

Frithestock Parish Council

Minutes of 10th Combined Annual Meeting for Parish Council, Village Hall & Playing Field Tuesday 15th April 2014 - 7:30pm Frithestock Village Hall

Parish Councillors Present: Mr M Poole (Chairman), Mr R Hunkin (Vice-Chairman), Mr G Ball, and Mr M Stokes

Village Hall Committee Members Present: Adrian Green, Marcelle Paton-Smith, Colette Henerty, Melanie Goldman, Sylvia Debnam, John Miles, Eilean Brown, Maureen Poole, Mike Stokes, Arthur Poole, Derek Raymont, Lizzy Hunkin, Gale Riddell, Roger Hunkin,

Playing Fields Committee Members Present: Mark Thomas and Richard Joseph

Clerk: Mr P Blossie

Also In Attendance: Cllr. Gaston Dezart (DCC), Cllr. Phil Pennington (TDC), Lesley Ball, Dave Debnam, Mark Goldman and David Smith

1. Welcome: Mr Poole welcomed all to the meeting.
2. Apologies: Received from PCSO Melissa Baker, Cllr Phil Pennington had sent apologies that he would be late as he was attending a meeting of the Torrington Area Advisory Committee and arrived at 8:20pm.
3. Minutes of the combined Annual Parish Meeting, Village Hall AGM and Playing Field AGM, Tuesday 16th April 2013: The minutes of the combined Annual Parish Meeting, Village Hall AG and Playing Field AGM of Tuesday 16th April 2013 were read, agreed and signed.
4. Annual Crime Report: PCSO Melissa Baker was unable to attend the meeting but had sent a written report that was presented by the Clerk.

Frithestock Parish has a very low crime rate and less than two calls received per month, which is excellent. The high number of highway disruptions was mainly due to trees down and flooding on the road due to the awful weather we experienced.

Crimes: 4

- 3 thefts (1 advertising signs, 1 plant pots and 1 mobile phone)
- 1 dog out of control

Logs: 21

- 3 Road traffic accidents
- 8 highway disruptions
- 2 anti-social behaviour
- 1 alarm report
- 2 abandoned 999 calls
- 1 personal anti-social behaviour
- 1 concern for welfare
- 1 suspicious circumstances
- 1 complaint
- 1 missing person

5. Village Hall Annual Report: Adrian Green took over the Chair.

5.1. Apologies: Jean Short

5.2. Minutes: The Chairman stated that the agenda was posted on the village website, as were the draft minutes of the previous AGM. There are copies of the agenda available on the side table together with copies of the Financial Statements for the year just ended. As the minutes of the previous AGM had been covered by the reading of the minutes of the combined meeting the Chairman proposed that they be taken as read. No objections.

5.3. Matters Arising: There were no matters arising.

5.4. Report of the Management Committee: Adrian Green raised the matter that Marcelle had been appointed Chair of the Entertainments Committee but had not been officially appointed to the Management Committee and that this would be formalised this year. There had been good use by the Pilates Group and other users, including charity fund raising events by the Rowing Club, which would be contributing £1,000 to the Defibrillator Fund. This project will now be managed by the Parish Council. He announced that there would be no increase in the rent of the hall for charity fundraising events. These had raised in excess of £3,000 for charities this year. The small meeting room would now only be used for storage and therefore not available for hire. More reliance would be put on fundraising activities to compensate. In the coming year new scalplings would be needed for the car park and other maintenance works would be needed. Adrian was pleased to report that the 50 Club had contributed over £20,000 to Village Hall funds over the past 25 years and expressed his thanks to Jenny Hearn and Michael Short for their hard work.

5.5. Report of the Entertainments Committee: See Item 6.

5.6. Financial Statements and Treasurers Comments: The Treasurer stated that the current bank balance was £10,313.56 including £ 1,000 held on behalf of the Defibrillator Fund, which was to be passed over to the Parish Council. In the year, two small deposit accounts, with about £ 50 in, were closed and the funds put in the main account. There were no major bills outstanding. EDF had not read the meter for some time and the electricity account was about £ 500 in credit based on our readings. The Chairperson noted that, as we use Receipts and Payments accounting, the credit on the electricity account is not reflected in the financial statements. Nor is the fact that the bar stock and cash float together amount to nearly £900, which is one of the reasons he had said that the finances are perhaps better than they might appear.

