

MINUTES of the THORVERTON PARISH COUNCIL MEETING held on 10th July 2018
7.30pm at the Thorverton W.I. Hut

Present: Cllr N Bright (Chairman), Cllr S Crang (Vice Chairman), Cllr J Hodge, Cllr N Lane, Cllr R Turner, Cllr G Sims, Cllr D Reygate, Cllr D Waldron and Cllr H Lawson.

In Attendance: the Clerk, D/Cllr Deed and 4 members of the public.

Public Open Session: 2 members of the public wished to speak -

1) MDDC Planning Committee Meeting – School Lane planning application ref: 17/01716/FULL. Disappointment was voiced as the Parish Council had not sent a representative to the last MDDC Planning Committee Meeting. The resident acknowledged that the PC had objected to the application and had attended other meetings. The PC was asked to consider sending a representative to tomorrow's MDDC meeting and was reminded that 120 letters against the application had been submitted. The Chairman confirmed that the matter would be discussed later.

2) Communications – concerns were voiced regarding letters received by the PC that did not appear to be available for public view and it was suggested that communications were being vetted. Comments regarding the current zip folder process, being used by the PC to upload documents to the website, being inappropriate were also made and an immediate response was requested from the PC regarding its communication process. The Chairman replied in that as far as the PC was aware all relevant, and allowable, correspondence was being published on the website. It was confirmed that the matters raised would be taken forward for discussion by the PC. The Chairman continued by stating that the PC is as open and transparent as possible and that letters are answered appropriately and in a timely manner. Cllr Lane added that on some occasions, when deemed relevant, a response may be delayed until the PC had discussed the correspondence at a full meeting.

Reports:

i) D/Cllr Deed reported that the hedgerows along Silver Street are overgrown, and full of nettles and brambles, making it difficult for children, mothers and the disabled to use the pavements. He requested that the PC ask all relevant land owners to cut back the hedges and that the matter be reported to DCC Highways.

I was noted that the Silverton Room 4 U was now open for everyone in the surrounding area to use.

MDDC had decided that the fine for littering will go up to £150 maximum and D/Cllr Deed urged anyone evidencing littering to report it to MDDC and that the same would apply to dog fouling. It was noted that dog faeces can now be placed in any bin.

In December the long stay car parks in Crediton, Tiverton and Cullompton, will be free of charge on Saturdays and that more information on this could be found on the MDDC website.

D/Cllr Deed is involved with railway issues and reported that Great Western and Cross Country seem to be looking to remove Tiverton and smaller towns from their schedules. The West Country service is now up for consultation and may just run from Exeter to Bristol direct. Cllr Waldron asked about the Exeter/Okehampton line and D/Cllr Deed confirmed demand for this service and that a 7 day a week trial service would take place from this autumn and that a new station, Okehampton Parkway, may become a reality to ease traffic congestion from North Devon and Cornwall into Exeter. He added that the 55b bus service into Exeter is now every 75 minutes, not hourly, and commented that the service would continue to shrink unless people use it.

ii) C/Cllr Squires had e-mailed a report - this year is 100 years since the suffragettes won votes for woman and thanks to the starting of the movement woman today can take part in all areas of democracy. DCC has a female Chairman, Cllr Caroline Chugg, and lady Councillors in both the DCC and MDDC Cabinets. We also have, of course, a lady Prime Minister and it is great that woman are now recognised on an equal basis. MDDC are having a tree planting ceremony in Peoples' Park in Tiverton on 6th July in celebration. It has been possible to identify at least 4 women who were active in the Mid Devon area in the fight for women to gain the vote: Olive Hepburn from Bradninch, Bertha Lake and Ada Jefford from Tiverton and Amy Montague from Crediton.

