

MINUTES OF THE MEETING OF WEST DOWN PARISH COUNCIL
HELD AT WEST DOWN PARISH HALL ON 1st JUNE 2016

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

The Chair opened the meeting at 7.30pm with apologies for absence received from PCSO P Grantham.

3476. Public Speaking. Mr S Bryant spoke regarding Planning Application 60385:

- a. He thanked Janet Oades for her time as Chair during this application.
- b. He spoke to correct an issue at Ser 3453a, Parish Hall Matters, whereby there were 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. He explained that the developers did not propose this project, it was the Parish Hall Management Committee who approached the developers, asking for help with the already planned demolition of the wall to minimise the danger for those leaving the Parish Hall. Mr Bryant offered to take down the wall at the request of the Parish Hall Management Committee at no cost as a good will gesture, saving the Parish Hall Committee several thousand pounds. Mr Bryant also pointed out that Highways had already supported his plans for the development and therefore he did not require an improved visibility splay at the Parish Hall.

3477. Police Report. – PCSO P Grantham sent a written report on the following:

- a. There are no crimes to report since the last meeting.
- b. The investigation into the dog biting incident is still ongoing.

3478. Solar Park Working Group Report. – Tony Potter addressed the meeting as follows:

- a. The Group recommend approval for a retrospective application for £1500 from the PCC for repairs to the church tower clock. – Majority approval.
- b. The Group have recommended that the PCC re-submit with more details, a bid for funding to repairs to the roof and guttering.
- c. The resignation of Fay Hookway has reduced the size of the Group from 7 to 6. He asked if a replacement should be found. - Majority approval for the Group to stay at 6 until the next Parish Council meeting.
- d. The timetable for the play area is going well.
- e. Another expression of interest has been received.
- f. The Chair thanked Tony and the Working Group for their work.

3479. Minutes of the Last Meeting.

- a. The Minutes of the Annual Parish Meeting were approved and signed following a slight amendment.

b. The Minutes of the Annual General Meeting were approved and signed following a slight amendment.

3480. Matters Arising.

a. 3464c. Cllr Ayre outlined plans for a 'self help' village Spring clean'.

b. 3474e. There has been a change to the way the bank is notified of a change of cheque signatories as some of it is now done 'online'. Clerk to arrange the necessary paperwork as soon as possible.

c. 3475a. Chair to pursue enquiries about the £5000 for the school.

d. 3475c. Clerk to make enquiries about obtaining funding for a laptop from DAPC.

3481. CCllrs Report. CCllr Davis reported on the following:

a. Extra funding has been given to repair potholes in minor roads.

b. Some verges at road junctions have now been cut.

3482. DCllrs Report. DCllr P Barker reported on the following:

a. The Department of Community and Local Government are looking for places for funding from their Coastal Grants, to improve the local area.

b. Cllr Squire asked if the visitors living at Mullacott Industrial Estate were leaving.

3483. Footpaths. – nil

3484. Parish Councillor Vacancy. Clerk to advertise for another Parish Councillor when authorised by NDC.

3485. Parish Council Chairman. With no nominations for the office of Chairman, Cllr King agreed to continue for the time being. Agenda for September meeting.

3486. Parish Hall Matters. Cllrs Ayre and King declared an interest and left the room.

a. Cllr Squire Chaired this item concerning a proposed project to knock down a wall by the Parish Hall gate to improve the visibility splay.

b. Standing Orders were suspended to allow Members of the Public to speak on the matter. Following much discussion, Mr Bryant withdrew his offer as outlined in his Public Speaking (Ser. 3476b refers).

c. Although there is no Parish Council representative on the Parish Hall Management Committee, it was suggested that Parish Councillors attend meetings as Members of the Public.

3487. Community Field Grant.

a. Cllr Squire suggested that the Community Field should be awarded an annual grant from the Parish Council to cover costs such as insurance and inspections.

b. It was unanimously agreed that the Community Field Committee should decide how much they would like as a grant and that would be decided at the budget in the December meeting.

3488. Village Commemorative Project.

a. At the last meeting it was suggested that the Parish Council bid for funding from the Solar Park fund to purchase something to commemorate the Queen's 90th Birthday.

b. Cllr Squire was not comfortable with the idea of bidding for funds for such a project and neither were the remainder of the councillors. It was unanimously decided not to proceed.

3489. Standing Orders.

a. Cllr Ayre will prepare the Publication Scheme on how information is made available to the public, ready for adoption at the next meeting.

3490. Planning Decisions. The following applications have been approved:

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.

b. 61033 - Extension to workshop to form separate workshop - Unit 5 Mullacott Industrial Estate.

c. 60603 - Variation of condition (10 month occupancy restriction) attached to planning consent 2/85/949/66/3 (proposed alteration of condition c attached to 2/75/42/6/3, condition 2 attached to 2/79/2428/66/3 & condition 3 attached to 2/84/1102/66/3 to extend occupation period to 15th March - 15th January) to allow 12 month occupancy - 6 Willingcott Valley.

3491. Planning Applications.

a. 61147 - Creation of a reinforced earth buttress, including temporary working platform - Former Quarry Adj 1 South View Cottages, Trimstone. – Unanimous approval.

3492. Correspondence.

a. Fay Hookway – Letter of resignation from the Solar Park Working Group.

b. WDPHMC – Letter of thanks for £250 grant.

c. WDPCC – Letter of thanks for £550 grant.

d. Richard Allison of Stoneborough House – Letter of complaint about a noisy, all night party on the field opposite him on 13th May.

e. Clerks and Councils Direct – May issue.

3493. Finance

a. Bank Statements

(1) West Down Parish Council	wef 31 st May	£10257.98 – reconciled to
£9922.52 as c/n 517 for annual insurance has not been		cashed as it has been mislaid.
(2) 30 Day Notice Account	wef 31 st May	£29147.84.

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

c. Cheques

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| (1) C/n 522 - Community First – replacement cheque for annual insurance | – £335.46 |
| (2) C/n 523 – Get Mapping – Parish Online annual subscription | - £33.60 |
| (3) C/n 524 – WDVGFA – Solar Park payment for play area | - £6500.00 |
| (4) C/n 525 – WDPCC – Solar Park payment for church tower clock | - £1500.00 |

d. Annual Audit.

- (1) The Annual Return has been completed at Part 4 by the Internal Auditor with no significant issues to report and is now ready to be sent to the Audit Commission.
- (2) The Internal Auditor suggested looking at increasing Fidelity insurance cover as the £30000 Solar Park money and current assets are more than the £25000 cover already in place.
- (3) Fidelity Insurance was considered but as £8000 was being paid today and further payments possibly being made at any time in the near future, it was thought that the £25000 cover would soon be sufficient. It was unanimously agreed not to increase the Fidelity cover.

3494. Any Other Business.

- a. The hedge along Dean Road from the telephone junction box needs cutting. Both NDC and DCC say it is not their responsibility. Clerk to try North Devon Homes.
- b. The Giant Hogweed by Crackaway Barton has started to grow again. There is a joint TAP Fund agreement with Braunton to fund spraying. Clerk to instigate.
- c. Cllr King suggested having a quarterly meeting with other organisations in the village to facilitate information sharing and helping each other. Cllr Ayre supported this and Cllr Squire suggested a biannual meeting instead.

There being no further business, the Chair closed the meeting at 9.50pm.