

**MINUTES of the THORVERTON PARISH COUNCIL MEETING held on Tuesday 3rd September 2019,
at the Thorverton Memorial Hall, at 7.30pm**

Present: Cllrs Lane, Flatt, Foster, Sims, Hodge, Wells and Waldron.

In attendance: Clerk, A Marshall, and 4 members of the public.

Standing Orders suspended.

Public Open Session: 4 members of the public wished to speak.

1. **Climate Change public meeting** – all present were reminded about the meeting taking place tomorrow evening with focus on what local families can do with regards mitigating climate change. A report will be produced following the meeting which the Parish Council will be asked to consider. It was confirmed that the content of the meeting would be in line with the plans of MDDC.
2. **Traffic and parking issues at Broadlands** - it was reported that local residents had taken to social media to complain about traffic issues in the Broadlands area of the village during football training and matches and the Parish Council was asked as to why it had not responded and what it could do about the matter. The resident had discussed the situation with the Secretary of the Football Club who had confirmed that those attending such events were always asked to park sensibly and away from the Recreation Ground to alleviate the problem. The Chairman thanked the resident for his comments and confirmed that no complaints had been received by the Parish Council in this regard. It was agreed to put the matter on the next meeting agenda for further discussion.
3. **Archaeology Project Evaluation** – Vanita Eden provided an update regarding project progress in that, to date, the plans are on track and that 160 members of the public had volunteered to help at the September Community Dig. The final dig ‘open day’ had been arranged for 28th September to which all members of the community were invited.
4. **New ride-on-mower** - Paul Webb, Secretary of Thorverton Football Club, was invited to update the Council on the state of the existing ride-on-mower and discussion took place on how best to raise funds for its replacement. Several ideas were voiced, including possible funding from Devon FA, and it was agreed to investigate the matter further prior to the October meeting when it would be further discussed.

External Reports:

- a) **C/Cllr Squires** – not present and no report received.
- b) **D/Cllr Deed** had circulated a report advising that MDDC had recently approved a revised scale of car park charges for Mid Devon Car Parks which is pending confirmation, and that the Tiverton Multi Storey Car Park is now open 24 hours a day, seven days a week.
- c) **The Police** – no crimes had been reported in June. Three crimes, involving anti-social behaviour, had been reported during July but no further information was available in this regard.

Standing Orders resumed.

19/80 Declarations of interest: None.

19/81 Apologies: Cllr Lawson, holiday. Cllr Deed, work commitment. Cllr Crang, family commitment.

19/82 Confirmation of Minutes: It was RESOLVED that item 19/65 should be amended to read ‘*Cllr Crang added that DCC Highways had indicated that a stopping up order would be necessary and that this may cost £3,000*’ prior to the Minutes being signed off as a correct record of the meeting of July 9th 2019.

19/83 Archaeological Dig (New Cemetery):

i) Archaeological Dig project evaluation - Cllr Waldron confirmed that all the required arrangements were now in place for the Dig and that on 16th September the heavy plant would arrive on site to start preparing the ground. Between the 18th and 28th September the dig will take place and all 160 members of the public who had expressed an interest in being involved had been contacted. On the 24th September the School would be on site and the final Open Day would take place on the 28th September. The Women’s Institute had kindly offered to provide refreshments on the 28th and any Councillor available to help on the day should contact Cllr Waldron.

ii) Geophysical Survey – 50 members of the public had attended the public meeting in July to receive the results of the recent Survey, together with the plans for the forthcoming Community Dig. Further information regarding the Survey and Dig could be obtained from the Clerk.

iii) Community Dig – the Agreement between the Church Commissioners, Parish Council, and land tenant had now been completed and the Schedule of Condition was pending. It was noted that should the farmer wish for the ground to be sown with grass seed after the dig this would need to be arranged and paid for by the Parish Council. The Chairman thanked Cllr Waldron and the working group for their efforts to date.