Fairer funding: Cllr James McInnes, Cabinet Member for Children's services at DCC, recently met with Damien Hinds MP, Secretary of state for Education. DCC is part of the F40's group of Authorities who are arguing for fairer funding for our schools as there is a real concern about the national funding formula. For the **Schools Block**, passed direct to schools, we want to see one National Funding Formula (NFF). For the **high needs block** which includes Special Educational Needs and Disabilities (SEND) it needs to take into account the increasing demands of the higher needs as medical improvements take place. We need a review of the **early years** national formula to make it fit for future use with fair funding for early years providers to take account of the pressures of the living wage and the impact of the 30 hours provision. This is relevant to Thorverton with its school and play group/preschool.

ii) **PCSO Roberts** had e-mailed to advise that she would no longer be supplying monthly crime statistics and that, instead, these could be found on the Police website. The Clerk reported that no crimes were showing on-line for the Thorverton area during the month of May being the latest statistics available.

iv) **TMGT** - Cllr Turner had nothing to report. v) **Memorial Hall and Saturday Market** – Cllr Hodge reported that the Fun Day would take place on Saturday 14th July and anyone available to help would be welcomed. vi) **the School** – Cllr Lane reported that the term ends on 26th July and the need for a new Finance Governor was noted. vii) **Focus** – Cllr Turner reminded everyone that there would be no August edition of Focus. Cllr Waldron called for future reports to be e-mailed so as to save time at meetings.

18/45 **Apologies for absence:** Cllr Spivey – previous engagement. C/Cllr Squires – another meeting.

18/46 **Declarations of Interest:** Cllr Waldron declared a personal interest in defibrillator matters, due to his partner having been involved with fundraising, and in the School Lane planning application due to living in School Lane. Cllr Bright declared a personal interest in correspondence from the Memorial Hall Committee due to being on the Viridor Steering Group. Cllrs Reygate and Hodge declared personal interests in Memorial Hall matters due to being on the Memorial Hall Committee.

18/47 **Confirmation of Minutes** of the meeting of Tuesday 12th June 2018: it was RESOLVED that the Minutes should be signed as a correct record of the meeting (Cllrs Turner and Hodge).

18/48 **Devon Air Ambulance Trust:** feedback from local residents had been in favour of the helicopter night landing site at the Recreation Ground. The WI Committee had agreed to the WI Hut electricity supply being used should the project go ahead. Two members of the public had offered to help with fundraising so far. Toby Russell, DAAT, was keen that a public meeting be held to inform residents of the process going forward. It was RESOLVED to arrange a public meeting in September and for the Clerk to apply for Community Together grant funding in the sum of £1,900, being the shortfall anticipated should the project proceed (Cllrs Bright and Turner).

18/49 **Development:**

a) New Cemetery – the Cemetery working group had met and were thanked for the notes which had been circulated. It was suggested that requests for letters of support should include NSC History Society. Cllr Bright informed Council that The Heritage Lottery Fund would now look at a draft application and provide feedback to the PC regarding any required amendments. After discussion Cllr Bright suggested that the way forward was to write to the Church Commissioners (CC) asking for permission to carry out the archaeological work, as it still currently owns the land, as HLF would need sight of this authority. When the application is submitted to HLF the CC will need to sign a letter of agreement, prepared by HLF, this being a legal document to hold the CC to the agreement for five years by which time the land transfer to the PC should be completed. After further discussion Cllr Bright proposed a letter be sent to the CC asking for permission to carry out the work – and to request a response within 4 weeks - and also that a letter be sent to the tenant farmer to gain his agreement. This was seconded by Cllr Crang and RESOLVED.

b) Court Barton – DCH had reported that the amended S106 Deed of Variation was currently with its Solicitors and that it would shortly be sent to the MDDC Legal Department with a request for it to be simplified and agreed.

18/50 **S106 Court Barton funding** – the Clerk had spoken with the CC's Agent to expand on the reasons for the PC's request to purchase a strip of land from Silver Street to the stream for recreation purposes. The Agent had agreed to put the further information to the CC's and a response is now pending. Cllr Turner suggested that land near the Cricket field may be a suitable alternative for consideration.

