

MINUTES OF THE MEETING OF WEST DOWN PARISH COUNCIL
HELD AT WEST DOWN PARISH HALL ON 6th March 2019.

Present: Cllr C King (Chairman), CCllr A Davis, DCllr M Wilkinson, Cllrs S Ayre, R Drew, F Hookway, K Oades, S Squire and R Watts.

The Chairman opened the meeting at 7:30pm with apologies from PCSO P Grantham.

3900. Police Report.

- a. The following crimes occurred during the last month: 1x assault by beating, 1x theft from motor vehicle.
- b. Cllr Squire said that she has been notified of a number of crimes at Mullacott Industrial Estate, none of which seem to have been mentioned in the police report. DCllr Wilkinson advised that victims of crime should be encouraged to report crimes, if only for it to be registered.

3901. Minutes of the last meeting. The Minutes of the last meeting were approved and signed.

3902. Matters Arising.

- a. 3890a. Clerk to invite Peter Heaton-Jones MP to a meeting after the election.
- b. 3890d. Cllr King has sent a press release around and has asked for it to be published on the website, so people are informed of completion of the Devon Air Ambulance landing light in the Community Field.
- c. 3890f. Cllr Watts has checked the bench by Pulland Bridge and feels it is not in a dangerous state of repair for now.
- d. 3891b. Mike Clark uses the unmarked grit bin and fills it with own salt. No further action required.
- e. 3891d. Workmen were seen today doing works at Pines Dene, so the tree stump may have been removed today. Watching brief.
- f. 3899b. The Clerk has reported the missing bin to NDC. Awaiting response.

3903. CCllr Report. CCllr Davis reported on the following:

- a. An update on the new waste transfer station at Bynsworthy, which became fully operational on 11th February. The new facility will enable Devon County Council to bulk up and transfer non-recyclable waste collected in the North Devon and Torridge areas away from landfill to energy from waste facilities where it is converted into electricity
- b. Devon County Councils budget for 2019-20 has been agreed and commits more money to children's services, adult social care and roads.
- c. She confirmed works are to be carried out on Fullabrook Road and pot holes on the A361 by Foxhunters - no date confirmed.

3904. DCllr Report. DCllr Wilkinson reported on the following:

- a. North Devon Council's budget for 2019-20.
- b. He confirmed he will be attending next week's meeting to discuss proposals for a new leisure centre in Barnstaple and how it is to be funded.
- c. S.106 money is anticipated in the near future. He prompted councillors to review how they will distribute these funds towards their chosen beneficiaries. Cllr Squire asked for this to be put on the agenda for the next meeting. Cllr King questioned, as many of the councillors are also members of other groups within the village, where they stand regarding the Code of Conduct and Declarations of Interest when allocating funds. DCllr Wilkinson advised to contact Ken Miles, the Monitoring Officer and head of Legal Services, for advice on this matter. The Chair requested for Ken Miles to be contacted before next meeting.

3905. Footpaths.

- a. Cllr Watts reported that the second stile on FP5 is overgrown and needs clearing.
- b. Cllr Oades reported that FP17 has now been repaired and that Gareth Hookway and Simon Haughton from P3 have made a very good job of it.

3906. Village Forum.

- a. Cllr King has put forward that another village forum is held as she felt that the last forum had proven useful and positive for the village. Date and time to be discussed and announced at the next meeting.

3907. Parish Council Election.

- a. The Parish Council Election is to be held on the 2nd May. The clerk advised on the election and application process. Information on how to apply will be on the notice board by the 18th March. Nomination forms may be collected from the Parish Clerk or printed off online. Completed nomination forms are to be delivered by hand to North Devon Council at Lynton House by 4.00pm on Wednesday 3rd April at the latest. The first meeting of the new council will be on Wednesday 8th May.

3908. Planning Decisions. Nil.

3909. Planning Applications.

- a. 66253 – Demolition of existing fire damaged dwelling and reconstruction of replica dwelling – Butterhills, West Down. - Unanimous approval.
- b. 66267 – Erection of domestic garage with office/store on first floor – Hillsvievw Bungalow, Road from Lee Cross to Mullacott Cross. – Unanimous approval.

3910. Correspondence.

- a. Clerks & Councils Direct - March issue.
- b. Historic England - West Down War Memorial. (Ser.3897b refers). Thanks to Cllrs Drew and King who jointly responded to Historic England, who have confirmed the listing of the village War Memorial as Grade 2.

3911. Finance.

a. Bank Statements:

(1) West Down Parish Council wef 1 st March	£1068.86 – reconciled.
(2) 30 Day Notice Account wef 1 st March	£4,804.22

b. Petty Cash - £nil.

c. Cheques:

(1) BACS receipt – Grant from Devon Air Ambulance.	- £3379.80
(2) C/n 605 to JA Godfrey. Croyde Ariels for annual website charge.	- £90.00
(3) C/n 606 to WDPHMC for 6 months hire of hall.	- £90.00
(4) C/n 607 to E Watts for Pulland Bridge repair materials.	- £21.40
(5) C/n 608 to G Hookway for P3 maintenance works at FP17.	- £420.00

d. Review Financial Risk Assessment Management Plan and Statement of Internal Control

- (1) The Financial Risk Assessment Management Plan was reviewed and approved.
- (2) The Statement of Internal Controls was reviewed and approved.

3912. Any Other Business.

- a. Cllr Watts reported that wooden posts supporting the rails along the stream from Roborough Bridge have rotted away at the bottom.

There being no further business, the Chair closed the meeting at 9.00 pm.