5.7. Resolutions to effect changes to the Constitutional Document: The Chairperson explained that the Village Hall charity is governed by a Constitutional Document which is the Conveyance of the Hall, as the old school, from the Clinton Devon Estate to the Parish Council (acting as Custodian Trustee). This was back in the 1950's. In some minor aspects this document is no longer fit for purpose. The Chairperson had been in discussion with the Charity Commission. It was not possible to change the document itself but resolutions can be passed using statutory powers to replace parts of certain clauses. A couple of very minor things require specific Charity Commission consent, which was not yet forthcoming, but the other changes could be made now. The first matter is the number of Members on the Committee as mentioned before. The Document says 'Five' elected Members and 'Five' Representative Members. The Management Committee want the freedom to determine the appropriate number themselves. The Chairperson proposed the Resolution that: 'In sub-clauses 3 (2) and 3 (3) the word 'Five' be deleted and after the word 'Committee' be inserted the words 'in such numbers as shall be determined by the Committee from time to time'.

Mel Goldman seconded the resolution. There was no dissent and the resolution was adopted.

The Chairperson proposed the Resolution that: 'In Clauses 16, 20, 21 and 23 the reference to 'the Minister of Education' be replaced or construed as referring to 'The Charity Commission for England and Wales' to reflect the transfer of duties and functions.' Mike Stokes seconded the resolution. There was no dissent and the resolution was adopted.

The Chairperson explained that the Second Schedule needed to properly reflect who the current user groups and appointing organisations really are. The Chairperson proposed the Resolution that: 'In the Second Schedule the reference to 'The Trustees of the Methodist Chapel' be replaced by 'The Ex-Serviceman's Skittle Club' and reference to 'The Association of the Baptist Chapel' be replaced by 'The Frithelstock Playing Field Committee'. Mel Goldman seconded the resolution. There was no dissent and the resolution was adopted.

The Chairperson explained that having adopted those resolutions the Committee needed to adopt a resolution which put the number of Members at the level the Committee has determined as appropriate.

The Chairperson proposed the Resolution that: 'The number of Elected Members for the purposes of Clause 3 (2) shall be Six and the number of Representative Members for the purposes of Clause 3 (3) shall be FIVE from The Frithelstock Parish Council and ONE from each of the other appointing organisations set out in Schedule 2.' Mackie Poole seconded the resolution. There was no dissent and the resolution was adopted.

5.8. Election of Elected Members: There are currently five Elected Members all of whom have indicated their willingness to remain in office. They are :

Adrian Green
Melanie Goldman
Steve Beer
Derek Raymont
Michael Stokes

A sixth position has just been created and the Chairperson proposed that Marcelle Paton Smith, Chairperson of the Entertainments Committee be added to the list of names seeking to be elected. Mel Goldman seconded the proposal. The Chairperson asked whether anyone else wanted to seek election. No other names were put forward. Richard Joseph proposed that the five existing elected members and Marcelle Paton Smith be elected for the period until the next AGM. Dave Debnam seconded the proposal. The six named people were duly elected.

5.9. Confirmation of Representative Members: The Parish Council and the Playing Field committee have specifically appointed their Representative Members at recent meetings. The Committee had not been informed by any of the other appointing organisations that they wished to change their representatives. All Representative Members therefore are confirmed in office. They are:

For the Parish Church - Jean Short
For the WI - Sheila Weeks
For the Skittle Club - Arthur Poole
For the Parish Council - Mackie Poole, Roger Hunkin, Eileen Brown, Peter Hutchings and Gale Riddell
For the Playing Field – Terry Warrington.

The officers appointed by the Committee have all agreed to remain in office for this year. They are:

Sylvia Debnam - Treasurer
Lizzy Hunkin - Secretary
Colette Henerty - Auditor
Jean Short - Bookings Secretary
Maureen Poole - Deputy Bookings Secretary

5.10. Election of Chairperson and Vice Chairperson: The Chairperson explained that, so that there was no hiatus between meetings, it would be appropriate to elect the Chairperson and Vice Chairperson now. Roger Hunkin proposed that Adrian Green continue as Chairperson. Eileen Brown seconded the proposal. Mike Stokes proposed that Melanie Goldman continue as Vice Chairperson. Roger Hunkin seconded the proposal. There being no other nominations put forward the proposals were adopted.

