

**MINUTES of the THORVERTON PARISH COUNCIL MEETING held on Tuesday 11th June 2019,
at the Thorverton Memorial Hall, 7.30pm**

Present: Cllrs Lane, Flatt, Foster, Wells, Sims, Hodge, Crang, Deed and Lawson.

In attendance: Clerk, A Marshall, and 2 members of the public.

Standing Orders suspended.

Public Open Session:

1. Wooden sign to Raddon – a resident reported that the vandalised sign had been left in a dangerous state and that they felt the previous sign worked well and only required painting. The resident offered to pay for the previous sign to be made good and put back in place.
2. Cobbles for pavements – a resident asked why the Parish Council needed to advertise for cobbles in order that the Contractor could do the required pavement work when the Contractor should have supplied the cobbles. The resident offered cobbles for sale should more be required.
3. Metal railings along Dark Lane – a resident was against the gap in the wall being replaced by metal railings and suggested that stone should be used and that the Parish Council should pay for the work as would the owner of any stone wall in the parish. The quotes received to rebuild the wall in stone, at around £20,000., were too high and further quotes should be sourced. The resident expressed her anger at the thought of metal railings and suggested that members of the public may be willing to contribute by sponsoring a stone, for example. The Chairman advised that although the old Raddon sign was in safe keeping and in very poor condition he would look into the matter. Regarding the cobbles Cllr Lawson reported that several residents had responded to the request for cobbles and that a sufficient supply had been sourced, at no cost, to repair pavements. Residents had seemed pleased to be able to help in this regard. Cllr Sims reported that the cobble work around the bases of the new lamp posts in the village had now been completed satisfactorily.
4. A resident called for the Parish Council to consider putting in place a Climate Emergency Plan, with the view to becoming carbon neutral, and referred to the recent youth strikes. Cllr Deed reported that Devon County Council (DCC) was leading the Climate Emergency Agenda and that a meeting on this would take place on 27th June when Mid Devon District Council (MDDC) would be considering Climate Change matters. It was agreed to wait for feedback from Cllr Deed prior to considering anything further in this regard. Cllr Flatt reported that a resident had suggested a parish carbon sink to offset carbon.

External Reports:

a) C/Cllr Squires – no report.

b) D/Cllr Deed – the Chairman congratulated Cllr Deed on becoming leader of MDDC. Cllr Deed reported on the development required within Mid Devon and that with this came issues with infrastructure. Often large estates are built before connecting roads have been put in place which causes problems. Along the A361 a new junction was being constructed. The south side was now completed and the north side was still outstanding with the sum of 8.2 million pounds required to enable its completion. The Governments Housing Infrastructure Fund (HIF) is in place to help with infrastructure prior to new houses being built. MDDC has secured the £8.2m required to complete the said junction works from this fund together with £10m towards a relief road for Cullompton. Remaining funding for the relief road had been borrowed.

c) Police – no crimes reported in the parish in April. No figures available for May.

Standing Orders resumed.

19/33 Declarations of interest regarding items on this agenda not already declared on Register of Interest forms:

Cllr Lawson - Hulk Lane matters due to being on the support group. Cllr Lane - Broadlands development due to Mrs Lane being an allotment holder. Cllrs Wells and Deed - footpath from Silver Street due to living at Court Barton Close. All present were reminded to complete and return their Register of Interest forms to MDDC as soon as possible.

19/34 Apologies: Cllr Waldron, holiday. C/Cllr Squires, previous appointment.

19/35 Confirmation of Minutes: It was RESOLVED to approve the Minutes of May 14th 2019 as a correct record after correction under item reference 19/16 where a word should read 'place' and not 'pace'.