18/51 **Highways:**

a) Dark Lane wall – the working group had met and the PC was asked to refer to the circulated notes. Cllr Bright reported that the next step would be to source quotes for the work required. It was confirmed that the repairs being considered would be confined to the area of wall recently taken down and made safe. Cllr Lawson reported that two options had been put forward by the Engineer for consideration, with point 2.1 in the report needing clarification, and that both options should now be costed. A tender document would be required setting out the specifications and asking builders to confirm adequate insurance, public liability, contractors all risks cover together with the anticipated timescales in which the work would be completed. Cllr Lawson had put forward a tender document and Cllr Bright proposed that this be adopted which was seconded by Cllr Crang and RESOLVED. Cllr Bright proposed that the specifications circulated be accepted which was seconded by Cllr Crang and RESOLVED. Cllr Bright proposed that the specification be used to obtain the required quotes and that he and Cllr Lawson should proceed with this which was seconded by

Cllr Reygate and RESOLVED. Cllr Lawson proposed that planning permission be applied for, required due to the Conservation area and engineering works, and that £20 be agreed for relevant maps which was seconded by Cllr Waldron and RESOLVED. Cllr Bright proposed that C/Cllr Squires be asked, by the Clerk, about available funding towards the expected works which was seconded by Cllr Waldron and RESOLVED. Contingencies – it was agreed that this matter would be discussed further at a future meeting. It was RESOLVED that Structurehaus be asked to inspect the work, once or twice, during the work (Cllr Lawson and Cllr Turner).

b) Lamp post cobble work – no response had been received from MDDC regarding the request for support in getting the cobble work re-done. It was RESOLVED that the Clerk should write to the new MDDC Conservation Officer being Greg Venn (Cllrs Bright and Crang).

c) Overgrown hedges – Cllr Lawson asked for a stretch of overgrown hedge along Silver Street, including the area mentioned by D/Cllr Deed earlier in the meeting, to be cut back due to the width of pavement being drastically reduced by the nettles and brambles. Cllr Waldron proposed that the Clerk write to DCC Highways pointing out the safety risk and this was seconded by Cllr Reygate and RESOLVED. A resident had e-mailed to request that the hedge in School Lane, by The Glebe footpath, be cut back and the Clerk had contacted the owner who had agreed to see to the work.

d) Zig zag lines in School Lane – C/Cllr Squires had confirmed that the lines were on the list to be addressed in this financial year. Correspondence from residents in School Lane had been received and circulated to Council referring to the verge work, which the PC had recently resolved not to pursue, and the amendment to the zig zag lines. It was RESOLVED that the response to this letter, circulated to Council by the Chairman, should be sent after minor amendment (Cllrs Bright and Turner. 1 vote against).

18/52 Jubilee Green transfer: Cllr Crang reported that the Solicitors had registered a 'caution' at the Land Registry, on behalf of the PC, with a claim to title regarding this land. The matter of the invoice was discussed and it was RESOLVED to pay the lower fee of £483.00 including VAT (Cllrs Crang and Lawson).

18/53 Recreation Ground:

i) Cllr Sims reported that the mending of the Multiplay equipment had now been completed and that the debris had been disposed of along with other rubbish left on the Rec. It was RESOLVED that Cllr Sims should be refunded for petrol and tip costs (Cllrs Bright and Crang). Cllr Sims was thanked by all present for his work in this respect.

ii) Cllr Hodge advised that the new shed was due to be delivered to the Recreation Ground on July 17th and called for anyone available to be on hand to put the shed together on the day.

iii) Cllr Bright reported that he had spoken to Mr Webb, Chairman of Thorverton Football Club, who was very supportive of a simple Agreement to cover the current ad-hoc arrangement where the Football Club has use of the Recreation Ground and, in turn, it mows the grass and provides fuel for the mower. Cllr Crang volunteered to put together a draft Agreement for consideration at the next meeting. Cllr Waldron suggested that, when drafting the Agreement, consideration should be given to, for example, when the Football Club can and cannot use the Rec.

