

# *Frithestock Parish Council*

## Minutes of the Parish Council Meeting held on 7<sup>th</sup> January 2014 at 7:30pm in Frithestock Village Hall

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

Clerk: Mr P Blossie

Also in attendance: Adrian Green, Richard Joseph, Gwen Barrow, David and Mrs Debnam, Sam Robinson and Cllr Gaston Dezart (DCC)

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

1. Welcome: The Chairman welcomed all to the meeting.
2. Apologies: Cllr. Phil Pennington, PCSO Melissa Baker and Terry Warrington.
3. Public Participation    Mrs Debnam said that the verge under the hedge between her property and the village hall and the gully there need to be cleared. **This will be added to the list of works for the lengthsman.** Richard Joseph reported that the rubbish at Jericho had not yet been removed. It was reported that **the Chairman had decided to call on the property owner in preference to writing a letter and that he would now do so.** Adrian Green reported that the salt bin at Windy Hill had been hit. **Roger Hunkin offered to ensure that it was straightened out.** Gwen Barrow reported that no work had yet been done to the potholes in Hele Lane. **Cllr. Dezart offered to take up the issue with the Highways Department.**
4. Minutes: The minutes of the meeting held on 5<sup>th</sup> November 2013 were approved and signed. A discussion followed about the presentation of the agenda, which no longer included 'Matters Arising' and 'Any Other Business'. The clerk explained that items like these were now discouraged as it was not clear from the agenda what would be discussed and members were only permitted to make decisions on items that were included on the agenda. **It was proposed by Roger Hunkin and seconded by Mike Stokes that all items from the previous minutes should be included under the heading 'Matters Arising' (unless listed under another heading).**
5. Clerk's Report: The clerk presented 15 items of correspondence, many of which had been distributed earlier by email.
  1. **DCC Highways**: Budget consultation and Lengthsman duties for 3<sup>rd</sup> quarter 2013/14 – sent by email 11<sup>th</sup> November 2013. Thanks were extended to Sam Robinson for his work in coordinating with Simon Philips and Julian Roskilly in the Highways Department.
  2. **DCC: Community New Round Up** – distributed by email 11<sup>th</sup> November 2013
  3. **Devon Remembers - helping communities mark the centenary of WW1** – invitation to apply for grant aid – distributed by email 11<sup>th</sup> November 2013
  4. **The Community Council of Devon Advice Surgery - Holsworthy Memorial Hall 20.11.2013** –distributed by email 11<sup>th</sup> November 2013
  5. **Devon Flood Risk Management Strategy public consultation – it was agreed that members would make individual responses to the consultation if they so wished**

6. **CAB: Request for grant aid – it was agreed that a donation of £25 would be sent, being the same amount as the donation made in November 2011**
  7. **DCC: Devon Waste Plan – Consultation – it was agreed that members would make individual responses to the consultation if they so wished**
  8. **Torridge Household Waste & Recycling Guide** – distributed by email 7/1/14
  9. **DCC: Public Transportation Consultation – it was agreed that members would make individual responses to the consultation if they so wished**
  10. **Torridge Code of Conduct** - noted
  11. **'Be prepared' Newsletter** – distributed by email 7/1/14
  12. **Crime Logs Nov/Dec 2013** – in the absence of PCSO Melissa Baker, the Clerk reported that there had been 4 logs in the previous 60 days: 2 high disruptions, 1 road traffic accident and 1 anti-social behaviour (no crimes logged)
  13. **Devon Best Kept Village/Pam Parker Map Competitions – it was proposed by Greg Ball, seconded by Mike Stokes and agreed unanimously that the Parish would make an application to take part.** Mackie Poole supplied a map, **to be updated by Mike Stokes**, that will accompany the application
  14. **DCC: Changes to Library Service** – distributed by email 7/1/14
  15. **DCC: Adult Social Services Accommodation Strategy meeting, 27<sup>th</sup> January – no action required**
6. 2014/15 Budget and Setting of Annual Precept The clerk presented a report (attached) setting out the spending for the current year and a proposed budget for 2014/15. Less spending had been approved on activities in 2013/14 than for the previous year and although less income had been received it had been possible to build a small reserve in the current year. The Clerk explained that an election is due in 2015/16 which could cost the council up to £1,500 and he proposed that this should be raised over two years starting in 2014/15. Following a general discussion of the budget proposals, and the potential impact of budget cuts to both the District and County Councils, it was proposed by Roger Hunkin and seconded by Heathcliff Pettifer to set a precept of £4,500. **It was further proposed by Andrew Heard, seconded by Mike Baker and approved by a vote of 4:2 in favour (1 abstention) to approve the proposed budget and a precept of £4,750.00.**
  7. Balsdon Trust: The Trust meets to decide on grant applications on 22<sup>nd</sup> January 2014. An application had been submitted in respect of the flashing signs. Cllr Dezart pointed out that he had already guaranteed £1,500 towards the cost of these from next year's Locality Budget.
  8. Defibrillator: Mackie Poole reported that free defibrillators were being issued by the Ambulance Services to parishes in Gloucestershire and Somerset. He had heard that they should also be issued to parishes in Devon and Cornwall but he did not know when. As a result, he had not asked the Balsdon Trust for a grant.
  9. War Memorial: Mike Stokes reported that the War Memorial Trust had agreed to a grant of 50% of the cost of the scheme to provide steps up to the memorial and that the contract for the works had been let. An application has also been made to Devon County Council whose War Memorial Grants scheme could supply the other 50%. Letters of support had been received from Cllr Gaston Dezart and the Royal British Legion. The County Archaeologist had also taken an interest in the scheme. An answer should be received by mid-February. Mackie Poole thanked all those for their hard work, particularly Mike Stokes, and asked **members to consider a suitable form of celebration when the work is complete.**
  10. Report from the Snow Warden: Greg Ball reported that DCC had not yet issued a winter policy. The sheet on the website is to be updated. The grit bins were well stocked. Peter Hutchins is still