19/36 Representative Reports:

- a) Focus – an invitation only buffet celebrating 50 years of Focus would take place on 29th June for those involved in Focus over the years.
- b) School – a member of AC Archaeology had visited the School to explain the forthcoming new Cemetery Geophysical Survey and Community Dig and children were asked to design a project logo. The Consultation on expanding the Federation to include Silverton School ends 18th June.
- c) TMGT – 10 volunteers had attended the recent working party on 1st June in order to clear footpaths and trim vegetation. The Memorial Hall had cleared a patch of grass in order to accommodate the Archery at the Fun Day.
- d) Raddon Group – no meeting.
- e) Memorial Hall – Cllr Flatt reported that a Film Club is being considered and that forthcoming events include a Beach Party on 22nd June and Fun Day on 13th July.
- f) Highways & Footpaths – Cllr Foster thanked John Spivey for information handed over on Footpaths and agreed to investigate a broken gate on Footpath 3 as reported by Cllr Sims.
- g) Speedwatch – Cllr Hodge reported an increase in the number of speeding vehicles through the village in May the details of which have been passed to the Police for action.
- h) Allotments – plot 22 had been given up and required clearing and rotavating prior to it being re-let. It was RESOLVED that the plot be cleared and rotavated for £25.00 which the Clerk would arrange.
- i) Saturday Market – Cllr Hodge had attended in June and one enquiry, regarding potholes, had been received and subsequently reported on-line. The on-line link for reporting potholes had been put on the 'Nextdoor' site for information. Council was reminded that the July 13th Saturday Market would be replaced by the Fun Day.

19/37 Parish Paths Partnership (P3): Cllr Foster reported that the parish has 7.5 miles of footpath which would provide an annual grant of £225 from this scheme, if joined, towards footpath upkeep. After discussion it was felt that there would be little benefit from joining the scheme, which would depend on volunteers completing work already currently covered by DCC, and so it was RESOLVED not to take this matter forward.

19/38 Improving the Councils efficiency: The Chairman referred to a circulated paper linked to easing the Clerk's workload and improving the Council's efficiency. To save on time the following was suggested: working groups carry out agreed actions reporting back to Council prior to the next meeting and provide Council with an action plan with time scales. That the Chairman contacts working group members mid-month to receive an update on progress. That the Council publishes a strategy to advise of its aims and timescales and that an annual Satisfaction Survey be considered to enable parishioners to provide feedback. That newer Cllrs pair up with more experienced Cllrs in order to provide support on existing projects and on procedures. That Councillors attend all meetings well informed. It was concluded that all these suggestions would save on the Clerks time, make meetings shorter and more focused, and would help to improve public perception of the Council. Cllr Flatt added that Representatives should e-mail a short report prior to meetings and Cllr Wells added that a standard form for working groups to show actions and recommendations could work well.

19/39 Policies: The Chairman explained that existing policies should be reviewed annually and asked that all members review the policies on the website prior to the July meeting.

a) After discussion it was RESOLVED not to replace the existing Standing Orders with the latest 2018 National Association of Local Councils (NALC) version. It was RESOLVED that the existing Standing Orders be reviewed and updated and that the updated document be considered for adoption at the July meeting.

b) It was confirmed by all present that a copy of the Code of Conduct had been received. Cllr Crang reported that the current Register of Interests Form is not quite in line with the Councils current Code of Conduct.

19/40 Councillor training: It was RESOLVED to pay for the Chairman to attend a Chairmanship course and for Cllr Wells to attend a New Councillor course and a Finance course. It was RESOLVED that the Clerk be paid £50 to conduct a New Councillors training course for Cllrs Flatt and Foster.

19/41 Helicopter Night Landing Site: Further to the completion of the night landing site project it was RESOLVED that an Opening Ceremony should be arranged which would be open to the public. It was RESOLVED that Cllr Waldron be asked to take on this project and to liaise with Toby Russell of DAAT regarding dates. Cllr Wells volunteered to be part of a working group. Cllr Flatt proposed that the event be organised to coincide with the Women's Institute Saturday Market, if possible, and that the School be involved, which was RESOLVED.

