Land Registry charges (Cllrs Bright and Spivey).

f. School Lane verge work and zig zag lines – no update had been received from Highways regarding the shortening of the zig zag lines. Cllr Bright read out an e-mail received from S Parkes, Thorverton School, and it was RESOLVED that the Clerk reply stating that a) no diagram of the zig zag lines exists at present but that the Clerk would produce one and b) there had been no feedback from Highways regarding the shortening of the lines to date (Cllrs Bright and Lawson). The e-mail also enquired as to when the verge would be taken back to provide more parking space and after discussion Cllr Crang proposed that all Cllrs look at the verge, prior to the March meeting, so that the matter can be discussed further and that S Parkes be advised accordingly. This was seconded by Cllr Bright and RESOLVED. (7 votes in favour, 1 vote against).

17/183 Secure Storage: an update was provided by the working party and it was RESOLVED (Cllrs Hodge and Spivey) to purchase a metal Gladiator lockable P2 shed, Police approved, size 7 x 14 foot, at a cost of £1,910. plus a floor costing £210., erection at approximately £100., and base preparation at approximately £100. (VAT reclaimable). It was confirmed that the MDDC TAP funding grant of £600. towards this project had now been credited. Cllr Crang proposed that the Clerk arrange for the base preparation to be completed locally, under the Supervision of Cllr Hodge, up to an amount of £250. prior to the shed being ordered. This was seconded by Cllr Turner and RESOLVED.

C/Cllr Squires joined the meeting at this stage.

17/184 Handyman report: the circulated report was considered and outstanding duties were RESOLVED as being: Strim the bank behind the garages in the Quarry Car Park, clear the debris at the Quarry Car Park, strim along the road at the Rec, re-cork both noticeboards, clear the surface water/pipe at the bottom of the footpath leading from The Glebe to School Lane, create a channel for surface water from Crediton Road, past Raddon Court, to the adjoining field, cement approx. a metre along the base of the leat outside of the Church to stop a leak springing up through the road outside of Bell House – the leak may not be due to the leat, clear the village leats of leaves and debris, spray the cobbled footpaths using salt on a trial area and to assess the results, cut the grass as required and working around DCC/MDDC rota, cordon off relevant areas in the Quarry Car Park for the Dark Lane investigatory dig work, investigate two pot holes in Silver Street (Cllrs Bright and Crang).

It was noted that two places had been booked on a local strimming course - dates pending.

17/185 Finance:

a) It was RESOLVED that the Clerk attend a DALC training course, cost £40 plus VAT, on the new Data Protection rules and requirements (Cllrs Crang and Turner).

b) It was RESOLVED that Cllr Lane would attend the DALC Planning Course on behalf of the PC, cost £30 plus VAT, on 26th April 2018 (Cllrs Lawson and Waldron). It was RESOLVED that Cllrs Waldron, Hodge and Bright would attend MDDC Planning Courses at no cost (Cllrs Lawson and Waldron).

c) It was RESOLVED to renew the annual subscription to the Society of Local Council Clerks (SLCC) at £84.00 no VAT (Cllrs Bright and Turner).

d) It was RESOLVED to pay 50% of the total annual subscription to McAfee Laptop Security at £45.00 no VAT with the Clerk paying the remainder to cover personal usage (Cllrs Turner and Waldron).

e) It was RESOLVED that the Clerk accept the offer from Mrs Channin to complete this year's Internal Audit at no cost (Cllrs Bright and Waldron).

f) It was RESOLVED that the following payments be made (Cllrs Bright and Turner):

February	Clerks salary	January 2018	£328.62 (no VAT)
	McAfee Laptop Security	Annual subscription - reimbursement to Clerk	£ 45.00 (no VAT)
	Groundsure Ltd	New Cemetery area map - reimbursement to Cllr Lawson	£ 30.43 (inc VAT)
	Society of Local Council Clerks	Annual membership renewal	£ 84.00 (no VAT)

g) An explanation, regarding fees, from GX Accounting was noted.

h) The bank balance of £45,111.72 as at 1st February 2018 was noted. This figure does not include the £600 TAP funding credit or the above payments. After deduction of the 'earmarked funds' of £32,557.00 the funds available to spend total £12,554.72

i) It was noted that the requirement for a third signature on PC payments had now been removed.

