

**Minutes of East Down Parish Council Meeting  
at 7.30 p.m. on Monday 15<sup>th</sup> August 2016 at East Down Village Hall**

Attendance: Cllrs K. Phillips (Chairman), M. Wright (Vice Chair), Mrs E. Kempf, M. King, R. Tarr, Mrs L. Yardley, Caroline Gatrell, DCC Public Rights of Way Officer, and Mrs M. Done (Clerk).

Cllr K. Phillips welcomed everyone to the meeting.

1. **Apologies:** Cllr R. Crossman, District Councillor J. Tucker and County Councillor Ms A. Davis
2. **Declarations of Interest/Dispensations.** None
3. **Public Participation.** None

With approval of the Council it was agreed to move to agenda Item 5

**5. Definitive Map Review Consultation**

The Chairman then invited Caroline Gatrell to report on the Definitive Map Review of the Parish undertaken by Nick Steenman-Clark. Caroline began by advising that she had taken over from Nick Steenman-Clark who is now working in a different part of Devon but she has all the relevant paperwork from Nick's involvement with the Parish as well as archived material. Caroline advised that two roads currently classified as RUPPS will have their classification changed to reflect the correct position of unclassified roads maintained by DCC. Several other matters were discussed. Caroline agreed to send details of a consultation on a particular matter to be discussed in due course. Keith thanked Caroline for an interesting session and she gave two large copies of the Parish's Definitive Map, one of which will be displayed at the Village Hall.

Part A

**4. County/District Councillors' Reports**

District Councillor J. Tucker had emailed his apologies and said he had no report.

County Cllr A. Davis's report emailed to members covered:

- Link Road Improvements – online consultation
- Highways Update – procurement of the new Term Maintenance contract
- Routine grass cutting: where an agreement with towns and parishes willing to top-up the service is not in place only essential visibility areas will be cut.
- Work on highways self-help has been recognised by the Department for Transport, who are seeking more information from officers on how the work could be supported to get the most out of the volunteer input.
- Parking and Traffic Management - the in-house civil parking enforcement service continues. Deployment of enforcement officers is planned to focus enforcement on priority areas whilst providing a level of enforcement elsewhere. Individual request to address short term issues, for example when an event is planned in a community, are being accommodated wherever possible.
- Park and Ride Hospital site. DCC are currently looking into a park and ride site in the area of the hospital.

**6. Minutes.**

Resolved to accept and sign minutes of the Annual Parish Council Meeting 16<sup>th</sup> May 2016. Likewise Parish Council Meeting of Monday 25<sup>th</sup> July 2016.

**7. Matters arising from the minutes.** None

**8. Financial Statement of accounts for the year to date and payments.**

P3 Account Bank Balance 25th April 2016 was £1340.61 (Cheque No. 000007 not yet presented)  
Parish Council Account Bank Balance 26th May 2016 was £5603.98. (Cheques 000303, 000304, 000305 and 000306 not yet presented). The Clerk had renewed the Data Protection registration. When the documents are received reimbursement of £35 will be requested.

**9. Planning decision by North Devon Council**

Application 61373. Prior approval for a proposed change of use from agricultural building to a dwelling house (class QA & B) at Park View Farm, Kentisbury Ford, Barnstaple. Permission granted 9th August 2016.

#### **10. Spending Review.**

The Clerk reported that the Parish's Annual Produce Show committee were looking to purchase more tables for this and other regular events held at the Hall. It was proposed, seconded and agreed to give one hundred pounds towards the purchase. Cheque No. 000307 for £100 to East Down Village Hall was approved and authorised.

Cllr Wright requested that the Spending Review be added to the next agenda.

#### **11. Community Alert update.**

This was deferred owing to Cllr Crossman's absence.

#### **12. Chairman's items.**

TAP Fund – The Clerk will apply for our allocation to use for gullies and drains since it is now possible to apply without the need to join with another parish. It was reported that there is a drainage problem on Dudmoor Lane above Wigmore Farm. Cllr Tarr would visit to check.

P3 - The Ladder Gate on Dudmoor Lane is once again very overgrown. Cllr Tarr volunteered to contact Simon Houghton to assign the work. He would also check on other footpath strimming which DCC is committed to undertake and if it has been assigned.

#### **13. Correspondence.**

Charity Commission newsletter  
Public Sector Executive  
DCC Newsletter  
Data Protection renewal  
Devon Mineral Plan consultation  
Rural Opportunities bulletin and conference details  
Community Resilience – Highway Maintenance  
Barnstaple Post Office Consultation letter  
DALC various emails  
Rural Services Network weekly email  
NDC weekly information sheets and planning applications lodged and enforcement cases closed

#### **14. Date of next meeting.**

It was agreed that the next Parish Council meeting would be Monday 17<sup>th</sup> October, 2016 at 7.30 p.m. Clerk to amend booking details for Village Hall. Cllr M. Wright agreed to take delivery of all papers and emails during September and should any planning applications be received an extraordinary meeting would be called by the Chairman/Vice Chair. Cllr Tarr would do the necessary arrangements, post the notice and advise the Case Officer on the Council's recommendation.

Part 'B' (Confidential Restricted Information) None

The meeting closed at 9.15 p.m.