willing to salt the roads when necessary but it might be necessary to consider meeting some of his costs if they become significant. It was reported that some people had been taking salt for their own purposes. Greg asked for any damage to bins to be reported to the Snow Warden. Greg said that he would need to stand down as the Snow Warden as he was often away when he was needed. There were no volunteers. Mackie Poole reported that the grit bin at Bibbear Farm needed to be moved and that the residents had offered to move it.

11. Bus Shelter: Roger Hunkin reported that the shelter had been repaired and replaced slightly further back from the road to comply with DCC standards. The bill for the work (approximately £2,000) had been forwarded to Stagecoach but the company had not returned any calls. **It was agreed that Roger Hunkin would write to the bus shelter contractor to inform them that the bill had been passed to Stagecoach for payment.**

12. Members' Reports:

Mackie Poole 1) discussed works for the lengthsman who is due to visit in February. Greg Ball reported water on the road in Hele Lane and Mrs Debnam asked for the gully and the verge under the hedge between their property and the village hall to be cleared. **The clerk will contact Simon Phillips at DCC Highways to determine precisely what types of work can be requested and for feedback on works that are carried out.**

2) Mary Goaman had written asking the Parish Council to pass on her thanks to the Highways Department for cleaning out the ditches at Southcott.

3) **It was proposed by Andrew Heard, seconded by Mike Stokes and unanimously agreed that Maureen Poole should be re-elected as a trustee of the Frithelstock Poorlands Charity.**

4) Cllr Phil Pennington had informed the chairman that Torridge District would be increasing council tax by 2% in 2014/15. Cllr Pennington also has grant available of £300-£400 which, **it was agreed, should be applied to the Playing Fields Association.**

Greg Ball reported that water was not draining away at Gareth and Jane Chanters property in the road between Frithelstock and Frithelstock Stone. **He will provide details for the clerk so that it can be added to the works for the lengthsman,** and the issue was referred to Cllr Dezart.

13. Planning An appeal has been lodged in respect of 1/0746/2013/FUL, single 500kw wind turbine at Frizenham Farm, Taddipport – noted.

14. Finance:

14.1 The following expenses were approved:

- Clerk: Salary – Net Pay and expenses: £141.00; PAYE element £33.60

14.2 Bank balances: Community Account - £4,255.40 as at 11/10/13

Business Money Manager - £663.85 as at 11/10/13

14.3 A new bank mandate covering letter was completed and Cllrs Greg Ball and Mike Stokes were asked to provide identification to HSBC Bank.

**There being no further business, the meeting closed at 9:15pm**

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

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

**Next meeting will be held in Frithelstock Village Hall on Tuesday 4<sup>th</sup> March 2014 at 7:30pm.**