17/186 Section 106 Funding:

A) Cllr Bright reported that the poster advertising the available funding would be available shortly. Feedback had been received from a resident suggesting the upgrading of the Sheep Dip and this would be listed with any other suggestions for Council consideration. Cllr Spivey suggested upgrades to the footpaths in the Millennium Green but was advised that funding is not available for footpaths.

B) MDDC had requested further information in connection with the PC's plans for the direction of future S106 funding and the updating of the Barliabins Plantation. After lengthy discussion Cllr Bright proposed that a working party be set up to take this matter forward which was seconded by Cllr Waldron and RESOLVED. Cllrs Spivey, Sims and Turner volunteered and would report back to Council next month.

C) MDDC had confirmed that any S106 funding from the proposed Broadlands Development would be allocated to Thorverton Football Club for the improvement of sports facilities. Cllr Lawson proposed that this decision be challenged in lieu of there not yet being a signed S106 agreement in place and as the PC would strongly insist that its input was considered prior to any Agreement being signed. This was seconded by Cllr Bright and RESOLVED. The e-mail would be copied to the Chief Exec. of MDDC.

17/187 Post Office: after discussion, regarding PC support with a permanent site for the Post Office, Cllr Crang proposed that a working party meet with TCT members to discuss the matter further and this was seconded by Cllr Waldron and RESOLVED. Cllrs Waldron and Bright volunteered to form the working party in order to provide feedback at a future meeting.

17/188 Communications received to the date of the meeting:

a) E-mail from G Cave, a Quarry Car Park garage owner, regarding garage Insurance. After discussion it was agreed to respond in that as the Lease requires the garage insurance to be in the joint names of the garage owner and the Landlord (PC) then this must be adhered to.

b) E-mail from Devon Air Ambulance Helicopter Community Landing Sites. Cllr Waldron proposed that DAA be invited to visit the village in order to identify any potential sites and to provide a report for Council review. This was seconded by Cllr Spivey and RESOLVED.

c) E-mail from S Parkes, Thorverton School, regarding the zig zag lines and the verge work in School Lane – covered above.

d) Thank you letter from TDCTA regarding the giving of recent grant funding. Noted.

e) Notification of road a closure at Latchmoor Cottages 23–27 April 2018. Noted.

f) E-mail from M Dunlop regarding rook nests in the School field. It was RESOLVED that the response should be that the PC does not wish to pursue this matter at this stage as formal representation from the School had not been received (7 votes in favour, 1 vote against).

g) DCC Traffic Sensitive Street Review. Noted.

h) E-mail from J Lane regarding ice on village roads. Cllr Sims reported that anyone can spread grit/salt on parish roads but that he, as the Snow Warden, would deal with any snow issues. The Clerk would respond to the resident accordingly.

i) Review of Local Government Ethical Standards - Stakeholder consultation. Noted.

j) E-mail from E Homes regarding the spending of S106 funding on the Sheep Dip – covered above.

C/Cllr Squires left the meeting at this point.

17/189 Planning Applications:

a) 18/00036/CAT Notification of intention to reduce 1 Monterey Cypress by 3m; reduce 1 Leylandii tree by 8m; remove 2 stems on 1 Monterey Cypress, remove one branch on 1 Lime tree and fell 1 Ash tree within the Conservation Area at The Garden House, Dinneford Street, Thorverton. Cllr Crang proposed that a comment relating to the work appearing to be quite extensive be submitted adding that as long as the Conservation Officer was satisfied with the application then the PC should be too. This was seconded by Cllr Hodge and RESOLVED.

b) 17/00123/FULL details pursuant discharge on application - conversion of threshing barn and outbuildings to live/work unit – non material amendment split decision 19/4/2011 at Court Barton, Thorverton. Noted.