18/54 Handyman: this month's Handyman's report was considered and it was RESOLVED to pay the hours worked at £262.50 gross including a credit from Newton St Cyres PC for work completed. It was agreed to add strimming of the Quarry Car Park and investigating of the hole in the road along Silver Street, which appears to be a SWW stop cock, to the duty sheet.

18/55 Village Tidy Up Day July 7th 2018: Cllr Waldron thanked the village Handyman, the Clerk, the 4 Parish Councillors and 6 members of the public who attended this event and who worked hard around the Jubilee Green, Recreation Ground and Leigh Gardens. He voiced his disappointment regarding the lack of support. The work completed included the rubbing down and re-varnishing of two wooden benches, clearing of the stream, weeding of flower beds and the tidying up of the wildflower garden at the Rec. It was suggested that next year could see a 'spring clean' and 'autumn tidy up' instead of a summer event. Members of the public had requested a pic-nic bench on both Jubilee Green and Leigh Gardens which, it was agreed, would be considered at a future meeting under S106 spending together with the planting of bulbs in the spring. Credit was given to the Handyman due to the village looking tidier than this time last year.

18/56 Red Ensign Flag: due to there being no call to support the purchase of a flag the matter was closed.

18/57 Finance:

- 1) The bank balance was noted as being £47,694.16 as at 01/07/2018.
- 2) A VAT re-claim had been submitted to HMRC for £677.84 and the credit was pending.
- 3) The current 'earmarked' reserve funds were considered and it was RESOLVED to move the funds for the new Cemetery and Defibrillator to 'ring-fenced' funding (Cllrs Bright and Waldron).

4) It was RESOLVED that the forms to initiate on-line banking should be signed and submitted (Cllrs Waldron and Reygate).

5) It was RESOLVED that the following payments be made (Cllrs Turner Crang):

July 2018	Clerk salary	June basic pay gross	£335.00	
		Less Tax	- £ 6.80	£328.20 net
	HMRC (Clerk)	Tax due on gross June salary	£ 6.80	
		Employer NI due on May salary	£ 10.14	
	Clerk expenses	Stamps, Ink		£ 64.04 (VAT n/a)
	Handyman salary	June basic pay gross	£262.50	
		Less Tax	- £ 36.80	£225.70 net
	HMRC (Handyman)	Tax due on gross June salary	£ 36.80	
	Handyman expenses	Fuel for machinery, materials for NSC PC work (charged to NSC PC)		£ 55.81 (VAT n/a)
	Veitch Penny Solicitors	Jubilee Green transfer		£483.00 (incl. VAT)

Banked Receipts: Smartwater £30.00, Garage rents £140.00.

18/58 Communications:

a) Overgrown hedges - e-mail from a resident regarding overgrown hedges at The Glebe. See item 18/51c above.

b) School Lane planning application 17/01716/FUL - e-mail from a resident regarding PC support. Responded to by the Clerk.

c) Raddon road sign, age of Thorverton Parish Councillors, flood lighting for the Rec – letter from a resident regarding these topics. Responded to. Cllr Lane proposed that DCC Highways should have been involved regarding any new ‘Raddon’ sign and suggested that it be advised of the situation. This was seconded by Cllr Turner and RESOLVED. A second letter had since been received and it was agreed to accept Cllr Crang’s offer to contact the resident on behalf of the PC.

d) The Royal British Legion – thank you letter regarding recent Grant Funding of £200.00. Noted.

e) MDDC Chairman, Cllr Peter Heal, request to visit a Thorverton PC meeting. Clerk to supply dates.

f) Licensing Act 2003 – Consultation on Licensing Policy. Noted.

