

**MINUTES of the THORVERTON PARISH COUNCIL MEETING held on Tuesday 9th July 2019,
at the Thorverton Memorial Hall, 7.30pm**

**Present: Cllrs Lane (Chairman), Deed (Vice Chairman), Flatt, Waldron, Foster, Sims, Lawson, Hodge and Crang.
In attendance: Clerk, A Marshall, C/Cllr Squires and 2 member of the public.**

Standing orders suspended.

Community Emergency Plan: The Chairman introduced Mr Martin Rich of Devon Communities Together. Martin spoke about the benefits of putting a Community Emergency Plan together to help provide structure and awareness should an event such as flooding take place within the village. The aim of a Community Emergency Plan is for a community to identify risks and to take initial action to help with the prevention of emergencies. A community group could be set up to look at issues which could affect the local community and to put in place a plan to prevent a crisis. A plan would also identify local resources and provide guidance regarding who to contact in an emergency. Such a plan would be published to help local and emergency services understanding. Thorverton may benefit from a plan to help prevent flooding and to help keep the waterways clear. There is funding available from Devon County Council for equipment and training and for implementing a plan once completed. A plan could be instigated by the Parish Council and then taken on by the local community. Devon Communities Together provide support with plans, which usually only take a matter of weeks to put together, and there are regular gatherings of communities who already have plans in place where information and best practices can be shared. A Community Emergency Plan draft was provided for information. General emergencies could involve flooding, fire, snow, flu and other health issues, terrorist attacks and air traffic for example. The Chairman thanked Martin for attending the meeting. See below under item 19/65.b for the Parish Council's feedback in this regard.

Public Open Session: One member of the public wished to speak –

- a) Climate Emergency - further investigations will be taking place prior to a local action group being set up to take on putting together a plan. It was suggested that it would be beneficial for a Parish Councillor to be nominated to liaise with the local action group in order to keep the Parish Council and the village updated. Newton St Cyres, Tiverton and Crediton are currently looking to set up plans.
- b) The Woodland Trust is giving away sapling trees and some will be planted in the Millennium Field. It was suggested that the Parish Council may wish to look at areas within the village where these trees could be used.

External Reports:

a) **C/Cllr Squires** – see 19/65 and 19/74 below.

b) **D/Cllr Deed** – reported that Mid Devon District Council (MDDC) had agreed to adopt the Climate Change Emergency Plan, set up by Devon County Council (DCC), with the aim of becoming carbon neutral by 2050 and if possible by as early as 2030. Consideration will be given to areas that can be taken forward to lower carbon omissions as soon as possible. It was agreed that the work of individuals is paramount for this project to succeed. MDDC already generates electricity for leisure centres and Exeter City Council is working on creating enough electricity for electric vehicles to be fully charged without using the grid. Whilst all new development is encouraged to be carbon neutral, developers often cannot afford to put all that is available in place.

Regarding Bickleigh Parish Council it was reported that no candidates had stood for election in May and so D/Cllr Deed was standing in as Chairman temporarily. It was noted that should a Council not be formed in the near future an option would be for Bickleigh Parish Council to merge with a nearby local Council.

c) **The Police** – May 2019 saw one public order crime reported near The Glebe, Thorverton, but no suspect had been identified and the case was now closed.

19/57 Declarations of interest: Cllr Lawson declared a pecuniary interest in planning application reference 19/73.a.iii due to being the Agent.

19/58 Apologies: Cllr Wells, family matter.

19/59 Confirmation of Minutes: Cllr Lawson referred to point 19/33, Hulk Lane, and asked for the 'interest' reason to be changed to 'due to being previously employed by the land owners' which was agreed. Cllr Deed asked for an amendment to his report from 'had been borrowed' to 'to be borrowed' which was agreed. It was then RESOLVED to sign the Minutes of June 11th 2019 as a correct record.