19/42 South West Water compensation claim: Following a review of the latest correspondence it was RESOLVED that Cllr Flatt should review the Land Agents Indemnity Insurance and that if this was at least £3m then the Clerk should ask Terra Nova Land Management Ltd to proceed with the required work up to an initial limit of £1,000.

19/43 Highways matters:

a) Hulk Lane – dedication of Public Bridleway. A meeting had been arranged with Tom Vaughan, DCC Highways, and the working group would report back to Council on this at the July meeting. It was agreed that the topic of discussion would be focused around how the existing permissive path could be made into a dedicated bridleway for public use in perpetuity.

b) Clearing of the Brook at Stonebridge. It was reported that the agreed funding to clear the stream was still pending and would, again, be chased. Martin Rich, Devon Communities Together, had been invited to attend the July 9th Parish Council meeting to talk about a village Community Emergency Plan as this was a requirement of the funding. It was RESOLVED to book the Contractors to clear the stream as soon as possible from the 10th July.

19/44 Dark Lane Wall: The requested estimated costings for the iron uprights had been sourced from a local Contractor by Cllr Lawson and were noted as being between £2,200 and £2,400 for the supply and installation of iron railings. Any costs for closing the road would be in addition. It was RESOLVED to place a notice in Focus explaining the Council's intentions and to encourage public feedback. It was further RESOLVED to apply for planning permission regarding the railings which Cllr Lawson volunteered to oversee.

19/45 New Cemetery: The working group had met and Cllr Lawson had circulated an action plan which the Council agreed. It was noted that the Geophysical Survey had started and that the Community Dig was set to go ahead in September. Council was advised that grant funding up to £1,200 had been made available to pay someone to take on the task of documenting and evaluating the new Cemetery project. It was RESOLVED that the post would be advertised should the Clerk not wish to take it on. The Geophysical Survey was set to end on 22nd June and, in accordance with the agreed action plan, it was RESOLVED to set up a public meeting in July in order that the Survey results, together with the plans for the Communal Dig, could be viewed and discussed. Cllr Wells volunteered to support the Clerk in collating new Cemetery information in the short term.

19/46 Recreation Ground:

a) Recreation Ground monthly update – it was reported that a large tractor tyre left on the football pitch was cause for safety concern. Cllr Flatt volunteered to investigate the matter.

b) Ride-on-mower annual servicing – it was RESOLVED to go with that the cheaper of two quotes.

c) Footballs entering residential gardens – after consideration it was RESOLVED that the Parish Council could do little to stop this from happening other than sharing the information with the Football Club.

19/47 S106 Court Barton funding and Church Commissioner matters:

a) Footpath from Silver Street to the Millennium Field – the working group had met and, due to there being several options for consideration, the matter would be discussed further at the July meeting.

b) Purchase of the Sheep Dip – no response had yet been received from the Church Commissioners.

c) Broadlands Development / Allotment field – the working group had met and an alternative plan to that of the Church Commissioners was put forward for consideration which would cause less inconvenience to allotment

holders. It was RESOLVED to put this suggestion to the Church Commissioners and to add a reminder regarding the Sheep Dip purchase.

d) Confirmation letters of support – it was reported that Cadbury Parish Meeting had agreed to supply a letter of support for both the Footpath and Sheep Dip projects, as required by MDDC, and D/Cllr Deed apologised for not responding to the Clerks requests but would do so, supporting both projects, shortly.

