

**Minutes of East Down Parish Council Meeting
at 8.15 p.m. on Monday 18th April 2016 at East Down Village Hall**

Attendance: Cllrs K. Phillips (Chairman), M. Wright (Vice Chair), R. Crossman, Mrs E. Kempf, M. King, R. Tarr, Mrs L.Yardley, County Councillor A. Davis and Mrs M. Done (Clerk).

Cllr K. Phillips welcomed everyone to the meeting.

1. **Apologies:** none
2. **Declarations of Interest/Dispensations.** None
3. **Public Participation.** none

Part A

4. County/District Councillors' Reports

District Councillor Report – none received

County Cllr A. Davis reported that she had only one thing to report which was that the South West Devolution bid had been submitted.

Andrea was then advised that work had been successfully undertaken on the blocked drain at Bugford using some of our £200 TAP fund. There is work needed to be done by Highways to vacuum up the scalplings that have been washed down the drains by the rain. Cllr Davis said that a concrete culvert is needed and Martin Stoddard has this on a list of approved jobs but no date has so far been agreed. There was further discussion on filling the potholes and Andrea said that it is important that parishes help themselves and effective materials can be purchased. The Clerk agreed to contact Highways to check out the legality of parishes doing work on the roads and any implications.

5. Minutes of the Parish Council Meeting of 21st March 2016.

Resolved to accept and signed.

6. Matters arising from the minutes.

Community Messaging Service – Police Officer Ade Drury had given the forms to the Clerk for completion by interested residents. These had been delivered to the Village Hall and after completion are being collected by the Clerk for return to Ade.

Local Wind Consultation – Cllr Wright reported that over 800 responses had been submitted and he thanked fellow members for responding so swiftly to his draft response on our behalf.

TAP Fund – Cllr Crossman asked if a thank-you card could be sent to Colin Meatyard for his sterling work in freeing the drain cover in Bugford enabling Chris Wallis to clear the drain. The Clerk would action this. A card had already been sent to Chris Wallis and also to Shirwell Parish Council with feedback for the TAP Fund administrator.

7. Audit 1st April 2015 to 31st March 2016. The completed annual accounts had been emailed to councillors prior to the meeting. Section 1 of the audit form was completed and signed by the Chairman and then Section 2, risk assessment and supporting documentation were scrutinised, approved and signed. Ric agreed to hold the papers during the Clerk's holiday.

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

P3 Account Bank Balance 31st March 2016 was £1336.61. All cheques presented.

Parish Council Account Bank Balance 31st March 2016 was £4533.74.

The following cheques were approved and authorised: Cheque 000299 to DALC for £57.36 annual membership; Cheque 000300 to Community First Trading for £150.78 insurance renewal and Cheque 000301 to P3 for £4 VAT reclaim.

Cllr. Wright asked if the Parish Council could discuss at a future meeting how much the Council should keep as a reserve to be held in the bank in order to free up some funds to improve the parish.

9. Planning.

Planning Decision by Planning Inspectorate: (for information only): **Application 60551.** Demolition of Kennel Building and Erection of Replacement Building for Loose Cattle Housing at West Okewill, Shirwell. Permission granted by Planning Department 21st March 2016

Planning Decision by Planning Inspectorate: (for information only): **Application 60742.** Creation of Agricultural track from existing field entrance to agricultural building at land at Stonecombe, Kentisbury Ford, East Down. Permission refused by Planning Department 11th April 2016

10. Chairman's items

Residents' alert system. Cllr Crossman reported that as a consequence of the 'cold caller' in the parish he was interested in establishing a community alert system to provide rapid notification of potential suspicious behaviour/break-ins. This would be extended to include trained first aiders living in the village who are prepared to provide help in emergencies. Rod was asking the Parish Council for approval in principle to set up a small working group to include one or two Parish Councillors and residents. Dr Rogers and Mr Koval have offered to be included. It is also intended to investigate purchasing, storage of and training to use a defibrillator. The sub-committee would report back to the parish council. The Parish Council agreed that this sub-committee should be set up.

TAP Fund. Covered under matters arising.

11. Correspondence.

Lloyds Bank statement and notification of change to "Treasurers' Account"
Barnstaple Town Council change in invoicing arrangements for hiring rooms

Community First Renewal

DALC membership renewal

Police Commissioner candidates and agents

Emails:

ICO April newsletter

Rural Opportunities Network weekly emails

DALC – various

NDC weekly information sheets and planning applications lodged and enforcement cases closed.

Fields in Trust magazine.

12. Date of next meeting.

It was agreed the Annual Parish Council Meeting would be on Monday 16th May 2016 starting at 7.30 p.m. followed by the May Parish Council Meeting. Cllr Tarr gave his apologies for these meetings.

Part 'B' (Confidential Restricted information) None.

Agenda item: Spending review of forthcoming year.

The meeting closed at 9.40 p.m.