19/60 Representative Reports:

a) Focus – the Chairman reported that instead of having a combined July and August edition of Focus next year separate editions were being considered together with a joint December/January edition. Feedback to the Editor on these suggestions was invited. The 50 year celebration party had gone very well.

b) School – the Chairman reported that the Silverton School will become part of the Exe Valley Federation from September this year. **c) TMGT** – the regular monthly tidy up session had been postponed until later this month or August. Free trees from the Woodland Trust were to be planted in the field. **d) Raddon Group** – no meeting.

e) Memorial Hall – Cllr Flatt had circulated a report advising that a Community Cinema was being considered, the new Kids Club had started, the Fun Day would take place on 13th July, Family Halloween Party on 1st November, Barn Dance on 30th November, Tree Lighting on 1st December and Christmas Bingo on 10th December.

f) Highways & Footpaths – the Chairman thanked Cllr Foster for producing an excellent report on local footpaths. Cllr Foster reported that Footpath 10, Rose Park to Hulk Lane, had a new access which had been instigated by the land owner and agreed by DCC. It was RESOLVED that the Parish Council had no objection to this slight change. It was noted that the ongoing Definitive Map Review (of footpaths and rights of way), as referred to in the recently circulated Parishes Paths Partnership Newsletter, would involve Thorverton and it was agreed that Cllr Crang and Cllr Foster would meet to discuss this. **g) Speedwatch** – Cllr Hodge had circulated a report regarding the three June Silver Street and Lynch Road sessions and it was noted that 2214 vehicles had been checked and that 39 had been registered as speeding. Those speeding would receive a letter from the Police. Any resident interested in joining this team should contact Cllr Hodge. **h) Allotments** – work on plot 22 had been completed and the plot had been re-let. No plots were currently vacant and one resident was on the waiting list. The Chairman would consider taking photographs of the plots during the year for information. **i) Saturday Market** - Cllr Lane volunteered to attend the August 10th market.

19/61 Policies:

a) The Chairman reported that he had merged the existing Standing Orders document with the latest model from the National Association of Local Councils (NALC) and the result had been circulated for consideration. It was RESOLVED to adopt the new version for the four year term of the current Council unless, at any stage, the Council wished to propose a change. The routine annual review would not now be required.

b) A list of all the existing 'other' policies was referred to and it was RESOLVED to re-adopted these policies for the four year term of the current Council unless, at any stage, the Council wished to propose a change to any of the documents. The routine annual review would not now be required.

19/62 Councillor training: Feedback on the recent Chairmanship course, provided by Devon Association of Local Councils (DALC) was provided by the Chairman. Cllr Wells had attended a DALC New Councillor course and it was RESOLVED that the slides should be circulated. The New Councillor training for Cllrs Flatt and Foster was being arranged and Cllr Deed would be invited to this event. It was RESOLVED that Cllr Hodge would attend a Planning Course, up to a cost of £50.00, to be arranged by the Clerk.

19/63 Helicopter Night Landing Site Opening Ceremony: Cllr Waldron reported that dates were pending and suggested that October may be appropriate. The matter would be discussed further at the September meeting.

19/64 South West Water compensation claim: Terra Nova Land Management Ltd had confirmed that it was unable to raise its current public liability insurance to £3 million. After discussion it was RESOLVED that the current insurance of £1.5 million be accepted and that the Letter of Engagement be signed to enable the matter to move forward. The Chairman thanked Cllr Flatt for his help in this regard. Cllr Hodge left the meeting temporarily.

19/65 Highways matters:

a) Hulk Lane – dedication of Public Bridleway. Cllr Crang provided feedback to Council from the recent meeting between the Working Group and Tom Vaughan of DCC Highways. C/Cllr Squires had also attended. It was reported that the current permissive bridleway is a term agreement over the diversion, thought to be for 20 years, and that the landowners had signed a document in agreement to the bridleway but that DCC Highways had not agreed to sign to date. Cllr Lawson suggested that the matter had not progressed largely due to questions from the Parish Council to DCC Highways which had given cause for concern about a possible legal case against DCC. It was confirmed that the Parish Council wants a public bridleway in place. *'Cllr Crang added that DCC Highways had indicated that a stopping up order would be necessary and that this may cost £3,000.'* A stopping up order would remove the rights of the highway, confirming that the highway does not have to be reinstated at any time in the future. So as to clarify the required process, in order to bring this matter to a satisfactory conclusion, Cllr Deed volunteered to discuss the matter with DCC Highways on the Parish Council's behalf, and in his capacity as District Councillor, and report back at the September meeting. This was RESOLVED. Standing Orders suspended. C/Cllr Squires joined the meeting and was invited to speak on the Hulk Lane matter and said that she understood from the meeting that the way forward had been made clear, in that a stopping up order could be actioned so that the bridleway agreement could be completed. The Chairman thanked those who had attended the meeting with DCC Highways.

