

## SHEBBEAR PARISH COUNCIL

### Minutes of Council Meeting held on Tuesday June 9th 2015 in the Church Room. Shebbear.

#### **Present:**

Chairman: Councillor R Clark.

#### Councillors:

Vice Chairman E Haste. J Stupple. G Quance. M Wells. A Maidment.

District Councillor D Hurley. TDC Senior Solicitor J Hollis.

4 Members of the public.

Clerk. D Walker.

#### **AGENDA. 2015. Commenced at 7-30 pm.**

**Chairman R Clark** opened the Meeting, and welcomed all present.

#### **63. Apologies for Absence.**

Councillor K Dymond (Work). Councillor R Gliddon (Away). Councillor J Curtis ( Previous engagement).  
Councillor J Dungate (Work). County Councillor B Parsons (At DCC meeting in Exeter)

#### **64. Public Participation Period.**

No requests to speak received.

#### **65. Declarations of any Councillors Interests in Items on the Agenda.**

(a) Discloseable pecuniary interests (Prejudicial). None received.

(b) Registerable interests. None received.

**Any variations to Members Registration of Interests.** None received.

#### **66. Draft Minutes of Annual Council Meeting held on Tuesday May 19th 2015, having been previously circulated, to be approved and signed.**

All in favour, that the May 19th ACM Minutes 2015 be approved and signed as a correct record.

#### **67. Any matters arising from the Minutes. Clerks Report.**

**Clerk** reported that Graham Rooke from Devon and Somerset Fire and Rescue Service in Bideford has agreed to attend the July 14<sup>th</sup> Parish Council meeting to give details of the current situation relating to the Fire and Rescue Service locally.

The Local Grant cheque towards the upkeep of Rowden graveyard has been returned from the Methodist Circuit as being made out to the wrong payee. Councillor Quance offered to speak with the Circuit Treasurer to clarify details of the Rowden Graveyard Fund.

Mr and Mrs Watson at Church Farmhouse have requested by email (read to Councillors), that they be permitted to improve the pedestrian access to their front gate across the grassed area of the Square, as visitors are having to walk across mud and grass to gain entry. It is proposed to install stepping stones at their own expense and to ensure that it will be aesthetically in keeping with the surrounding Square.

Councillors agreed that this suggestion be allowed provided that the proposed work is done in the manner described and that the stepping stones do not pose a trip hazard to members of the public using The Green and are set flush so as not interfere with grass mowing.

#### **68. To Agree any items to be dealt with in Part 2, closed session, of the Meeting.**

None.

#### **69. Any urgent Agenda business or correspondence brought forward with the approval of the Chairman.**

None.

## **70. Agenda items for Discussion and Resolution.**

### *(1) Local Audit and Accountability Act 2014.*

Councillors debated how the new legislation would affect the procedures currently in place, as Government now requires that local authorities are more transparent and prompt in making Council business, mainly finance, agendas and minutes, freely available via the internet by deadline dates.

With much appreciated input from TDC solicitor Jamie Hollis, who advised that TDC were considering several options to assist Parish Councils with website access, Councillors were able to get some idea of what changes will be need to be put in place. To be on the agenda next month.

### *(2) Review paperless communications with TDC Planning.*

Clerk reported that there had been no problems of note so far, partly due to there being very few planning applications recently, and, in the case of the proposed development at West Country Concrete Products, TDC had supplied a hard copy bundle due to the size of the application.

Chairman commented that it was sad that there were few applications as it suggested that the local economy was still depressed. Councillors agreed to revisit the matter in a few months time.

### *(3) Community Speed Watch.*

Chairman reported that 8 parishioners would like to participate and wondered to what extent the Parish Council should become involved. The cost to the parish would be virtually nil as PCSO Baker told us that the Police provide equipment and training for a team of at least 6 persons, with 4 being on duty each time. As to whether speeding was a big problem in Shebbear Councillors identified the main road past The College, the road past the trading estate, and New Inn as problem locations, although New Inn was outside the 30 mile an hour limit and did not qualify for Speed Watch attention.

Councillors agreed that the Parish Council should arrange an initial meeting between the interested parties and the Police in order to get the scheme up and running.

