

28.11.17

Summonses to the bi-monthly business Meeting of Sampford Peverell Parish Council to be held on Tuesday 28 November 2017 in the Committee Room of the Memorial Hall, Lower Town, Sampford Peverell, starting at 7.00 pm, were distributed with the agenda to all Members by e-mail on 21 November 2017, with additional items of expenditure notified on 22 November 2017.

Agenda

As distributed, with additional items as above.

2017/18/062

The Chairman, Cllr David Cutts, opened the meeting at 7.00 pm and welcomed Cllr Radford (DCC) and Cllr Bainbridge (MDDC) and the Members present.

2017/18/063

Parishioners' Open Forum: no members of the public present.

2017/18/064

Apologies: none received.

Parish Councillors present:

Cllr D Cutts, Chairman:

Cllr C Holland, Vice-Chairman:

Cllrs I Adlington, H Culpin, B Husbands, T Leaman, L Taylor, J Disney and B O'Connell.

2017/18/065

Report from Community Police Officer: no report received from PCSO Carrie Morris. An e-mail from PC Hannah Hodgson (Beat Manager) regarding Halloween noted.

2017/18/066

Minutes of the Meeting of the Parish Council held on 3 October 2017 were unanimously approved as a true record and signed by the Chairman.

- Matters arising: none.

- Declarations of Interest: none.

2017/18/067

Planning matters: applications considered by sub-committee/planning decisions notified by MDDC/Appeals notified/new applications and matters notified after 21 November 2017 and enforcement matters: see attached spreadsheet (Planning Applications - October-November 2017).

2017/18/068

Finance:

a) Payments made since last meeting (3.10.17) as listed under item 6(a) on the meeting agenda.

(i) 21.10.17: Helen Quartly: refund re Halloween party materials: £76.76

(ii) 4.11.17: MDDC: grass cutting 2017: £1,214.40

(iii) 4.11.17: Creative Solutions: Play Park Giving Scheme banners: £78.71

Three cheques issued as above, noted.

b) Statement of Accounts: as at 24 November 2017 balances were as follows...

Business Reserve account: £3,952.23 (sheet 109)

Current account: £13,255.81 (sheet 293): (Members noted that this balance now includes £1,141.39 held in the name of the Parish Plan Group).

continued.....

2017/18/068 b) continued.....

The Clerk's report was unanimously accepted.

Cllr Disney asked if in future the statement of accounts could show the amount held for the Play Park Appeal.

Members noted that Bruce Brown has made no claim for fuel for his maintenance of the grassed areas around the planters on Turnpike and Lower Town. The Clerk was asked to write a letter of thanks to Bruce and to present him with a bottle of wine as a token of the Parish Council's appreciation for his work.

c) Authority to pay accounts rendered:

(i) M J Aspray: Clerk's salary for October & November 2017: £566.00

(ii) M J Aspray: Clerk's expenses for 27.9.17 to 25.11.17: £51.41

(iii) The Royal British Legion: annual donation (poppy appeal): £50.00

Three cheques issued with the unanimous agreement of Members.

[Cllr Collis joined the meeting at 7.30 pm]

d) Finance correspondence:

- Message of thanks (by e-mail) from Margaret Dinnage, Treasurer, Methodist Chapel noted.
- notification of external audit arrangements for 2017/18 received.

e) Authorised signatories: Cllrs Husbands and O'Connell agreed to become signatories. They will complete forms giving personal details and take these to NatWest.

Members unanimously agreed that the authorised signatories in the current mandate for the Parish Council's accounts with NatWest, as detailed in Section 2, should be changed in accordance with Sections 5 and 6 of that mandate, and that it will then continue as amended.

2017/18/069

Reports from Working Group (WG) Chairmen and holders of individual portfolios:

- Communications and Engagement WG: Cllr Culpin stated that no work had yet been done on the 'Village Showcase' event (to take place in the Spring of 2018) and called for volunteers to assist her. Cllr Taylor to work with her.

The Clerk stated that an updated list of Members with telephone numbers now appears on the notice board and has been sent to 'Parish News'. Hard copies of a list including postal addresses were passed to Members at the meeting. Noted that this version is not for publication. The Parish Council Page of the Village Information pack has also been updated.

- Roads, Pavements and Paths WG: following Ian Sorenson's presentation of proposals for Station Road at a public meeting held on 26 September, a number of proposed traffic orders have been published by DCC. Cllr Holland is content with the details. Work start delayed due to contractor going out of business. Contract to be re-negotiated.

Abandoned car on Lower Town. The Clerk has written to the person believed to be the vehicle owner.

