

# *Frithelstock Parish Council*

## **Minutes of the Parish Council Meeting held on Tuesday 4<sup>th</sup> November 2014 at 7:30 pm in Frithelstock Village Hall**

Councillors Present: Mr M Poole (Chairman), Mr R Hunkin (Vice-Chairman), Mr A Heard, Mr H Pettifer and Mr M Stokes.

Clerk: Mr P Blossie

Also in attendance: Cllr. Gaston Dezart (DCC), Cllr. Phil Pennington and 11 members of the public: E Cockerill, Rob Daniel, Mary Deane, Dave Debnam, Sylvia Debnam, Mark Goldman, Melanie Goldman, Adrian Green, Richard Joseph, Marcelle Paton-Smith and D Smith.

**KEY: Actions are shown in bold blue type    Decisions are shown in bold red type**

106 Welcome: The Chairman welcomed all to the meeting

107 Apologies: Greg Ball was not able to attend as he was moving home this week. Mike Baker was unable to attend as he had recently broken his leg and had also suffered a recent family bereavement. PCSO Melissa Baker also apologised that her shift pattern precluded her from coming to the meeting.

108 Public Participation: Mark Goldman said that he would be resubmitting his planning application for a new dwelling r/o 7 Meadowstone Close. Richard Joseph said that the minutes of the parish council meeting held on 2<sup>nd</sup> September 2014 had not included any reference to discussions about any potential community benefit. The Clerk pointed out that minutes are not intended to be verbatim, that the Council had been advised by the Clerk and Cllr Mike Stokes that any decisions must be limited to matters of material consideration and that this had been recorded. Roger Hunkin stated that he agreed that the figures quoted should not be minuted. It was proposed by Mackie Poole and agreed by a majority that it should be recorded that Mackie Poole had discussed the question of potential community benefit with the developer and agreed a sum of £3,000 a year, index-linked for 20 years, payable to the Parish Council. Adrian Green (i) reported that repairs were required to the bridge at the bottom of Windy Hill. (ii) He also reminded the Parish Council that it had agreed at the Annual Parish Meeting to meet the costs of a marquee from the Village Hall's annual grant fund. An invoice would be submitted for approval to the January Parish Council meeting.

109 Minutes: The minutes of the meetings held on 2<sup>nd</sup> and 16<sup>th</sup> September were approved and signed.

110 Presentation by Rob Daniels and Marcelle Patton-Smith re Solar Energy: Rob Daniel is undertaking voluntary work with 361 Energy, a local company that provides renewable energy solutions. He and Marcelle-Paton-Smith had attending an Open Day at Woolserly Village Hall to investigate the energy efficiency and renewable energy features that had been installed there with a view to applying them to Frithelstock Village Hall. Marcelle gave a comprehensive overview of 10 energy saving/efficiency design features and the use of PV arrays, a wind turbine and ground source heat pump that had all been utilized to keep costs (and the hall's carbon footprint) to a minimum. Rob gave brief details of some of the funding sources for implementing these schemes, including the use of crowdfunding to trigger other forms of investment. Marcelle

provided a table showing the impact of the features on energy efficiency. The Woolsery Hall is about 3 times the size of Frithelstock's but it was felt that most of the features could be applied to Frithelstock Village Hall. Adrian Green asked for volunteers to work with Rob to develop a project for the hall.

111 Report by Councillor Phil Pennington: Torridge District Council: Cllr. Pennington reported that the negotiations for partnership arrangements with South Hams and other district councils had fallen through and that it was most likely that closer working relationships, or possibly a merger, with North Devon District Council were now the most likely scenario. The two authorities were already working together on Planning Services, the Crematorium and some finance services and, although these working arrangements had not always been without their tensions, lessons had been learned and they formed a basis for a more permanent relationship.

112 Report by Councillor Gaston Dezart, Devon County Council: Cllr. Dezart brought with him an application form for the Parish Council to apply for a Locality Budget Grant towards the flashing sign, which was completed and returned to him. It was reported that the gully outside the village hall had still not been cleared and he undertook to chase it up. Cllr Dezart had met with Mr Ozzy Connor at Townsend Farm who had complained about flooding problems and wanted to change a watercourse. He had also been approached by Mr Westerman who would like a grit bin for his lane.

113 Matters Arising:

- a. Parish Lengthsman: Cllr Dezart reported that the lengthsman service was being suspended but that there might be opportunities in the future for the County Council to supply tools and materials so that parishes could supply the volunteer or contract labour to carry out the work. He asked the Council to let him know if there were any particular issues that needed to be resolved. Mackie Poole said that prevention was better than cure and that the lengthsman service was the most essential service to the village. He asked Cllr Dezart to report back the Council's concerns about the loss of the service.
- b. Potholes and drainage issues: See above
- c. Pavement in Hele Lane: The Clerk had spoken to Steve Beer about releasing a strip of land but he had no desire to do so at the present time and could not foresee releasing the land at any time in the foreseeable future.