g) Liverty.com – advert for the last remaining shared ownership home at Court Barton. Noted. Cllr Crang proposed that Liverty.com be asked of their interest in this matter which was seconded by Cllr Bright and RESOLVED.

h) Abandoned car – e-mail from a resident regarding a black Vauxhall Astra in the Quarry Car Park. It was noted that the car had now been removed.

i) School Lane verge and zig zag lines - e-mail from residents of School Lane asking for clarification on the verge and zig zag lines situation. See above item number 18/51d.

j) Thorverton Memorial Hall – request for a letter of support regarding an application to Viridor Credits for grant funding towards cinema equipment. It was RESOLVED to send a letter of support (Cllrs Waldron and Turner).

18/59 Planning Applications:

a) 18/00977/HOUSE erection of a barn for ancillary domestic use and storage of tractor and garden machinery at Orchard House, Thorverton. It was RESOLVED to make no comment (Cllrs Crang and Turner).

b) 18/00986/CAT notification of intention to fell 1 Spruce tree within a Conservation Area at Black Rod, 1 Jericho Street, Thorverton. It was RESOLVED to make no comment (Cllrs Crang and Turner).

c) 17/001716/FULL widening of the existing access to agricultural land at School Lane, Thorverton. Cllr Bright updated Council on the situation and the matter of a PC representative attending tomorrow’s MDDC meeting was discussed. Cllr Bright clarified that at the last meeting the board had been ‘minded’ to refuse the application and that a final decision, which could go either way, would be made at tomorrow’s meeting. A PC representative was supported but no member of the Council present was available to attend. It was, therefore, RESOLVED that Cllr Spivey would attend as the PC’s representative as he had volunteered to do so prior to this meeting. Cllr Bright would contact Cllr Spivey accordingly (Cllrs Waldron and Lawson. 1 vote against the proposal).

18/60 Planning Decisions:

a) 18/00656/HOUSE erection of two storey side extension and single storey extension to front and rear at 4 Cleaves Close, Thorverton. Permission granted.

b) 18/00245/FULL retention of shed and decking land opposite Dinneford Spring, Thorverton. Permission granted.

18/61 GDPR – General Data Protection Regulations: it was RESOLVED to adopt the circulated Privacy Statements for a) the website b) general use and to make the latter into a new GDPR Policy (Cllrs Crang and Waldron).

18/62 Health and Safety Policy: it was RESOLVED to adopt the draft Policy (Cllrs Bright and Crang).

18/63 Grant Giving Policy: it was RESOLVED to amend the existing policy, as suggested by Cllr Lane, to include 1) a requirement that recipients should provide a report as to how the funds had been used and for this to be signed off by the PC and 2) a statement that the PC would not normally expect to provide all the funding for a project (Cllrs Lane and Turner)

18/64 Permanent Post Office site: Cllr Lane expressed an interest due to his wife being an employee of the post office. Cllr Bright gave an overview of the current situation and the possible options for the PC regarding support for a permanent post office building and/or site. Cllr Bright proposed that a letter be sent to TCT explaining that, at the present time, the PC is not in a position to pursue such support but that it does wish to support TCT, and the Thorverton post office, in general and so would be in a position to discuss the matter of replacement temporary accommodation when felt appropriate. This was seconded by Cllr Lawson and RESOLVED.

18/65 Welcome Letters/Pack for new residents: it was agreed to postpone this item until the September meeting.

18/66 Clerk’s holiday request: it was RESOLVED to accept the Clerks holiday request for the weeks commencing 23/07/18 and 20/08/18 (Cllrs Bright and Turner).

18/67 Business at the Chairman’s discretion:

Cllr Sims asked for the renewal of the Rec mower to be put on the next agenda which was agreed.

18/68 To agree the date of the next meeting: it was RESOLVED that there would be no meeting in August, in accordance with Standing Orders, and that the next meeting would take place on September 11th 2018.

The meeting closed at 22.12

Chairman Date 11th September 2018