- Affordable Housing WG: following the public meeting held on 4 October, members of the steering group appointed have held two meetings to take forward the establishment of a Community Land Trust for the parish. Application for registration with the Financial Conduct Authority (FCA) to be made. Members were asked by Cllr Culpin to issue a cheque to cover the registration fee of £40.00. This was unanimously agreed. It was also agreed that this sum should come out of the residual Parish Plan Fund, which will also provide the approximately £200 needed to cover expenses (room hire, printing, etc).

- Snow Warden: Cllr Adlington confirmed that equipment and salt stocks are at David King's home. Grit bins have been refreshed by DCC.

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2017/18/069 continued.....

- Tidiness: Cllr Leaman reported that the village litter pick on 14 October was a success. Next to be in March 2018.

- Community safety (Speed-watch/NHW): nothing to report.

2017/18/070

Other highways and village matters:

- Definitive map review: following the presentation by Tania Weeks (Public Rights of Way Officer, DCC) on 26 September, the review of footpaths in the parish is being undertaken by Cllrs Leaman and Disney.

- S106 matters: nothing to report. The Chairman is awaiting a response from Dr Chesney regarding the southern boundary to the sports field. It may be necessary to erect a fence to avoid possible boundary disputes with adjacent land owners in the future if and when development takes place locally. Boundary trees are very overgrown, taking up potential parking space, with implications on the possible vehicular entrance improvement (using S106 monies). Cllr Disney proposed that a post-and-rail fence be erected along the boundary, seconded by Cllr Adlington and agreed *nem con*. Quotations to be sought from Wilkinson Fencing and Tim McCabe.

- Car Park issues: correspondence from Parking Services, MDDC, regarding the use of a coach bay by a pizza van every Monday evening. Members recognise the value of the service provided and have no objection. Of greater concern is the use by train commuters of a number of spaces throughout the day. Clerk to respond accordingly.

[Cllr Collis left the meeting at 8.15 pm]

- defibrillator installation: the Chairman will place the order for a unit from a local supplier (but will first of all investigate the Sports Club's requirements in case a deal can be made for the purchase of 2 units). Members confirmed their approval for the purchase.

- Tennis Club lease: the Village Hall Committee will act as agent for the Parish Council by collecting rent (£100.00 per year). Various amendments to the draft lease produced by Piers Makin were suggested. Subject to these being inserted, Members indicated their agreement that the lease should go ahead.

- Memorial Hall improvements: work on the Committee Room to be undertaken to include removal of cupboards, decoration and carpeting.

- Community Boat: request from Tiverton Town Council to help fund this enterprise. On the proposal of Cllr Culpin, seconded by Cllr Holland and agreed *nem con*, the Parish Council will not support this matter. No benefit to the Parish is obvious.

- redundant telephone kiosk, Boobery: electricity disconnection arranged with BT Payphones within the next 24 weeks. The Lower Town kiosk will be removed after April 2018.

- Whitnage Road parking: still a problem, with the Village Hall Charity now involved following the blocking of Phillip Worsfold's access. The missing road name sign has been reported.

- NDLR roundabouts: Cllr Radford suggests that the Parish Council should discuss possible business sponsorship with Nick Allen (DCC).

[Cllr Bainbridge left the meeting at 8.45 pm]

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2017/18/071

Discussions with County and District Councillors: Cllr Radford will send the Clerk his report written for Borden Gate PC: Clerk then to circulate it. He reminded the meeting of the need to apply now for the TAP Fund second half-year.

[Cllr Radford left the meeting at 8.55 pm]

2017/18/072

Reports by Parish Council representatives:

a) VH & RG Charity Committee: Cllr Adlington has circulated the minutes of the 5 September and 7 November meetings.

b) Canal Advisory Committee: Cllr Cutts has circulated a report from Mark Baker. Also, the 'Friends of the Grand Western Canal' November newsletter has been circulated to Members.

c) Sampford Peverell Society: Cllr Culpin advised that the final meeting of the Society for 2017 will be on December 8th.

d) SP & District Twinning Association: Cllr Taylor has circulated the minutes of the meeting of the Committee held in October. She will have to miss the December meeting also.

e) Tree Wardens: Cllr Holland has circulated notes from the Tree Wardens' meeting on 24 November. The notes list work to be tackled over the next few months.

2017/18/073

Correspondence has been circulated by e-mail: noted.

2017/18/074

Other matters by leave of the Chairman:

- Cllr Culpin introduced two late topics
 - i) the centenary of the end of WW1
 - ii) 'Do not feed ducks' signage.

Both items to be discussed at later meetings. Note the 2018/19 budget meeting on 9 January 2018 regarding financial implications.

- Cllr Disney requested the inclusion of the Play Park on agendas for future meetings.

2017/18/075

Next meeting of the Parish Council: Tuesday 23 January 2018. The Finance Committee will meet on 9 January 2018.

There being no other business, the meeting was closed at 9.06 pm.