

**MINUTES OF THE MEETING OF WEST DOWN PARISH COUNCIL**  
**HELD AT WEST DOWN PARISH HALL ON 5<sup>th</sup> OCTOBER 2016**

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

The Chair opened the meeting at 7.30pm with apologies for absence received from CCllr A Davis, DCllr P Barker and PCSO P Grantham.

3541. Police Report. – A written report was sent from PCSO Grantham on the following:

- a. There have been no reported crimes since the last report.
- b. A reply has been received from Inspector Bartlett concerning Police attendance at Parish Council meetings. He will attend the next meeting on 2<sup>nd</sup> November so that Councillors can voice their concerns.
- c. It has been reported that there are 'late night' issues at Mullacott Industrial Estate with 'boy racers' and people camping in car park spaces.

3542. Solar Park Working Group Report. – Tony Potter addressed the meeting as follows:

- a. The play area project in the field is now complete, the church clock is now working and the shop project is underway.
- b. The Gardening Club has requested an electronic drop down screen in the Parish Hall.
- c. The next meeting will be on 26<sup>th</sup> October.
- d. The Chair again thanked the Working Group for their continued work.

3543. Minutes of the Last Meeting.

- a. The Minutes of the last meeting were approved and signed.

3544. Matters Arising.

- a. 3530a. Clerk has made enquiries about obtaining funding for a laptop from DAPC.
- b. 3530c. Cllr Hookway suggested straightening out the damaged 'West Down' sign at Ilfracombe Hill and would try to find someone who can do it.
- c. 3530d. There is enthusiasm for cricket nets but no one to support the youngsters. DCllr Wilkinson suggested Mark Kentell could be involved. The WDVGFA have not yet been approached about the project and their next meeting is on 10<sup>th</sup> October.
- d. 3540a. The school have been overwhelmed by the support received for fundraising for the roof and now have enough.
- e. 3540c. There have not been any requests for an election so the clerk is to advertise for someone to be Co-opted onto the Parish Council.

3545. CCllrs Report. CCllr Davis sent a written report on the following:

a. The decisions for future healthcare in Devon should be revealed at the meeting of the Health and Wellbeing Board on 15<sup>th</sup> December.

3546. DCllrs Report. DCllr Wilkinson reported on the following:

a. British Telecom have have written to NDC with a proposal to remove 52 public phone boxes throughout North Devon, including the one in West Down. This has gone out for consultation. Agenda for the next meeting.

b. Cllr Watts inquired about the process of s.106 money. DCllr Wilkinson explained that the money is 'ring-fenced' to a Parish and requests can be made for funding projects.

c. There is a Local Plan consultation concerning Traveller Site Allocation – replies by 27<sup>th</sup> October.

d. Following the departure of one of the Planning Enforcement Team, they are currently short staffed and hope to recruit a replacement before the end of the year.

e. DCllr Wilkinson clarified that a new waste collection system will be trialled next year, not implemented as recorded in the last Minutes.

3547. Footpaths.

a. Following the resignation of James Willmott, responsibility for footpaths are allocated as follows:

Cllr Ayre – FP13,14,14a

Cllr Drew – FP 3

Cllr Hookway – FP 9,10,11,20

Cllr King – FP 15

Cllr Oades – FP 16

Cllr Squire – FP 6,12

Cllr Watts – FP 5, 17

3548. Standing Orders.

a. It was agreed to Adopt the Publication Scheme into Standing Orders.

b. The Chair thanked Cllr Ayre and Peter Knowles for their work preparing the Standing Orders.

3549. Planning Decisions. The following applications have been approved:

a. 61297 - Erection of 2 units of holiday accommodation - Letter Box Mullacott Cross.

b. 60967 - Removal of condition 6 (agricultural occupancy restriction) attached to planning permission 43905 (erection of one agricultural workers dwelling) - Easter Ground Cottage.

3550. Planning Applications.

- a. 61673 - Prior approval for a proposed change of use of agricultural building to a dwellinghouse (Qa&b) - Lower Twitchen Farm.  
Cllr Squire declared an interest and left the room. – Unanimous approval.

3551. Correspondence.

- a. D Ayre – Confirmation of payment for Parish Hall insurance.
- b. Clerks and Council Direct – September edition.

3552. Finance

a. Bank Statements

- (1) West Down Parish Council wef 30<sup>st</sup> September £5177.85 – reconciled.
- (2) 30 Day Notice Account wef 30<sup>st</sup> September £24171.49.

b. Cheques

- (1) BACS payment received from NDC for £3702.34 being 50% Annual Precept (£3250) and 50% Parish Grant (£335) and £117.34 Grant Assistance.
- (2) Cheque No 533 to Grant Thornton - Annual Audit - £240.00
- (3) Cheque No 534 to James Godfrey – Website service - £140.00
- (4) Cheque No 535 to WDPHMC – 50% grant - £250.00
- (5) Cheque No 536 to WDPCC – 50% grant - £550.00

c. Solar Park Fund. It was unanimously agreed to transfer £100 from the Solar Park Fund to the Current Account to offset the additional cost of the Annual Audit because of the Solar Park Fund.

d. Mid-Term Account. The Mid-Term Account was presented and approved.

3553. Any Other Business.

- a. A member of Berrynarbor Parish Council attends the West Berry Federation and the school has invited a member of the Parish Council as an Associate Governor.
- b. Cllr Ayre said there was funding available for first aid training in schools. The Chair agreed to ask the school if they would like to take up the offer.
- c. The grass around the Dean Cross bus shelter needs cutting.
- d. The first Village Forum will take place at 7.00pm on 20<sup>th</sup> October at the Parish Hall.

There being no further business, the Chair closed the meeting at 9.25 pm.