19/84 S106 Court Barton funding:

i) Footpath from Silver Street to the Millennium Field – the working group had met and it was suggested that the two projects already resolved, being the purchase of the Sheep Dip and a footpath from Silver Street to the Millennium Field, remain the preferred options for the spending of the available funds. However, due to potential complications regarding both projects the working group suggested other options for Council consideration being A) making a community garden or orchard on land owned by the Parish Council at the top end of the School Field. It was noted that this project would depend on agreement being obtained from the School who currently use the site. B) Purchase of land at the rear of Bullen Street for use as a community orchard. This land is privately owned, and currently overgrown, so although it could be pursued the chances of success were considered to be slim. C) The Cricket Club had been in contact to request S106 funding to purchase an electronic scoreboard. A meeting with the Cricket Club to discuss this further would be arranged. D) Cllr Foster suggested that the Armourwood Lane project be considered which involves making good a very old path from Chapel Cross towards Kitlake and Coombe Lane. This was thought not to be a public footpath although used regularly by the public. After discussion it was RESOLVED that the two identified projects of the Sheep Dip and Silver Street path remain the first choices for the S106 funding and that if one or both projects do not move forward within the next few months the School Field, Land at Bullen Street, Cricket Club, and Armourwood Lane options should be explored further. Cllr Wells enquired about a footpath from Silver Street to the Cricket Club and it was confirmed that this had been explored previously but that due to the costs involved had not been taken forward. Cllr Flatt enquired whether the Sheep Dip had been tested for contamination and it was confirmed that the Church Commissioners had not carried out any testing.

ii) Purchase of the Sheep Dip – it was reported that MDDC had agreed to fund the purchase of the Sheep Dip from S106 funding and had, in advance, transferred £7,000 to the Parish Council in this regard. These funds will be ‘ring-fenced’ for project use and returned should the purchase not proceed.

iii) Broadlands Development/Allotment Field – No further update had been received from the Church Commissioners regarding the laying of cables through the allotment field in connection with the proposed new housing development.

19/85 Hulk Lane – dedication of Public Bridleway: D/Cllr Deed had advised that he was awaiting a response from Tom Vaughan, DCC Highways, regarding a meeting date in order to take this matter forward.

19/86 Helicopter Night Landing Site: It was RESOLVED that the evening of 31st October be earmarked for the Opening Event as long as the WI Hut was available. Cllrs Waldron and Wells would oversee arrangements and present these to Council at the October meeting. A reserve date of 30th November was RESOLVED.

19/87 South West Water compensation claim: It was RESOLVED to ask Cllr Crang to attend a meeting between the Parish Council, Consultants, and South West Water regarding the car park compensation claim and the re-routing of the ducting through the car park.

19/88 Climate Emergency Plan: After consideration it was RESOLVED to adopt the circulated draft document.

19/89 Community Emergency Plan: After consideration it was RESOLVED to take the circulated draft document forward. The Chairman explained that the draft is currently only that, a draft, to be added to going forward. It was RESOLVED that the document be available for public review on-line, by way of hard copy, at the WI Hut, Saturday Market, Post Office, and that vulnerable people be identified and asked to join the plan (list of data not to be

published) in order that they can be cared for should an emergency occur. The Memorial Hall Committee had confirmed that the hall could be listed as a meeting place. Cllrs Hodge, Sims and Waldron volunteered to take this project forward including the contacting of non-council members who might be interested in the plan.

19/90 Clearing of the stream: It was noted that the stream had been cleared. Correspondence regarding this topic had been circulated and was noted. It was agreed that ongoing consideration should be given to ensuring that the debris does not build up again in future.

19/91 Recreation Ground: Cllr Sims reported that the crocodile swing was no longer fit for purpose due to rotting wood and that he had disabled the item. It was anticipated that costs for initial repairs would be around £250.00 and that further signs of rot were visible. Cllr Flatt proposed that any decision on the matter be postponed until the completion of the pending annual play inspection report which was RESOLVED. Cllr Sims reported that the 'no dogs' signs on the Rec gates were in need of replacement and it was RESOLVED that the Clerk and Cllr Sims see to this. Cllr Sims also reported that the three elm trees would need attention in 12 months' time as they all have signs of Dutch Elm disease although they remain in a safe state currently.