114 Clerk's Report: (a) The clerk presented 29 items of correspondence, many of which had been distributed earlier by email:

1. Joint Area Advisory Group Agenda
2. DALC Newsletter September 2014
3. Messagemaker: LED Traffic Information Displays
4. Road closure A388 Monkleigh and Frithelstock 26, 29-30 September (postponed to New Year)
5. Care Closer To Home Commissioning Intentions
6. Macmillan Coffee Morning at Torrington Police Station
7. Temporary Traffic Order - A386 - Road from Rakeham Toll House to New Street, Frithelstock
8. Macmillan Coffee Morning, 2nd October 2014
9. DCC Community News Roundup: Library Service Review
10. DCC: New Highway Fault Reporting System
11. DALC Newsletter: Its Budgeting Time

12. Devon Countryside Access Forum, Annual Report
13. DCC: Community News Roundup, October 2014
14. DALC: Fireworks and Bonfires Advice and Guidance
15. DCC: Temporary Traffic Order - B3227, Frithelstock, Langtree, Monkleigh (TTRO1408366)
16. Police & Crime Commissioner Public Question Time Event- Hatherleigh- Friday 7/11/14
17. NHS Northern, Eastern and Western Devon CCG: Urgent and necessary measures to address patient demand
18. TDC: Consultation on draft flood risk and river basin management plans [Response requested]
19. DCC Highways: Parish & Town Council Webpage
20. Community News Roundup: Care and Support Survey
21. STITCH: Public Meeting 8th November 2014
22. DALC: Electoral Review of Devon - Information from the Local Government Boundary Commission
23. Police: Newsletter, November 2014
24. TDC: Emergency Planning Letter
25. Healthwatch Voices, Issue 6, Autumn 2014
26. Clerks and Councils Direct, November 2014
27. Paula Dolphin, "Parliamentary Candidate for Torridge & West Devon" – letter of introduction [passed to Mackie Poole for his attention]
28. Local Government Boundary Commission: Electoral Review of Devon – to be added to agenda for January 2015
29. Zurich Insurance - Renewal date reminder (10th December 2014): Approval given for the clerk to renew the insurance when it becomes due.

(b) Openness of Local Government Bodies Regs 2014: Review of Standing Orders: The Clerk explained that there had been a change in the law meaning that filming of recording of Parish Council meetings was now possible. This would have meant a change to Standing Orders if Frithelstock had been using the NALC model but, as this Parish had adopted a 'home-grown' version, which made no mention of filming or recording, it was not essential to make any change at this time. However, Standing Orders ought to be reviewed annually and this has not been done since 2009. The Clerk recommended that the Council ought to consider implementing the NALC model in order to demonstrate good governance, but that this could be done next May, when the Council is due for re-election. A document had been distributed by email showing possible new wording for Standing Orders relating to filming and recording as background information for members. **It was agreed to review Standing Orders after May 2015.**

c) The Clerk proposed the following dates for meetings in 2015 (first Tuesday in the month):

6<sup>th</sup> January 2015 (7:30pm)

3<sup>rd</sup> March 2015 (7:30pm)

21<sup>st</sup> April 2015 (7:30pm) – Combined Annual Parish, Annual Parish Council and Village Hall AGM

5<sup>th</sup> May 2015 (8:00pm)

7<sup>th</sup> July 2015 (8:00pm)

1<sup>st</sup> September 2015 (8:00pm)

3<sup>rd</sup> November 2015 (7:30pm)

Adrian Green confirmed that he would ensure that these dates would not clash with Pilates Classes. **The Clerk will book the hall with Mike Short.**

d) Crime report: The Clerk read out a crime report provided by PCSO Melissa Baker detailing only two crimes in the parish in the past 6 months: 1 theft of a number plate from a motor vehicle and 1 damage to vehicle (smashed back window). **The report will be published in the Frithelstock Prior.**

115 North Devon Link Road Strategy Consultation request: DCC is currently consulting on traffic management planning affecting the A361 and A39 between the M5 and Abbotsham. **It was agreed that members would make their own representations via the DCC website.**

116 Highway Review 2015/16: DCC has proposed 8 measures to cut the Highways budget by £3.4million and requested feedback on each of the proposals by 5<sup>th</sup> December 2014. **It was agreed that members would submit their own comments and that a link would be added to the parish website do that parishioners were also encouraged to make representations.**

117 Proposals for Budget Savings for 2015/16 in Waste Management: Members noted that DCC has proposed two measures to cut £265,000 from the Waste Management budget: to discontinue payment of discretionary recycling credits for textiles and introduce new charges for certain non-household waste items.

