

**Minutes of East Down Parish Council Meeting
at 8.00 p.m. on Monday 16th December 2013 at East Down Village Hall**

Attendance: Cllr. R. Tarr (Chair), Cllr. Mrs E. Kempf, Cllr. R. Fry, Cllr. K. Phillips, Cllr. M. Smith, Cllr. M. Wright, District Councillor J. Tucker and Mrs M. Done (Clerk).

Cllr Mr. Richard Tarr welcomed everyone to the meeting.

1. **Apologies:** County Cllr. Ms A. Davis
2. **Declarations of Interest/Dispensations.** None
3. **Public Participation.** None

Part A

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

District Councillor Tucker reported on:

- The meeting at Shirwell regarding Deer Poaching had been attended by approximately 80 people.
- National Planning Policy Framework is now on the website and is a very useful tool when considering planning applications.
- Homelessness is on the increase.
- Police newsletter - urged the Parish Council to ask to be included on the email list.
- District Council website is updated weekly and includes advice to Parish Councils.
- Small businesses rate relief.
- Leaflet on Citizens Advice Bureau – pinned on noticeboard in Village Hall

County Councillor Davis report had been circulated to all councillors; this covered:

- **Highway budget proposals** included street lighting, verge cutting and gully clearing
- **Public Transport consultation** included the National Bus Pass Scheme and Post 16 Student Transport
- **Recycling.**

5. **Minutes of the Meeting 18th November 2013** were approved and signed.

6. **Matters arising from the minutes.**

A get well card had been sent to Cllr Kempf.

Village Hall signs – still no positive progress.

Three members had attended the P3 workshop which had been very interesting. Ros Davies had agreed to the Parish Council's purchasing a strimmer, blade, safety protection and several sets of secateurs from the budget and she would reimburse.

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

Bank Balance 25th November 2013: P3 Account £619.87; Parish Council Account £4,490.75. Two cheques totalling £325 not yet presented. Cheque 000271 for £300 to Mrs M. Done 3rd quarter salary was authorised and signed.

It was resolved to purchase the items approved by Ros Davies as soon as possible so that they could be included in the current year's P3 accounts. Cllr Tarr agreed to undertake these purchases and be reimbursed.

The Clerk then advised that a risk not covered by our Financial Risk Assessment Code of Practice had been highlighted. This had arisen through the Bank giving the authority to one member to transfer money on line from the accounts without a second authorisation. No confirmation that this practise was approved by the Council had been sought. All our payments are made by cheque following authorisation at a meeting with two signatories on each cheque. It was agreed that the Clerk would check with DAPC how this could be rectified and report back.

8. **Planning.**

Application 56659. Removal of condition 2 attached to planning permission 38885 to enable mitigation measures to be agreed after works have commenced at Lower Viveham Farm, Muddiford, Barnstaple.

Following inspection of the papers it was resolved that the Parish Council has no comments to make on the planning application for Condition 2 to be removed. The Clerk would advise the Case Officer.

Consent by Planning Inspectorate (for information only) **Decision date: 22 November 2013**

Appeal Ref: APP/X1118/A/13/2202902 Bugford Cottage, East Down, Barnstaple, Devon EX31 4LZ

The appeal is allowed and planning permission is granted for new build to reinstate the original corn mill for use as 1 No holiday unit at Bugford Cottage, East Down, Barnstaple, Devon EX31 4LZ.

9. Chairman's items.

Kentisbury Ford Post Office – users of the shop/post office are urged to sign the form on the counter to demonstrate usage of this community facility.

10. Correspondence.

- Victim Support – request for donation.
- CAB – request for donation. No money available from our precept for donations outside the parish.
- Elections Office – request for information on non-responders to Electoral Roll – completed
- Enforcement at Sillery Cottage (yurt)
- Calvert Trust – vote request
- DCC Devon Waste Plan
- Rural Services Network weekly email
- DALC Training and events
- Flood Risk Management consultation
- NALC – Council Tax Benefit Support Grant
- Highways Management – notification of road closure due to pre-patching
- Village Green

11. Date of next meeting.

It was agreed the next meeting would be on Monday 20th January 2014 at 8 p.m.

Part 'B' (Confidential Restricted information) None.

The meeting closed at 9.25 p.m.