Regarding the purchase of a new ride-on-mower it was RESOLVED that Cllrs Sims and the Football Club identify a mower that is fit for purpose and report back on costs at the October meeting.

19/92 Handyman:

i) It was RESOLVED to pay the Handyman's salary request of £207.10 gross covering July and August 2019.

ii) The Handyman's report was considered and no further duties were added.

iii) Clearing of the vegetation from the reservoir cistern in Dark Lane was considered. A member of the public had volunteered to lead a working group on this project and it was RESOLVED to accept this offer. Cllrs Flatt, Lane, Sims and Hodge volunteered to form the working group and Cllr Lane will contact the resident to make the arrangements. Cllr Foster kindly volunteered to remove the Raddon sign stump.

19/93 Finance:

1) The bank balance at 01/09/2019 was noted as being £78,781.72

2) Banked receipts in July and August were noted as being: garage ground rents £630.00, Allotment £30.00, MDDC Stream Grant £654.00, MDDC Sheep Dip S106 funding £7,000.00, annual VAT re-claim from HMRC £1,725.32, History Society £50.00, Bank interest £9.04 and £8.22

3) It was RESOLVED to make the following payments:

A Marshall - Clerk salary	Sept salary £370.27 gross plus tax refund No tax due.	£374.27
C Marshall – Handyman salary	Sept salary (covering July/August) plus tax refund. No tax due.	£207.10
A Marshall - expenses	Litter Picker equipment, Stamps, Allotment clearing, Brown bin (1) annual fee, Stationery, Tidy-up Day refreshments,	£157.98 (VAT n/a)
T&D Garden Machinery	Ride-on-mower annual service	£381.75 (incl VAT)
Thorverton Memorial Hall	Hall hire May 2019 – April 2020	£286.00 (VAT n/a)
Strutt & Parker	Allotment field - 6 monthly rent	£90.00 (VAT n/a)
B Butt	Stream clearing	£654.00 (incl VAT)
DALC	Councillor training	£66.00 (incl VAT)
Substrata Limited	Geophysical Survey	£4,669.19 (incl VAT)
GX Accountancy and Bookkeeping	PAYE quarter 2	£22.50 (incl VAT)
A Marshall – Clerk salary	August salary	£416.87 net PAID
HMRC – A Marshall	Tax due August	£3.40 PAID

19/94 Dark Lane Wall: MDDC Planning Department had advised that planning permission was not required for the proposed railings due to this falling under permitted development rules. It was RESOLVED that the application be withdrawn and that the Chairman would advise MDDC accordingly. After discussion it was RESOLVED that Cllr Lawson be asked to take on the matter of obtaining quotes for the installation of railings for consideration at the next meeting.

19/95 Planning Applications:

i) **19/01336/CAT** to reduce the crown of 1 Ash tree and 1 Holly tree at Brook Lodge, Thorverton. It was RESOLVED to submit 'no comment' regarding this application.

ii) **19/01465/FULL** (revised) change of use of agricultural land for the formation of a residential vehicular access and track at Charolles, Thorverton. It was RESOLVED to make no further comment on this application.

Planning Decisions: to note decision notifications received to the date of the meeting including:

i) **19/00748/HOUSE** two storey extension and replacement garage at Lodge Farm, Thorverton. Granted.

ii) **19/00621/FULL** change of use from agricultural land to form a residential vehicular access and track at Charolles, Thorverton. Refused.

iii) **19/00690/FULL** retention of shed and decking (revised) at Dinneford Spring, Thorverton. Granted.

iv) **19/00836/TPO** application to pollard 2 protected Ash trees, Thorverton School. Granted.

v) i) **19/01135/HOUSE** (revised) erection of a first floor side extension at Victoria Orchard, Thorverton. Granted.

19/97 Quarry Car Park: It was RESOLVED that thoughts on maximising parking spaces, painting parking bays, having an electronic charging point and disabled spaces, and anything further should be brought to the October meeting for consideration. A request from a member of the public for a textile/clothing bank was discussed and it was RESOLVED not to take this forward due to there being a similar facility at the School.