5.11. Election of Chairperson for Entertainments Committee: The Chairperson explained that although it was an informal Committee the Entertainments Committee still required a Chairperson and he proposed that Marcelle Paton-Smith continue in office as Chairperson of the Entertainments Committee. Maureen Poole seconded the proposal. There being no other nominations put forward the proposal was adopted.

5.12. Adoption of Financial Statements: The annual financial statements had been made available and are attached at Appendix I. The Chairperson had reported on the figures and the state of the Hall finances and the Treasurer had reported on the current cash balances. There were no further questions. Melanie Goldman proposed and Mark Goldman seconded the adoption of the Financial Statements for the year ended 31 March 2014.

5.13. Any Other Business: Mark Goldman reported that the large marquee was coming to the end of its life, partly as a result of the battering it had taken due to the high winds at the last two summer Music Festivals. Each time it was used now it needed repairs to the frame and the canvas. It was possibly time to consider purchasing a new marquee. The Chairperson asked whether it would still be serviceable for the Music Festival in June in which case he would investigate the cost of a new one and report back to the Committee at a later date. It was confirmed that it would be acceptable for one last outing. There being no other business the Village Hall AGM concluded.

6. Entertainments Committee Annual Report: Marcelle Paton-Smith presented the following report. The Entertainments Committee is an informal sub-Committee of the Management Committee. Three members of the Entertainments Committee, Adrian Green, Melanie Goldman and Steve Beer, are also on the Management Committee but it is not a requirement for membership and it is open to anyone to become a member, contribute ideas and to help at village events. During the reporting year, four significant events were organised by the Committee beginning with the Teddy Bear Picnic Scrumpy Stroll in May. We had a gloriously sunny day and more than 75 adults and children, plus numerous teddy bears, strolled over a picturesque route with frequent rests for cider and soft drinks. When we were half way round we had ice creams, children's games and a group photo of the teddy bears and their owners. The afternoon ended with a return to the Village Hall for a BBQ and drinks at the bar. In all, the scrumpy stroll raised a total of £212. In June, we held the Music Festival on the Playing Fields with a gate of more than a hundred people, who were entertained by musical talent from the village plus an excellent band called 'Soul Agency'. We managed to hold a number of field events between frequent heavy rain showers, including tug of war and bale tossing competitions and so we were able to award the prizes that had been held over from last year's festival when it was too wet for the competitions to be held. The music festival raised a total of £840. In September there was a 70's Retro Night with food and music inspired by the decade. The evening was greatly enjoyed by everyone and we had a colourful turn out of fancy dress with many imaginative and artistic costumes. Although we only sold 36 tickets, we did manage to make £378 from this event. A raffle was held on the night for the Village Defibrillator Fund and this raised £78 for the Fund. The Christmas Fun Night in December was very well supported and we were entertained by a real variety of acts by members of the village, including the hilarious finale by 'Blokes in Coats'. The entertainment was followed by a 'bring and share' supper and games for the children. The Committee would particularly like to thank everybody who performed on the night and gave us all such an enjoyable evening. The evening raised £77 for the Village Hall and the raffle raised £ 155 for Children's Hospice South West. The Annual Quiz, which was held last Friday, was a little later than previous years and so falls into the 2015 financial year; the Quiz will therefore be reported in the 2015 Annual Report at next year's AGM. In addition to these events, the bar has been opened for the regular First Friday Social Night; twice for an evening celebration following the Frithelstock Indoor Rowing Club Ladies record challenges; for a Birthday Party; for the presentation of the Runner-Up prize in the Best Kept Village Competition; and for a lunch and an evening Quiz to raise funds for Parkinson's Disease research. Together, all these events and the bar, (excluding the latest rowing challenge and the recent Quiz, which both fall into the new financial year), have contributed just under £2500 towards funds for the Hall; the Committee would like to thank everybody who was involved, in whatever fashion, in organising and putting them on. The events that we are planning for the coming year include a Scrumpy Stroll on Sunday 25th May and the Music and Beer Festival on Saturday 21st June, when the band will be Wild Strawberries. We have decided not to have another retro night event this year but instead there will be a Halloween Party on Friday 31st October, which we hope will include a largest and best decorated pumpkin competition. Pumpkin seedlings will be made available for sale for the competition once we have a bit more warm weather. If there are any other types of events that you would like to see organised in the hall, or if you would like to be involved in helping with any of the events, please don't hesitate to talk to a member of the Entertainments Committee. Finally, the Committee would like to thank everyone in the village who has attended the various events we have organised during the past year; we hope that you have enjoyed them and thank you for your continued support.
7. Playing Fields Annual Report: In the absence of Terry Warrington, a report was presented by Richard Joseph. There were now 14 'friends' of the Playing Fields Association. It had been decided that the gates needed to be moved for safety reasons. More signage was needed with winter and summer opening times. A 'clean-up' date is to be announced later in the year. Mark Thomas presented the accounts for the year ending 31st March 2014, which are shown at Appendix II.

