

Frithestock Parish Council

Minutes of the Parish Council Meeting held on Thursday 15th March 2018 at 8pm in Frithestock Village Hall

Councillors Present: Mike Stokes (Chair), Mackie Poole (Vice Chair), Lizzie Hunkin (part), Roger Hunkin, Mike Baker, Andrew Heard and District Cllr Phil Pennington

Parish Clerk: Zena Tett

Also in attendance: 2 members of the public

BUSINESS TRANSACTED

76. **Welcome:** Cllr Stokes welcomed everyone to the meeting.

A minute's silence was observed in memory of Sam Robinson.

77. **Apologies for Absence:** Cllr Mark Goldman and County Councillor Andrew Saywell

78. **Minutes of the Last Meeting:** Minutes of the meeting of the Parish Council held on 11th January 2018 were agreed and signed as a true record: Proposed by Cllr R Hunkin, seconded by Cllr Baker, all in favour.

79. **Declarations of Interest:** None

80. **Public Speaking Time**

80.3 PCSO Melissa Baker was unable to attend the meeting, however, she reported:

- 0 crimes

There were 7 logs, as follows:

- 1 animal welfare
- 1 lost and found (bicycle)
- 1 highway disruption
- 1 concern for welfare
- 1 road related offence
- 2 road traffic collisions

PCSO Melissa Baker also wrote that she was disappointed with regard to the official complaint made concerning the loss of a speedwatch site. She says the site in question had rarely been used since the start of speedwatch back in 2010 and had not been used for many months due to the limited number of speeders that were caught at the site. Only recently did she become aware that an official complaint against the Road Casualty Reduction Officer was

made and she felt that this was totally unnecessary and disappointing that an officers service and reputation were tarnished by this complaint. She understands the site in question has now been reinstated and hopes to see this site used on a regular basis along with the other sites in Frithelstockstone so the stress and worry caused by the complaint is not wasted.

Richard Joseph explained that an instruction from the Commissioner's Office was the reason it was the only way to get the site re-opened, he will write to PCSO Melissa Baker.

81. District and County Councillor Reports

81.1 District Councillor Phil Pennington

D.Cllr Pennington paid his respects to Sam Robsinon who served for 7 years in this ward, he will be missed and has left a huge gap in this area. There will be a memorial service in April and we await further details.

- Council tax for our district level is £5, which for a band D property would be an increase from £153 to £158 each year – 3.5% rise.
- Local plan, further consultations will need to take place before going back to the Planning Inspectorate for further review.
- Catsborough Cross was approved, although we have been advised the application has been halted due to an objector raising a judiciary review against Torridge District Council for the way the application was processed.
- Cllr Stokes mentioned an email from a resident complaining about the A388 being an official diversion route for the A39. Monkleigh are in discussions with Highways about a by-pass.
- Black bag collections are due to change on 4th June.

81.2 County Councillor Andrew Saywell

C.Cllr Andrew Saywell forwarded his apologies for not being able to attend the meeting. He sent in a report and a summary is as follows:

Firstly, he wished to pay tribute to his predecessor as County Councillor for Frithelstock, Sam Robinson, who sadly passed away recently. He knew Sam was well thought of in the Parish and he was a good friend and colleague to C.Cllr Saywell when they served together on Torridge District Council.

The weather is predicted to turn very wintery again this weekend. If there are heavy snowfalls once again, Highways will look to get primary routes (such as the A388) unblocked first, followed by the secondary routes and more minor roads. However, if there is an emergency situation and residents are stuck in their homes and need to get out (e.g. to go to hospital) then they can call Highways on **0345 155 1004** and report it is an emergency. This will get logged and Highways will divert the crews to help clear the road so that the residents can get out.