c) 17/01716/FULL additional drawings (date 12th Jan) - reinstate access and farm track to agricultural land at School Lane, Thorverton – see below.

d) 17/01716/FULL revised drawings (date 7th Feb) - reinstate access and farm track to agricultural land at School Lane, Thorverton. The PC RESOLVED to submit the following comments and to object to the plans: ‘the revised drawings do not provide the information required to address the objections raised by the local Highways Authority. No levels, or sections, have been shown and the drawings do not demonstrate that the access gradient can be achieved at one in ten. The retention of the bank obstructs visibility above 600mm. Soakaway does not indicate a depth. An apron of 10 metres, as required by Highways, does not seem to have been addressed. Visibility splays should be shown in both directions from both exits (Cllrs Lawson and Crang).

e) 17/01652/FULL revised and additional drawings (date 9th Feb) retention of widening of two exiting farm gateways one to include associated engineering works at junction of Hulk Lane and School Lane, Thorverton. Cllr Crang proposed that no comment be made which was seconded by Cllr Lawson and RESOLVED (5 votes in favour, 3 votes against).

f) 17/00467/HOUSE and 17/00468/LBC details pursuant conversion of barn to annex to include new roof, repair of walls and cladding, insertion of roof lights and replacement windows and doors at Court Barton, Thorverton. Noted.

g) 18/00096/FULL conversion of barn to dwelling at Pitt Farm, Thorverton. It was RESOLVED that no comment be submitted on this application (Cllrs Bright and Lawson).

The Clerk and Cllr Lawson left the room during the next item.

h) 17/01779/FULL revised drawings (date 29th Jan) erection of a one bedroomed dwelling with garage following demolition of an existing garages and workshop at Dark Lane, Thorverton. It was RESOLVED that no further comment be made on this application and that the latest comments of the Conservation Officer had been noted (Cllrs Bright and Crang).

The Clerk and Cllr Lawson re-joined the meeting at this stage.

17/190 Planning Decisions: none.

17/191 Getting best value from our District and County Councillors:

Cllr Waldron gave a detailed overview of both these roles and asked Council to consider whether it and the Parish were currently getting the most from both sources and, if not, what could be done about it. After discussion, which resulted in the PC agreeing that more could be gained from a better relationship with the D/Cllr, Cllr Lawson proposed that a letter be sent to D/Cllr Deed, on behalf of the PC, stating that it realised that communications had broken down between the two parties and that as this was not in the best interest of the Parish the PC would like to try to rectify any issues. In order to do this the PC would invite the D/Cllr to the March PC meeting to discuss the situation. Seconded Cllr Waldron and RESOLVED.

17/192 School Annual Report to Council: Cllr Bright read out the annual report which was noted.

Due to the time it was RESOLVED to postpone the following items until the March meeting:

17/193 Recreation Ground – postponed until the March meeting.

17/194 Allotments – postponed until the March meeting.

17/195 Village Tidy Up Day – postponed until the March meeting.

17/196 Representative Reports – postponed until the March meeting. Cllr Bright volunteered to attend the March 10th Saturday market on behalf of the PC.

17/197 Business at the Chairman's discretion:

- 1) Cllr Sims reported that the refuse and recycling lorries had churned up the grass in Cleaves Close and that he would contact C/Cllr Squires about this.
- 2) Cllr Hodge advised that a) the Memorial Hall was considering a regular Tuesday night booking which would mean future PC meetings starting at 7.45pm – it was agreed to put this on a future agenda and b) the Christmas tree lighting would take place on a Sunday going forward.
- 3) Cllr Bright reported that the Licence to assign garage 3b at the Quarry Car Park had been signed and witnessed, under delegated authority, and would now be returned to the Solicitor.

17/198 The next Thorverton Parish Council meeting will take place on March 13th 2018, at 7.30pm, at Thorverton Memorial Hall and all are welcome to attend.

The meeting closed at 10.22pm