8. Poorlands Charity Report: Thanks were extended to Richard Joseph and patrons of the Clinton Arms for their donation of £22.00. Gifts of biscuits or chocolates and a plant had been delivered to 9 households. Mackie Poole had been in touch with some of the recipients and they were very appreciative of the gifts. Mackie thanked Mary Goaman for her hard work. The accounts for the past year were as follows:

<u>Balance 01/01/2013</u>	£18.63
Interest	£17.98
Donation	<u>£22.00</u>
	£58.61
Paid Out	<u>£54.00</u>
Balance 31/12/2013	<u>£ 4.61</u>

9. 50 Club Report: It was reported that there were now 74 members in the club. Over the past 25 years £20,342.80 had been donated to village hall funds with over £40,000 having been raised in total. Mackie offered his thanks to the organisers, Jenny Hearn and Michael Short, and to the participants.

10. Speedwatch Report: Richard Joseph gave a presentation on the work of the Speedwatch team, which comprised himself, Dave Debnam, Maureen Poole, Sue Bowman, Mark Goldman and a new member, Marcelle Paton-Smith. There are 3 approved sites but mainly 2 of these are used to cover traffic passing either way past the village hall. 18 checks were carried out during 2013. Of approximately 2,000 vehicles passing through the village 269 had exceeded the speed limit (35mph using their criteria). The highest speed recorded was 58mph with several more only slightly slower. Unofficially, a time of 63mph had been recorded for one motorcycle. The team had also helped out another group in Torrington and was aware of a new team starting shortly in Saltrens. Richard said that funds were being sought for a flashing sign and that there should be further news about this in the coming 12 months. New volunteers were always needed in order to operate 2 teams – 1 in each direction. A parishioner asked about risk assessments, which Richard assured had been done.

- 10a. Richard went on talk about the Parish website, which he manages. There had been 20,050 hits so far – about 3,300 in the past year, showing that many residents were using the resource. Also, there were many visitors to the site from further afield: from the UK – London, Barnstaple, Maidenhead, Exeter, Cardiff, Wilmslow, Carmarthen, Bideford, Leeds and Tiverton; and from overseas – USA, Spain, Australia, Canada, Belgium, Finland, France and Guatemala. Richard raised 4 points: (i) Anyone with a page on the website must be responsible for sending him updates, changes and new images, (ii) There are 3 adverts on the site at the moment and he is hoping for 2 more this year, (iii) He has heard concerns that the website's URL indicates that it is part of sheppardsworld.com. This is because it accesses the servers at his house via Eclipse in Exeter. The cost for Eclipse to provide up to 50 megabytes storage space is £48 per year. The site is currently 580 megabytes, which Richard supplies at no extra cost. (iv) Anyone with new ideas for the site was asked to send their suggestions to Richard.

11. War Memorial Report: Mike Stokes presented a report. It had been agreed by the Parish Council to provide steps up to the memorial for the safety and convenience of users. The total cost would be £3,366 and finance had been obtained from the War Memorials Trust and DCCs Devon Remembers Fund (50% each). Work should start in May. The War Memorial Trust will put details of the Frithelstock memorial online. Judith Seaman had identified 13 names that could potentially be added to the memorial and the Parish Council will consider whether they should be added at a later meeting. Mike thanked Mackie Poole for playing a large part in securing 100% grant funding. The WI were to plant poppies and 3 baskets were to be placed around the memorial.