The County Council agreed its Budget earlier this month. DCC's share of the Council Tax precept is due to rise by 4.99% - with 2% specifically allocated for Adult Social Care. An additional £6.5m has been allocated to this year's Highways Budget and this money will be used specifically to fund improvements to drainage, as well as patching and potholes. He has already had a meeting with the Head of Highways at County Hall to discuss how this

money will be allocated and he is hopeful we will see more ditching, ploughing and gully cleaning work taking place. He regards fixing our drainage system as our highest priority for Highways.

C.Cllr Saywells advised Parish Councillors he has a £10,000 Locality Budget Grant and in addition will have a further £10,000 to spend within his Division on 'Capital' Projects. If the Parish Council has any projects in mind please keep him informed.

82. Matters Arising

Before commencing with Matters Arising Cllr Stokes mentioned item 69.1 of the previous parish council meeting had now been resolved and the sign had been mended.

82.1 Playing Field Equipment

Several Councillors met with a representative from TK Play who suggested additional works to the play equipment area. Additional surfacing around the equipment, the removal of spoil, laying geotextile liner and laying rubber mulch around sensitive areas of equipment prone to strimmer works. These additional works total £3,006.96, however, the Clerk has advised there would be insufficient funds to carry out this work immediately. Cllr Pennington advised Councillors he may be able to grant these monies if the Clerk was able to complete the paperwork in time. Cllr Stokes proposed the Clerk submits the paperwork, Cllr Heard seconded and all in favour. **Action Clerk** Cllr Stokes asked the Clerk to notify TK Play. **Action Clerk**

82.2 Playing Field Committee

Cllrs E Hunkin, and Baker have been contacted by a number of residents interested in helping out with events on the playing fields. It was suggested that a meeting be held with interested parties to explain the roles and commitment needed to form a Committee. It was also suggested that Terry Warrington be involved at this meeting which should hopefully take place before the Annual Parish Meeting in order to feed back responses. **Action Cllr E Hunkin and Baker**

Parish Councillors were reminded that an Independent Assessment must be carried out for the playing field before the end of April. Cllr R Hunkin will advise Terry Warrington to go ahead and use the money out of the current funds held the Playing Field Committee. Cllr Stokes advised the meeting that the last published accounts that could be found were reported at the last Annual Parish Meeting stating a balance of £3,318.03. **Action Cllr R Hunkin** Cllr Stokes was concerned about the grass cutting of the playing field and stressed the Parish Council must be transparent when spending public money, therefore, three quotes should be obtained for this maintenance contract. Cllr Stokes proposed tenders should be invited for 15 cuts and 15 strims throughout the remainder of the year to October. The Clerk was asked to include a deadline of 3 weeks. This was seconded by Cllr Poole, all in favour. **Action Clerk**

Cllr Stokes also proposed the contracts for the maintenance of the grass cutting should run for two years – no-one seconded.

Cllr Poole suggested the Container would need to be delivered as soon as the ground was safe. The Clerk was asked to contact Adrian Green for an update. **Action Clerk**

- 82.3 Torrige Area Advisory Meeting
Cllr Pennington will forward information when it becomes available.
- 82.4 Flooding
Highways have been notified but have still not done anything.
- 82.5 Blocked Drain Opposite TK Play
Highways have been notified but have still not done anything.
- 82.6 Speedwatch
The flashing sign isn't working, the Clerk has been asked to contact the supplier/Highways. **Action Clerk**

83. New Items

- 83.1 Risk Assessment
The Risk Assessment was reviewed by Councillors and amendments were agreed. Proposed by Cllr Stokes, seconded by Cllr Baker, all in favour.
Action Clerk
- 83.2 Proposal for Future TAP Fund Allocation
Langtree Parish Council has requested Frithelstock Parish Council use its next years TAP Fund allocation to help fund the night landing site for Devon Air Ambulance in Langtree. Councillors agreed to discuss this when further TAP Funding was made available. **Action Clerk**

