

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

Present: Cllr J Oades (Chairman), PCSO P Grantham, Cllrs S Ayre, R Drew, C King, S Squire and J Willmott.

The Chair opened the meeting at 7.30pm with apologies for absence received from CCllr A Davis, DCllr P Barker, DCllr M Wilkinson and Cllr K Oades.

3446. Police Report. – PCSO P Grantham reported on the following:

- a. There have been 2 reported crimes during the last month: a break in at Mullacott Cross Industrial Estate and a neighbourly dispute.
- b. There have been sightings of a suspicious van in the area so be aware and also keep a neighbourly eye on empty properties/holiday lets.

3447. Councillor Vacancy.

- a. The Chair read out a letter of resignation on medical grounds from Cllr P Knowles.
- b. The procedure for filling the vacancy has already been started. NDC have confirmed there have been no requests for an election so the vacancy is now open for Co-option. Clerk to put a notice of vacancy in the noticeboard and on the website and the Chair will arrange for a copy to go into the North Devon Journal. Replies to be with the clerk by noon on Friday 29<sup>th</sup> April.
- c. Clerk to send a letter of thanks to Cllr Knowles and also to send a copy of the letter of resignation to CCllr Davis, DCllr Barker and DCllr Wilkinson.

3448. Minutes of the Last Meeting.

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

3449. Matters Arising.

- a. 3436b. The clerk has submitted an application for a DCllr grant to replace the dog bin.
- b. 3436c. The damaged railings at Eaton Place have now been replaced.
- c. 3438c. Mark Cantell is of the opinion that the hedge in question is not the responsibility of NDC but of DCC. Clerk to try again.
- d. 3443c. Peter Heaton-Jones MP will attend the Parish Council meeting on 3<sup>rd</sup> August.
- e. 3443d. Cllr King suggested giving the medal as a prize to a pupil at the school.
- f. 2445a. Peter Knowles has sent out draft procedures for handling requests under the Freedom of Information Act and for handling requests under the Data Protection Act. Agenda for next meeting for adoption within Standing Orders together with the Complaints Procedure, Press and Other Media and Grievance and Disciplinary Procedures for Employees that were held over from documents forwarded to councillors after the March meeting.

3450. CCllrs Report. Nil report:

3451. DCllrs Report. Nil report.

3452. Solar Park Grant.

a. The working party have produced an 'Expression of Interest' application form which is available on the village website and from the Community Shop. Completed forms can be placed in a box in the Community Shop.

3453. Parish Hall Matters. Cllrs Ayre and King declared an interest and left the room.

a. Cllr Squire outlined her concerns with a proposal by the developers of the Pearl Dean project to knock down a wall by the Parish Hall gate to improve the visibility splay.

b. There is no Parish Council representative on the Parish Hall Management Committee following the resignation of Cllr J Oades from that committee, so the Parish Council are not fully aware of all the circumstances surrounding this proposal. Clerk to invite a member of the WDPHMC to address the Parish Council at the next meeting,

3454. Footpaths.

a. The clerk was pleased to announce that following the submission of the annual P3 survey and grant application, a P3 grant of £700 has been received.

3455. Planning Decisions. The following decisions have been made:

a. 60591 - Change of use of land to campsite for tents & shepherds huts & erection of toilet block - West Stowford Barton. - Approved.

b. 60751 – Erection of pitched roof over existing flat roof – Sunningdale, Cheglinch. – Approved

3456. Planning Applications.

a. 60677 - Installation of 1.5mw standby store (national grid peaking plant) diesel fired generator, 2 no. 9600 litre diesel storage tanks, new substation & associated works including earth bunding, security fencing, gates and access & hardstandings - Land at Mullacott Cross. – Unanimous approval.

b. 60834 - Prior approval for change of use of agricultural building to form three dwelling houses (use class C3) and & associated operational development (class Q.A & B), - West Hill Farm – Unanimous 'No Comment'.

3457. Correspondence.

a. Devon Senior Voice – Spring edition.

3458. Finance

a. Bank Statements

(1) West Down Parish Council	wef 31 <sup>st</sup> March	£2128.22 – reconciled.
(2) 30 Day Notice Account	wef 31 <sup>st</sup> March	£35644.87.

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

c. The child defibrillator pads became out of date. Cllr Ayre purchased replacement pads for £77.20 and it was agreed to reimburse her expenses.

d. Cheques

(1) BACS receipt – DCC - P3 Grant	£700.00
(2) BACS receipt – HMRC - Reclaimed VAT	£549.78
(3) C/n 515 – DAPC – (Annual subscription)	£134.16
(4) C/n 516 – S Ayre – (child defibrillator pads)	£77.20

e. End of Year Accounts for year end March 2016 were presented and approved.

f. The Annual Governance Statement 2015/16 at Section 1 of the Annual Return was agreed and approved.

3459. Any Other Business.

a. The Chair has notified DCllr Barker about the build up of litter from Mullacott Cross to Two Pots.

b. The car park border needs weeding.

c. There are cases of fly tipping along the Foxhill and Cheglinch areas. Mr Jamie Pearce has kindly volunteered his services to pick up the rubbish and will notify the Chair if he can find any evidence to identify the perpetrators. It was noted that the increase in fly tipping was inevitable since the introduction of charges for certain items at the council re-cycling centres.

d. Cllr Ayre will announce further dates for a self-help village spring clean in due course.

e. Now that yellow 'No Parking' signs have been painted on the road outside the school, Cllr Squire inquired if the yellow 'footprints' and white lines by the Iron Room could also be reinstated. Clerk to check with CCllr Davis.

f. Cllr Squire reported that parking outside Leigh Cottage was becoming an issue with obstruction. The Chair agreed to notify the owner to remind holiday makers where to park.

There being no further business, the Chair closed the meeting at 9.20pm.