

# Frithelstock Parish Council

## Minutes of the Parish Council Meeting held on Thursday 5<sup>th</sup> January 2017 at 8:00pm in Frithelstock Village Hall

**Councillors Present:** Mike Stokes (Chair), Mackie Poole, Mark Goldman, Roger Hunkin, Andrew Heard and Mike Baker, District Councillor Phil Pennington

**Parish Clerk:** Zena Tett

**Also in attendance:** 1 members of the public and PCSO Melissa Baker

### BUSINESS TO BE TRANSACTED

216. **Apologies for Absence:** County Councillor Gaston Dezart and Councillor Elizabeth Hunkin
217. **Welcome:** Mike Stokes welcomed everyone to the meeting.
218. **Minutes of the meetings of the Parish Council:** held on 3<sup>rd</sup> November 2016 were agreed and signed as a true record, proposed by Cllr Stokes and seconded by Cllr Poole.
219. **Declarations of Interest:** None
220. **Public Participation:**
- PCSO Melissa Baker reported Frithelstock had remained crime free over the last 6 months with 7 logs made. She also advised the meeting of the arrival of Sergeant Dave Monkton and the station would remain at its current location in Torrington until the new facilities had been improved. There has been an increase in crime across the Torrington area, mainly the theft of fuel and plant equipment, however, shed break-ins are also being targeted.
221. **Matters Arising:**
- a) Speed Watch Update: Cllr Goldman advised the meeting that two speed watches had been carried out recently, however, data was not yet available from the flashing sign.
  - b) Sign Cleaning: Councillors agreed to tackle dirty signs in the Spring – to be discussed at a later date.
  - c) Highways Consultation Meetings: Cllr Stokes attended the meeting on 22<sup>nd</sup> November in Hatherleigh which was well attended. He mentioned the money being allocated by DCC for highways maintenance and it was agreed Cllrs Stokes and Poole would apply for support from the Highway Maintenance Community Enhancement Fund. Further

presentations were made on Highway Maintenance Funding, Highways Maintenance Network Hierarchy Review and Highway Safety Inspections – all have been attached to these minutes for information.

- d) Village Notice Boards Update: Cllr Baker to chase quotes and all Councillors present agreed Cllrs Stokes and Poole would proceed with the purchase of the Notice Board once quotes had been received. **Action Cllrs Baker, Stokes and Poole**
- e) Poorlands Charity Representation: Cllr Poole proposed he and Mary Goarman be re-elected, this was seconded by Cllr Stokes, all agreed.
- f) Village Hall Bookings: Cllr Stokes expressed his disappointment at having the Parish Council meetings moved to avoid clashes with other users when these meetings have been set for many years. Adrian Green suggested an online calendar be set up on the website, to help control bookings, when the website was up and running. Cllr Baker proposed all future Parish Council meetings be held on a Thursday at 8pm, this was seconded by Cllr Heard and all were in favour. After this decision was made Cllr Stokes made a formal request to Adrian Green that future Council meetings would not be blocked.

## 222. Member Reports

- a) Cllr Pennington: Mentioned Council grants to the value of £1,000 being available until the end of March. He also advised that tax would likely remain the same as last year at 3.99%. The Local Plan has gone before the Planning Inspectorate who have advised an additional 200 houses must be added before the Plan can be approved. Planning application number 10039/2014 will be resubmitted which will mean a road closure between Littleham Lane and Hyde Park Farm and taking traffic through the new development. This will mean a huge impact on highways and if anyone wishes to make a representation, they should comment on the planning application website. Finally, Cllr Pennington advised the meeting, refuse was under discussion and there may be a variation in collection at some time in the future – Cllr Pennington would hopefully have more information for the next meeting.
- b) Cllr Hunkin: Asked the Clerk to discover whether the Village Green was registered with the Land Registry. **Action Clerk**

## 223. Clerks Report

- a) Correspondence: The Clerk had distributed several items of correspondence by email since the November meeting. Correspondence highlighted:
  - E-mail from Communities Prepared outlining flood resilience training modules.
  - E-mail request from DCC Flood Risk Team to inform them of any areas affected by flood, please notify the Clerk who will forward all information.

- E-mail from Highways sending information on the Highway Community Enhancement Fund.
- E-mail from TDC regarding the Neighbourhood Plan Pre-Submission Consultation which ends on 6<sup>th</sup> January 2017 for receiving representations.
- Highways: Temporary prohibition of through traffic and parking – road from Plumpers Cross to Rakeham Hill Cross, Monkleigh from Monday 20<sup>th</sup> March 2017 until Friday 31<sup>st</sup> March 2017. TDC re the Parliamentary Boundary Review.
- Email from TDC attaching the Presentation on the Parliamentary Boundary Review
- The Clerk now holds a copy of the Register of Electors

## 224. Finance

### a) Bank Balance

Bank Balance as of 11<sup>th</sup> December 2016 statement was £6,200.38. One cheque was cleared during the period 12<sup>th</sup> November 2016 to 11<sup>th</sup> December 2016 amounting to £17.50 and no receipts. There are 5 cheques for signature totalling £332.59 which will give the Parish an actual balance of £5,867.79 when these cheques have cleared.

### b) Cheques for Signature

- £6.44 – Great Torrington School, printing
- £46.98 – Mike Stokes, fairy lights
- £194.73 – Clerks Salary November/December
- £43.60 – HMRC
- £40.84 – Clerks Expenses November/December

### c) Receipts:

- None

### d) Bank Mandate Forms: Additional signatures were required before the forms would be accepted by the bank. Clerk and Cllr Goldman to resubmit. **Action Clerk**

### e) Budget

The Budget was discussed and queries were raised for the Clerk to check, however, Cllr Stokes proposed the Precept be increased to £5,250 which would mean an increase of £250 on last year. This was seconded by Cllr Poole, all agreed. **Action Clerk**

### f) Councillors agreed the Clerk should ask Cllr Pennington for a contribution of £500 towards the cost of a further Notice Board. **Action Clerk**

### g) The Clerk to thank C. Cllr Dezart for his donation of £100 towards the Village Hall Roof. **Clerk to thank.**

## 225. Matters for discussion at next meeting

- A formal review of the Risk Assessment. **Action Clerk**
- Cllr Goldman gave his apologies for the next Parish meeting.

## 226. Chairman's Report

- Thanks to Cllr Poole for providing the Village Christmas Tree and Cllr Hunkin for assisting putting up lights.
- The Clerk will write to Mr Parish thanking him for providing an electricity supply for the Tree lights.
- The Telephone Box lights have been out for about a month but they're back on now, they may just have been tripped.
- Cllrs Hunkin, Poole and Stokes volunteered to dismantle the Christmas Tree.

**With no further business the meeting concluded at 9:30pm**

**SIGNED AS A TRUE RECORD: ..... (Chair)**

**NAME: ..... DATE: .....**

**Next meeting will be held in Frithelstock Village Hall on Thursday 2<sup>nd</sup> March 2017 at 8:00pm**