84. Planning

- 84.1 1/0122/2018/FUL: Higher Coombe, Monkleigh for extension to dwelling.
Comments: None.
Decision: Due to the weather, the previous Parish Council meeting was cancelled and Parish Councillors made the decision not to object to this application
- 84.2 1/0635/2017/FULM: Land at Catsborough Cross, Monkleigh for erection of agricultural dairy unit – to note the decision made by TDC to grant permission for this application.
- 84.3 To discuss any other planning matters which have arisen since the date of the Agenda and this meeting.
- 84.3.1 1/0231/2018/FUL: Caer Bryn, Hele Lane, Frithelstockstone for new garage door to front elevation and cladding to side elevation.
Comments: None
Decision: No objection
Proposed by Cllr Stokes, seconded by Cllr Heard, all in favour. **Action Clerk**
- 84.3.2 1/0226/2018/FUL: Briarwood Farm, Stone Leigh, Hele Lane, Frithelstockstone for retrospective application for agricultural livestock building and tool shed.
Comments: None
Decision: No objection
Proposed by Cllr Stokes, seconded by Cllr E Hunkin, all in favour. **Action Clerk**

85. Clerks Report

85.1 Correspondence

The following correspondence, which had been previously circulated, was noted/reviewed:

85.1.1 TDC: Standards Committee & Code of Conduct

85.1.2 Highways: Temporary Prohibition of Through Traffic at Hele Lane –
The Parish Council suspects access to playing field will be restricted –
Clerk to forward paperwork to Richard. **Action Clerk**

85.1.3 TDC: Parish Council Planning Information Sharing Sessions

85.1.4 DCC: Traffic Sensitive Street Review Highways: Hele Lane Road
Closure

85.1.5 TDC: Consultation on North Devon and Torridge Local Plan

85.1.6 Police: Devon and Cornwall Alert

85.1.7 Winkleigh PC: NP Planning Course

85.2 Insurance for Play Equipment & Events

The Clerk confirmed no play equipment is currently insured, however, the trampoline will be added when installed. The Village Green itself is covered under the Public Liability section as standard on the Parish Council policy. When the Parish Council organises an event, the Parish Council are responsible for ensuring the green is fit for purpose and should carry out a risk assessment to ensure cover. However, events such as donkey rides etc will need to be covered separately or hold the event at our own risk. When other organisations, such as the Village Hall, hold events, they will be responsible for carrying out their own risk assessments and arrange their own cover, this would keep their liability separate to the Parish Council. There is a “not for profit” insurance policy available on the internet.

Clerk to ensure play equipment is insured. **Action Clerk**

86. Councillors' Reports and Items for Future Agenda

86.1 Cllr Baker

The playing field tenders should specify what insurance cover will be provided. **Action Clerk**

86.2 Cllr R Hunkin

Some other Villages are celebrating Armistice Day with the ringing of the bells or holding a Tea. Councillors suggested a Vintage Tea where residents could bring in War memorabilia and that this should be put on the Annual Parish Meeting Agenda to ascertain residents response. **Action Clerk**

87. Finance

87.1 Payments

The following payments were approved: proposed by Cllr Stokes, seconded by Cllr E Hunkin, all in favour. **Action Clerk**

87.1.1 Clerks Salary & Expenses	£391.22
87.1.2 Great Torrington School: printing	£6.60
87.1.3 Clerks Expenses	£13.24

87.2 Review of the Bank Balance

As of 11th February 2018, the balance in the General Account was £15,008.27. There are outstanding payments totalling £739.36, giving a

balance of £14,268.91 once these transactions have been cleared. The savings account balance stands at £665.61.

- 88. Date of Next Meeting:** was confirmed as 3rd May 2018 at 8pm in the Village Hall, Frithelstock. However, the Annual Parish Meeting will be held on 26th April at 7:30pm where Richard Haste will be giving a talk on recycling.

With no further business, the meeting closed at 9:15pm

SIGNED AS A TRUE RECORD: (Chair)

NAME: **DATE:**

DRAFT