118 Defibrillator: Mackie Poole explained that the machine that had been ordered had still not been delivered but that it would be fitted in the heated cabinet as soon as it arrived.

119 Flashing Speed Signs: Mike Stokes distributed a table showing the costs for a range of flashing signs from three different contractors. **It was agreed unanimously that the cost of solar power was prohibitive and that the company offering the longest guarantee period (6 years) was preferred. Following a discussion of the relative merits of the designs on offer it was agreed unanimously to opt for the 'Speed Indicator Device with "SLOW DOWN"' offered by Westcotec at a cost of £2,750 including installation. A further sum of £250 was allowed for provision of electrical services.** It was confirmed by Adrian Green that the Village Hall Committee had approved that electricity for the device would be provided from the hall.

120 TAP Fund Request: Torrington & District Men's Sheds: Roger Hunkin had received a request for a contribution towards the 'Men's Sheds' project from the TAP Fund. **The Clerk will write to them wishing good luck for the project but explaining that the Council had already decided to apply for a grant from the fund towards the flashing light scheme.**

121 Village Photographs: Richard Joseph advised that, to protect the originals, it would be wise to display **scans of the photographs and he undertook to provide these. Members asked Mackie Poole and Roger Hunkin to decide between them how best to display them.**

122 Snow Warden: Mackie Poole reminded the Council that Greg Ball wished to stand down as Snow Warden as his work commitments took him out of the country so often. Terry Warrington was suggested by Roger Hunkin as a possible successor but in Terry's absence **it was agreed that the role would be advertised on the Parish website and in the Frithelstock Prior.**

123 Members' Reports:

Roger Hunkin reported that a chevron sign had disappeared at the sharp bend in Frithelstock. **Clr Dezart will report it.**

Heathcliff Pettifer (i) reported incidents of fly-tipping at Rothern Bridge. He had arranged for it to be cleared. Clr Pennington asked that all fly-tipping should be reported to Torrington District Council in future as they can arrange for the rubbish to be inspected and in this way the culprits can sometimes be found. (ii) Heathcliff also asked whether The Clinton Arms was now closed on some days. Richard Joseph explained that it was shut from Tuesday to Thursday each week as a temporary measure but

that it was no longer on the market for sale and it was hoped that Ian would be able to continue to keep it running.

Michael Stokes provided a report of the Joint Area Advisory meeting that he and Mackie Poole had attended on 10<sup>th</sup> September 2014. A copy of his report is at Appendix 1.

124 Planning:

- I. Decision: Beam Quarry, determination of Condition - Noted
- II. Appeal: 1/0668/2013/FUL \_ Bilsford Farm, Buckland Brewer; Erection of a wind turbine (46.9m to blade tip, 100kw) and associated infrastructure – Noted

125 Finance:

- I. The following expenses were approved (£1,244.60 + VAT):

Clerk: Salary – Net Pay and expenses: £140.80; PAYE element £33.80

War Memorial Expenses: M Poole (£300), R Hunkin (£250), Rendells (Reimbursement to Roger Hunkin who had paid the bill previously)(£220 + VAT) and Mike Palmer & Son (£300 + VAT)

- II. Receipts since last meeting (£2,510.62):

2<sup>nd</sup> instalment of precept - £2,510.50

Interest on deposit account: £0.12

- III. Bank Balances:

Community Account - £6,707.42 as at 11/10/14

Business Money Manager - £664.33 as at 11/10/14

125 Chairman's Report: (i) **Mackie Poole sought approval to purchase a wreath for the Armistice**

**Day event at a cost of £17.50, (payable to Sid Adams) which was agreed unanimously.** The wreath-laying ceremony will be at 2:30pm on Sunday 9<sup>th</sup> November 2014. (ii) He explained that part of the war memorial grant had been withheld because the granite steps had been purchased before the grant was approved. He was making representations about the matter and hoped that this element of the grant could be reinstated. (iii) **It was agreed unanimously that the Clerk would write to Mike Baker on the Council's behalf wishing him a speedy recovery.**

(iv) Mackie explained that he had received a complaint about a hedge at Southcott that was protruding over the highway by more than a metre and he had taken it back himself. The landowner had complained resulting in a visit from the police. Although the matter was now settled he said that he would not be cutting back the hedge again in the future. (v) The question was raised as to whether the Parish Council could pay for the laying of the stones to form a car park at the village hall in order to reclaim the VAT element but it was decided that this was not within the terms of the Parish Council's trusteeship and that the bill would need to be met from the village hall account.

**There being no further business, the meeting closed at 9:35 pm**

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

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

**Next meetings will be held in Frithelstock Village Hall on Tuesday 6<sup>th</sup> January 2015 at 7:30pm.**