b) Clearing of the Brook at Stonebridge. It was confirmed that the Contractors had been given authority to clear the stream as soon as possible but that, due to work commitments, the work had been temporarily delayed.

c) Community Engagement Plan. Cllr Crang suggested that it may be a good idea to have an emergency plan in place to mitigate village flooding. It was RESOLVED that the Chairman would discuss the matter of drawing up a draft plan with Cllr Hodge. Cllr Waldron had offered to help with the project.

d) Cobble repairs. An e-mail had been received from DCC Highways in response to the reported unacceptable repair work to village cobbles which advised that due to lack of funds only minimum 'safety' repairs could be carried out and that any additional work would need to be sourced and paid for by the Parish Council.

Cllr Hodge returned to the meeting.

19/66 Dark Lane Wall: The planning application had been submitted for the iron railings and that the public had been invited, through Focus and the June meeting Minutes, to comment by use of the MDDC planning process.

19/67 Climate Emergency Plan: After discussion the Chairman suggested that this could be a project for a resident to lead and for the Parish Council to support. It was RESOLVED that the Devon Association of Local Councils (DALC) should be contacted regarding any information in this regard. It was also RESOLVED that the resident speaking at this evenings Open Session be approached in order to obtain feedback on what plans were already in place and being considered that he knew of.

19/68 Recreation Ground: Cllr Sims reported that Thorverton Football Club would agree to pay the £100 to the Football Association regarding football pitch inspections which would then open channels for grant funding to be applied for in connection with the purchase of a new ride-on-mower. It was noted that the mower was currently being serviced by T&D Garden Machinery after it having provided the lower of two quotes. It was RESOLVED that a representative from the Football Club should be invited to the September/October PC meeting to discuss new mower funding further. Cllr Sims reported that he had made minor repairs to the tunnel and crocodile swing play equipment and that, in the near future, three dead elm trees in the Rec would need attention.

19/69 S106 Court Barton funding and Church Commissioner matters:

a) Footpath from Silver Street to the Millennium Field. Cllr Deed advised that MDDC is in need of a map of the intended area to be purchased and Cllr Flatt volunteered to arrange this. It was confirmed by the Working Group that the preferred route for this footpath would involve access through the attenuation pond entrance then access to the adjoining field leading down to a new bridge over the stream to join the Millennium Field. As both areas of

land are currently under negotiation regarding the changing of ownership the Parish Council was unable to proceed with its plans at the current time.

b) Purchase of the Sheep Dip. It was confirmed that the Church Commissioners were in the process of considering the Parish Councils offer to purchase the site for £1.00 and that no contamination tests had been carried out.

c) Broadlands Development. An update had been received from the Church Commissioners advising that new plans were being considered which would remove the need to bury the electric cables through existing allotments.

19/70 Handyman:

a) It was RESOLVED to pay the Handyman’s salary request of £140.25 gross and expenses claim of £154.79 The owners of the Bell House had thanked the Handyman for cementing the Leat which had stopped the leak outside of their front door. **b)** It was RESOLVED to add spraying of the village centre to the existing duties.

c) A letter of resignation from the Handyman had been received and all agreed that he had made a big difference to the state of the village whilst in role and that he would be missed. It was agreed that the Chairman write a letter of thanks to Colin. It was RESOLVED to advertise for a new Handyperson on Next Door, Facebook, Notice boards and the Website in the hope that applications would be at hand for discussion at the September meeting. The application cut-off date was agreed as 31st August and qualifications such as Chapter 8 and a Spraying Certificate would be desirable. The rate of pay, and hours, would be dependent on experience and negotiable.

19/71 Village Tidy-up Day: Cllr Waldron reported that approximately 20 people had attend the successful event and Colin was thanked for organising the morning. People of all ages had attended and it was suggested that an annual event should be arranged.