### *(4) Housing Needs Survey.*

Chairman invited Councillor Maidment to update those present with the verbal report that she had drawn up. A questionnaire template has been obtained from Devon Communities Together (DCT) which Richard Clark and herself had adapted to suit the Shebbear local characteristics. The completed version is now at the printers. The next stage, following distribution, is for publicity, a possible open day, and a stall at the Flower Show, although that might be too late in the process. It is to be hoped also that Facebook and word of mouth will spread the word. Reflecting Shebbear comes out in June and August which unfortunately is ruled out as it is hoped the survey will be completed during July. The magazine distribution agents have kindly agreed to assist with deliveries and Councillors will cover a few areas where the agents are unable to assist. The more remote locations will be posted to. The cost to the parish council will be £300 with the remainder being paid by TDC who have funding in place for surveys.

Councillor Quance wondered how much notice would be taken of the results of the survey.

Chairman said that our response to the Local Plan gave us what we asked for because we did a good job. Endford is the only plot agreed until 2029, we need to get this right. It is hoped parishioners will respond accordingly.

## **71. District Councillors Report.**

David Hurley congratulated Chairman, Margaret and Anita, who, working with Janice Alexander of Devon Communities Together, compiled a suitable questionnaire and covering letter for a Housing Needs Survey for Shebbear that will be required for the Endford concrete works site. This was achieved in a remarkably short time, a fact noted by Janice, who obviously has dealings with many parish councils.

At TDC all the Committees have been formed and Lead Members selected. The overall structure has been modified meaning there is only a requirement for 6 Lead Members.

David had made enquiries on behalf of a number of Councillors as to why the lay-by in Fore Street, Bradford has been fenced off, and gave details of the legal situation that is ongoing.

David has approached TDC about planning training for Councillors, it is being considered. Also he has been liaising with TDC re the procedures that will meet the obligations of transparency for smaller councils..

**Chairman** thanked David for compiling his report and presenting it to the Meeting.

## 72. Planning.

- (a) New Applications.  
None received.
- (b) Applications Granted
  - (1) **1/0245/2015/FUL** Roof over existing feed yard (affecting right of way). Holroyd Farm. Shebbear.
  - (2) **1/0246/2015/FUL** Roof over existing feed yard. Holroyd Farm. Shebbear.Received by Councillors.
- (c) Applications Refused.  
None.
- (d) Any relevant adjacent applications.  
None received.

## 73. Finance.

- (1) Approval of Items for payment.
  - (a) Reimburse Clerk for purchase of replacement plaque for new seat. (Not payment to Brunel Engraving as stated on agenda). £32.88
  - (b) Reimburse Clerk for purchase of plants for war memorial and Pitt Hill box. £20.00
  - (c) Mr M Ohlsen. Internal audit fee. £45.00

Proposed Councillor Stupple, seconded Councillor Quance, with all in favour, that items (a)(b)(c) be paid.

- (2) Updated Financial Regulations.

Councillors all in favour that the updated Regulations be adopted.

Bank Balances to May 29<sup>th</sup> 2015.

Current a/c - £9,265.35 Reserve a/c - £14,048.33 Received by the Councillors.

## 74. Correspondence.

- (1) Lake Methodist Chapel. – Thank you for the Local Grant.
  - (2) Citizens Advice Bureau. – Thank you for the Local Grant.
  - (3) Next Holsworthy **MCTI Meeting June 16<sup>th</sup>**. (Changed from June 2<sup>nd</sup>).
  - (4) Mike Edge - Thanks for the Local Grant to the Football Club.
  - (5) Also, received since agenda issued, letter from Mark Ohlsen to say that he is willing to carry out the audit of Parish Council accounts at the end of the current year and that his fee will, once again be donated to Cancer Research.
- Items (1) to (5) inclusive received by Councillors.

Circulation

Armed Forces Day – Saturday June 27<sup>th</sup>. Police June newsletter.

## 75. Items for the next Council Meeting Agenda which will be held on Tuesday July 14th 2015 at 7-30 pm, and any other matters, for discussion only, at the Chairman's discretion.

There being no other Business Chairman closed the Meeting at 8-40pm.