19/98 Devon Digital Lives: Cllr Wells would shortly attend training on this topic and would then be able to provide support to local residents with the use of Information Technology (IT) to enable them to keep in touch with friends and family and to aid communications. It was RESOLVED to support this project which could involve 'drop in' sessions at a local venue. It was RESOLVED to cover the local venue costs for the first 5 sessions and to review the matter thereafter. Cllr Wells would update Council on progress at the October meeting.

19/99 Representative Reports:

a) **Focus** – nothing to report. b) **School** – nothing to report. c) **TMGT** – a shipping container had been installed in the field for housing the mower and equipment. Volunteers are required to help keep the field tidy and, if interested, should contact John Spivey. d) **Memorial Hall** – forthcoming Events: - Thorfest 07/09/2019, Family Halloween Party 01/11/2019, Christmas Barn Dance 30/11/2019, Christmas tree Lighting Ceremony 01/12/2019, Christmas Bingo 10/12/2019. Monthly film shows would start at the end of this month. e) **Highways & Footpaths** – Cllr Foster referred to his report (circulated) and confirmed that the stated broken gate had now been mended and that a new gate for footpath 10 is pending. He advised of the problems with HGV drivers getting stuck in Berrysbridge and proposed that an e-mail be sent to C/Cllr Squires and DCC Highways to request that 2 signs be put in place, one just past the Broadlands entrance and one at Three Limbed Oak, showing a lorry with a red line through it to help bring the issue to the attention of local and foreign drivers. It was RESOLVED to send the e-mail request which Cllr Foster volunteered to do. f) **Speedwatch** – July, 4 sessions, of 227 vehicles monitored 17 were recorded as speeding. August, 4 sessions, of 278 vehicles 39 were recorded as speeding. g) **Allotments** – allotment 22 had been given up and it was RESOLVED to refund the deposit of £25.00. The existing allotment rules and regulations were reviewed regarding vacant plots and it was RESOLVED that an advert should appear in Focus, and on the village notice board, for a period of one month prior to any vacant plot being re-let. It was further RESOLVED that when letting a plot preference should be given to residents who do not already have a plot or to households where a plot is not already registered. Cllr Lane volunteered to review the current rules and regulations. h) **Saturday Market** - Cllr Hodge volunteered to attend the September 14th market.

Councillor training: Cllr Hodge would attend a DALC Planning course on September 11th and report back to Council. Cllr Wells had attended a Councillor Finance course and the slides had been circulated. Cllrs Flatt and Foster had attended New Councillor training.

19/100 The Aims of Thorverton Parish Council: The circulated draft document was considered and after slight amendment it was RESOLVED to adopt and publish the document and to make it widely available at Saturday Markets and on the website. Cllr Lane would create and circulate a draft Satisfaction Survey for Council consideration with the aim of providing a way for the public to give feedback to the Council. Cllr Flatt suggested an amendment to the above-mentioned adopted document, however due to the resolution having just been passed he was invited to present his suggestions to the Council at the October meeting for consideration.

19/101 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 leave the meeting:

i) Cutting back of the up-growth at the Quarry Car Park. Two quotes had been received and after consideration it was RESOLVED that the Clerk should seek clarification prior to appointing the quote considered to be providing best value for money.

ii) Parish Handyperson vacancy. Three applications had been received and after discussion it was RESOLVED to appoint Neville Matthews as the new Handyman with effect from 1st October 2019. The Clerk was asked to make the relevant arrangements and the Chairman would inform all applicants.

19/102 Business at the Chairman's discretion:

1) Cllr Flatt requested that the Council consider the creation of committees and it was agreed to put this on the next agenda for consideration.

2) Cllr Hodge reported that the 'councillor responsibilities' page on the website was not readable – Clerk to action.

3) The Memorial Hall Committee had asked the Parish Council to consider Christmas tree funding again this year and it was confirmed that this matter would feature on the October agenda for consideration.

3) It was confirmed to Cllr Wells that it is not usual for Parish Councils to make external grant funding applications on behalf of local organisations.

19/103 The next Parish Council Meeting will take place on Tuesday October 8th 2019, 7.30pm, at the Thorverton Memorial Hall. All are invited to attend.

The meeting closed at 22.05

Chairman 8th October 2019