19/48 Finance:

- 1) The bank balance, as at 01/06/2019, was noted as being £67,574.52
- 2) Banked receipts in May were noted as being £2,996.37 from DAAT grant funding.
- 3) It was RESOLVED to pay the Handyman’s salary request of £522.75 gross. The report was considered and Cllr Flatt requested that the cementing of the Leat along the Bury be made a priority.
- 4) It was RESOLVED to appoint J.Hole as the Internal Auditor for this accounting year at a cost of £100.00
- 5) It was RESOLVED to make the following payments:

A Marshall - Clerk salary	Gross salary £370.27 Plus tax rebate £ 6.60	£ 376.87 net
A Marshall - expenses	Stationery	£ 36.00 (VAT n/a)
C Marshall – Handyman salary	Gross salary £522.75 Less tax due £104.60	£ 418.15 net
HMRC (C Marshall)	Tax due	£ 104.60
Mat Electrics	Night Landing Site	£7130.59 (VAT incl.)
GX Accounts	Payroll	£ 18.75 (VAT n/a)
Came & Co	Annual General Insurance Renewal £488.96 plus £50.00 admin charge	£538.96 (VAT n/a)

19/49 Planning applications and decisions – it was RESOLVED to submit ‘no comment’ on items i, ii, iii and iv below:

- i) 19/00748/HOUSE Erection of a two storey extension and replacement garage at Lodge Farm, Thorverton.
- ii) 19/00744/HOUSE Erection of detached timber frame garage & garden store at Station house, Thorverton.
- iii) 19/00621/FULL Revised. Formation of residential vehicular access and track at Charolles, Thorverton.
- iv) 19/00918/CLU Certificate of Lawfulness for existing extension at Ashley Farmhouse, Thorverton.
- v) 70/00010/TPO Thorverton School – application to pollard 2 Ash trees. It was RESOLVED to support the recommendation of the County Tree Surveyor.
- vi) 19/00567/LBC and 19/00287/LBC at Brookside, 5 Silver Street, Thorverton Internal alterations and insertion of a cast iron downpipe to the front elevation. Granted.
- vii) 19/00280/HOUSE Alterations to dwelling and demolition of existing outbuildings at The Meads, Dinneford Street, Thorverton. Granted.

19/50 Community Land Trust (CLT): An invitation to join the Brampford Speke, Upton Pyne and Cowley CLT was discussed and it was RESOLVED to send thanks for the invitation but to decline from joining at this time.

19/51 Village Tidy Up Day on Saturday 6th July 2019: It was RESOLVED that the Handyman draw up a plan of action, to include the weeding of the Jubilee Green and the wildlife garden at the Recreation Ground, and Councillors were invited to add to the list prior to the event. It was agreed that Cllr Wells should invite the School to participate.

19/52 Quarry Car Park:

- a) Annual Garage ground rent letters – it was RESOLVED that the usual annual letters should be sent by June end.
- b) Cutting back of overgrowth behind/around the garages – it was RESOLVED to obtain two quotes for this work.

c) Making better use of the existing car park regarding parking spaces – it was RESOLVED that Cllr Flatt would draw up a plan for consideration at the July meeting.

19/53 Website protocol upon death of senior members of the Royal family: Confirmation that plans were in place with the website provider regarding the death of the Queen was received and it was RESOLVED not to take action regarding other members of the Royal family at this stage.

19/54 PART 2 (private session): It was RESOLVED that, due to the sensitive nature of the business to be discussed, the following items should be dealt with as Part 2 business and, in accord with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972, the press and public be requested to leave the meeting:

a) Clerks hours – the working group had met and its recommendations were considered. After discussion it was RESOLVED not to increase the Clerks hours but for the Council to take on more actions with the aim of reducing the Clerks workload. The situation would be reviewed further in September and the Clerk would continue to claim overtime as worked.

19/55 Business at the Chairman's discretion:

1) The Chairman referred to a communication received on behalf of Thorverton Cricket Club and suggested that the Parish Council might support the project. Further information had been requested and, once received, the matter would be added to a future meeting agenda. The Chairman would look into whether Section 106 funding could be used for the suggested project.

19/56 The next meeting of the Parish Council: Tuesday July 9th 2019, 7.30pm, Thorverton Memorial Hall.
The meeting closed at 21.58

**If you require this document in large print please contact the Clerk,
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