12. Parish Council Annual Reports:

- 12.1. Finance Report: The Clerk presented a provisional Income and Expenditure Account for the year ending 31st March 2014 (Appendix III). The combined precept and supplementary support grant for the year was £3,750.00. A TAP Fund application that had been submitted recently together with Buckland Brewer, Langtree and Peters Marland Parish Councils and had been successful resulting in

an award of £333 towards the defibrillator scheme, which the Clerk proposed earmarking as a separate reserve within the accounts. Total expenditure for the year had been £2,913, resulting in an increase in the general reserve from £950 to £2,359.

12.2. Chairman's Report: (i) Mackie Poole reported that, although some work on potholes had been done, there was still a problem with Rakeham Hill. (ii) He had been pleased to see the installation of the bus shelter this year but not so pleased by the recent damage inflicted by a Stagecoach bus. Fortunately, the incident had been witnessed by Greg Ball. DCC had wanted the shelter taken down but it has now been replaced slightly further back from the road at no cost to the Parish Council. (iii) A village survey to identify local housing needs had been carried out. There had been a good response and the minimum recommended level of development had been requested in the Local Plan submission. (iv) The Road Safety Officer, Mike Newcombe, had been asked to investigate the safety issues at the entrance to Hele Lane but had given no satisfactory response. His suggestion of a 9" barrier was considered unsuitable and he did not approve of Mackie's suggestion of a yellow-box scheme. (v) Mackie was also unhappy with the lengthsman service, which had been virtually non-existent this year. The gully between the village hall and Huskhill was a particular problem. (vi) DCC had also shown little co-operation regarding the speeding issues. Mackie wondered whether the flashing signs in Merton (which had recently been removed for repair) had been provided on loan from DCC. (vi) Frithelstock had been runners up in the Previous Winners group. The open-evening and presentation had gone well. (vii) Mackie congratulated the rowers, who had secured 3 world records. (viii) Mackie stated that he took responsibility for deciding that the defibrillator should go in the phone box, having discussed the matter with a number of people, the majority of whom felt this was the best place for it. As it was no longer going to be at the Village Hall it had been proposed that the Parish Council should take over responsibility for it, and finally, (ix) he thanked all those that had attended Parish Council meetings this year and who had held office.

13. Open Forum: Cllr Phil Pennington said that DCC Highways had failed to turn up at the recent Torrington Area Advisory Group, as had the Broadband representative and he was therefore unable to provide up to date information. Torridge Council was under some pressure from cuts in government funding. The Refuse Collection service was continuing successfully with any fly-tipping dealt with within 24 hours. He was not very pleased with the performance of the Planning Team but gathered that it was improving. The Draft Plan Section 3 (Rural Plans) had been completed but there was little affecting Frithelstock. This year's Council Tax bills had been issued successfully. Council Tax had increased by 1.95%. He was concerned about the effect of the cuts, including the County Council cuts, especially the effect on infrastructure. Finally, Phil said that he would be contributing £1,000 this year to the Playing Fields Association from his Locality budget. Cllr. Gaston Dezart gave a report on potholes. There was currently a backlog of 3,143 in the system, of which 253 were on main roads:

Potholes: week-ending 9th April 2015

	<u>Main</u>	<u>Minor</u>	<u>Total</u>
No. Reported	383	1,285	1,668
Repaired last week	586	2,228	2,814
Current Backlog	253	2,890	3,143

During a discussion about flashing speed signs, it was generally agreed that the type that counts down your speed, such as those on the A39, were best.

Marcelle Paton-Smith suggested that part of the preparation for this year's Best Kept Village competition could be to ask parishioners to ensure that recycling boxes were not put out too early and that they were kept looking tidy with the bags firmly closed etc.

14. Date of Next Meeting : Tuesday 14th April 2015, 7.30pm Frithelstock Village Hall.

There being no further business, the meeting closed at 9:10pm

Signed as a true record: _____ Date: _____

(Chairman)

DRAFT