19/72 Finance:

- 1) The bank balance as at 01/07/2019 was noted as being £70,118.20.
- 2) Banked receipts in June were noted as being bank interest £7.12, National Heritage Lottery Fund £11,550.00 and one garage annual ground rent of £70.00
- 3) It was RESOLVED to pay the Clerk’s salary on August 13th 2019 due to there being no August meeting.
- 4) It was RESOLVED to make the following payments:

A Marshall - Clerk salary	July gross salary £370.27 Plus tax rebate £ 6.60	£376.87
C Marshall – Handyman salary	July gross salary £140.25 Plus tax rebate £100.60	£240.85
C Marshall - expenses	Mending of Mountfield mower and servicing of Honda strimmer	£154.79 (incl VAT)
Devon County Council	Delivery charge for pot hole materials	£ 36.00 (incl VAT)
Thorverton Memorial Hall	Hall hire for 16 th July 2019	£ 26.00 (VAT n/a)
DALC	Chairmanship Training (Cllr Lane)	£ 36.00 (incl VAT))
DALC	New Councillor Training (Cllr Wells)	£ 48.00 (incl VAT)

19/73a Planning Applications:

- i) **19/01064/FULL** Revised. Installation of metal railings and repair works to existing stone wall at Dark Lane. Due to this being the Parish Council’s application it was RESOLVED not to comment.
- ii) **19/0104/FULL** Creation of new field entrance at Thatchers Lane, Thorverton. It was RESOLVED to submit ‘no comment’.
- iii) **19/01135/FULL** Erection of a first floor side extension at Victoria Orchard, Thorverton. Cllr Lawson left the meeting due to the previously declared pecuniary interest. It was RESOLVED to submit ‘no comment’. Cllr Lawson returned to the meeting.

19/73b Planning Decisions:

- i) **19/00371/FULL** Change agricultural land use to domestic garden and erection of replacement outbuildings for maintenance of cars and storage at Fordy Bridge, Thorverton. Granted.
- ii) **19/00543/HOUSE** Erection of extension following removal of existing and erection of replacement garage/store at Stable Cottage, Thorverton. Granted.
- iii) **18/01840/FULL Revised.** Change of use of land for the siting of permanent and touring pitches for tents and caravans at Ruffwell Inn, Thorverton. Granted.
- iv) **19/00755/HOUSE** Erection of a detached timber frame garage and garden store at Station House, Thorverton. Granted.

Standing Orders suspended.

19/74 Prior to C/Cllr Squires leaving the meeting she reported how pleased she was that Silverton Primary School will become part of the Exe Valley Federation in September this year. She had also circulated a press release on Ash dieback which confirmed that any diseased trees along the highway were the responsibility of the land owner.

Standing Orders resumed and it was RESOLVED to remove the following items from Part 2 on the agenda:

19/75 Quarry Car Park parking spaces: Cllr Flatt was thanked for circulating three plans showing how parking could be maximised. Having a disabled space, an electric charging point, and reducing ground rent for allowing parking in front of unused garages was discussed. It was RESOLVED to take up Cllr Flatt's offer to cost line painting for parking spaces and to review the matter again in September.

19/76 Geophysical Survey: Cllr Waldron reported that approximately 30 members of the public had attended the Survey Open Day and that the Public Open Meeting had been arranged for 16th July, at the Memorial Hall, 7.30pm to discuss the results of the Geophysical Survey and the plans for the September 14th – 28th Communal Dig. Cllr Lawson reminded all present of the need for a Licence to be in place prior to the dig and it was RESOLVED that the Working Group arrange this. It was REOLVED to give the Clerk delegated responsibility to arrange a visit to the RAMM (Royal Albert Memorial Museum) and to deal with any urgent business relating to the proposed new Cemetery prior to the September meeting of the Parish Council.

It was RESOLVED that light refreshments would be available at the public meeting on the 16th July and that the Working Group would set out the hall.

19/77 PART 2 (private session): it was RESOLVED that, due to the sensitive nature of the business to be discussed, the following items be dealt with as Part 2 business and, in accordance with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972, the press and public be asked to leave the meeting:

- 1) **Quarry Car Park** - cutting back of the overgrowth behind the garages. One quote had been received, to date, and two others were pending. Due to this it was RESOLVED to postpone this any decision until September.
- 2) **Thorverton Community Archaeology Project** - appointment of a Project Evaluator. Four applications had been received and after discussion it was RESOLVED to offer the contract to Vanita Eden in the first instance.

19/78 Business at the Chairman's discretion: None.

19/79 Next meeting: September 3rd 2019 this being a week earlier than the usual monthly meetings.

The meeting closed at 22.19

Chairman 03/09/2019