

**MINUTES OF THE MEETING OF WEST DOWN PARISH COUNCIL**  
**HELD AT WEST DOWN PARISH HALL ON 6<sup>th</sup> JANUARY 2016**

Present: Cllr J Oades (Chairman), CCllr A Davis, DCllr P Barker, DCllr M Wilkinson, Cllrs R Drew, C King, P Knowles, K Oades, S Squire and J Willmott.

The Chairman opened the meeting at 7.30pm by wishing all present a Happy New Year.

3403. Apologies. Apologies were received from PCSO P Grantham and Cllr S Ayre.

3404. Public Speaking. Mr David Ayre spoke outlining the reasons for the increase in insurance premium for the Parish Hall. This was because of the increase in valuation of the building.

3405. Police Report. PCSO P Grantham sent a written report on the following:

a. There were no reported crimes during the last month.

3406. Minutes of the Last Meetings.

a. The Minutes of the meeting held on 2<sup>nd</sup> December 2015 were approved and signed.

b. The Minutes of the extraordinary meeting held on 16<sup>th</sup> December 2015 were approved and signed.

3407. Matters Arising.

a. 3389a. There have been no further developments on the Berrynarbor initiative. CCllr Davis to discuss with Berrynarbor Parish Council. There is still £118 grant left and the deadline has been extended to 31<sup>st</sup> January.

b. 3389d. The picnic site at Dean Cross is up for sale to the Parish Council. Agenda for next meeting.

c. 3390b. The drain by the old Longhouse is still not draining properly. CCllr Davis is to be touring the village tomorrow and emphasised that drain clearance is now going to have to be 'self help'.

d. 3390c. The fence by 1 Eaton Place still has not been replaced. CCllr Davis confirmed that it is 'in the pipeline'.

e. 3391c. CCllr Davis reported that East Down Parish would be interested in joining West Down in applying for District Council grants for drain and ditch clearance.

f. 3391d. The 'Community Green Field' committee have completed a Community Priorities form for 2 projects.

3408. CCllrs Report. CCllr Davis referred to a written report she had sent previously:

a. She encouraged people to report highway problems, especially on main roads, either by telephone to 0345 1551004 or the DCC website.

b. Council Tax is set to rise by 2% but the democratic process would have to be undergone first.

- c. She congratulated the residents of West Down on a very impressive display of Christmas lights over the festive period.
- d. There is a large pothole on the corner by Foxhunters pub.

3409. DCllrs Report. DCllr Wilkinson reported on the following:

- a. There has been a complaint about the dumping of 'sludge' along the verge of the road between Hore Down Cross and Two Pots.
- b. It was unanimously agreed that a response of 'No Comment' be given to an application for Certificate of Lawful Development for a caravan at West Stowford Barton Mill.

DCllr Barker reported on the following:

- c. There was a free Wi-Fi service in Barnstaple town centre over the Christmas period.

3410. Trimstone Cross Bus Shelters

- a. Following data investigation by the bus company, very few people use the bus stop at Trimstone Cross.
- b. The Highways Agency has confirmed that the site for proposed bus shelters would be unlikely to be approved because the lay of the road is deemed unsafe for bus shelters.
- c. As there was no perceived 'case' for bus shelters and it was unlikely that planning permission would be granted, it was unanimously agreed that the proposal of bus shelters should not be pursued.

3411. Footpaths.

- a. Councillors were reminded to walk and inspect their respective FPs in order to report findings by the February meeting to allow the survey to be returned by mid February.
- b. Councillors were also reminded to note if any signs needed cleaning/repair/replacing.

3412. Solar Park Working Party.

- a. A reply has been received from Trevor Blatchford NDC saying that payment will be required for seeking legal advice on this matter. It was agreed that money should not be spent on legal advice if it can be avoided. It was decided to seek further advice from Lorna Jones at NDC, who has a wealth of experience with dealing with grants and also to seek advice from DALC.
- b. CCllr Davis warned of over-complicating the procedure and suggested looking at the requirements for CCllr grant.
- c. Following much discussion, SO 7a was suspended under the power in SO 25a to allow the 'bullet points' for the remit for the working party, agreed at the extraordinary meeting on 16<sup>th</sup> December, to be amended to be as follows:
  - Eligibility for grant application – only parish-based organisations
  - Process – Expression of Interest and, if considered suitable by working party, invitation to make application.

- Decisions of working party – to be made by simple majority.
- Maximum total amount available for grants in first year - £20,000.
- Amount available for grants in next year – balance of £30,000.
- Maximum amount of grant - £5,000 per project, per organisation, per year .
- Further application from an organisation – not permitted within 12 months from date of the previous application.
- Match funding – applications for over £500 will need to show 25% match funding.
- When payments to be made – at the discretion of the working party.
- Start up organisations – will be included but if start up does not happen then no money will be paid out.
- Application for grant – to be made to working party.
- Reporting to Parish Council for approval of recommended grants – as necessary by attendance of chairman/vice chairman of working party at Parish Council meeting – agenda item.
- Retrospective applications will only be considered in exceptional circumstances and at the discretion of the working party.

3413. Standing Orders.

- a. Cllr Knowles confirmed that the majority of the provisions of the Standing Orders were adopted wef 1<sup>st</sup> January 2016 and the remaining provisions were expected to be adopted no later than the April 2016 meeting.

3414. Planning Decisions. The following decision has been made:

- a. 60171 – Extensions and alterations to dwelling and annexe – Pearl Dean. Approved.

3415. Planning Applications.

- a. 60344 - Siting of 4 non-illuminated elevation signs & 1 non-illuminated freestanding sign - Unit 1 Wilderbrook Way, Mullacott Cross Industrial Estate. - Unanimous approval.
- b. 60455 - Prior approval of a larger home extension in respect of extension to rear which extends 8m beyond the rear wall, 2.9m to ridge & 2.4m to the eaves -Buttermeade Farm Willingcott Valley. - Unanimous approval.

3416. Correspondence.

- a. WDPHMC – Notification of increase in Parish Hall insurance premium.
- b. Peter Heaton-Jones MP – MP surgery dates 2016. Display in notice board.
- c. Mr R Allison of Stoneborough House – Request for lower speed limit on A361 following another accident by Foxhunters. Clerk to forward letter of support to Peter Heaton-Jones MP.

3417. Finance

a. Bank Statements

- |                              |                               |                        |
|------------------------------|-------------------------------|------------------------|
| (1) West Down Parish Council | wef 31 <sup>st</sup> December | £1863.44 – reconciled. |
| (2) 30 Day Notice Account    | wef 31 <sup>st</sup> December | £35641.28.             |

- b. Petty Cash expenditure since last meeting - £nil.

- c. Cheques – nil

d. Precept/Parish Grant 2016/17. NDC confirmed Precept at £6500 and Parish Grant of £670.00 and the Council Tax Support Grant of £234.68.

3418. Any Other Business.

a. Cllr Willmott re-iterated CCllr Davis' comments at Ser. 3408c and thanked the local residents for their efforts with a magnificent display of Christmas lights in the village over the festive period.

There being no further business, the Chair closed the meeting at 9.15pm.