

**Minutes of East Down Parish Council Meeting
at 7.30 p.m. on Monday 24th April 2017 at East Down Village Hall**

Attendance: Cllrs K. Phillips (Chairman), R. Crossman, Mrs E. Kempf, R. Tarr, M. Wright, County Councillor Ms A. Davis, District Councillor Mr J. Tucker and Mrs M. Done (Clerk).

1. **Apologies:** Cllr. M. King.
2. **Declarations of Interest/Dispensations:** none.
3. **Public Participation:** none.

The Chairman welcomed everyone.

Part A

4. County/District Councillors' Reports

Cllr Tucker's emails had been forwarded to councillors and he also reported on:

- NDCouncil is undertaking a consultation on car parks.
- Leaflet outlining New Recycling Collections and systems included in Council Tax bills.
- Parish Forum 18th May at Brynsworthy starting at 7 p.m.
- Fullabrook CIC Meeting Wednesday 26th April at Marwood

District Cllr Tucker then left.

County Cllr A. Davis then reported that funding had been allocated to undertake the repair to Zig-zag which would need to be closed while the works were done. No date as yet. Before leaving the meeting, Andrea thanked the Council for support over the last four years.

County Councillor Davis then left.

5. **Minutes.** Resolved to accept and sign minutes of the Parish Council meeting 20th March 2017.

6. Matters arising from the minutes.

Road Warden Scheme. The Clerk had submitted an application to Highways for High Visibility clothing, goggles and ear defenders; this has been approved.

7. Annual Governance statement 2016-2017. The statement was studied, completed and approved. It was noted that the Risk Assessment had been revised and approved on 21st November 2016.

8. Audit 1st April 2016 to 31st March 2017. Accounts for inspection and approval

The Clerk has given each of the councillors a copy of the annual accounts to study prior to the meeting and reported that:

- PWLB final payment had been debited
- The VAT reclaim paper had been submitted and a large portion of this was from defibrillator and first aid purchases
- The Computer grant was included in the balance

It was resolved to approve the annual accounts and they were signed.

Councillor K. Phillips agreed to hold the accounts during the inspection period when the Clerk is on holiday.

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

P3 Account Bank Balance on 24th April 2017 is £1050.07.

Parish Council Account Bank Balance on 24th April 2017 is £6764.56. This includes TAP Fund £200, DCC Highways Grant £323.32 and NDC 50% each of precept, grant and grant assistance. The Clerk reported that cheque no. 000318 to R. Crossman for £209.19 reimbursement of three invoices for defib associated equipment had been signed on 24th April 2017 as approved at the meeting 20th March 2017 agenda Item 6 Defibrillator (page 351).

Cheques no. 000319 to DALC annual membership for £57.85, cheque no. 000320 to Chris Wallis for drainage work for £200 and cheque no. 000321 to Community First insurance for annual insurance for £157.78 were approved.

10. **Planning. Decision by Planning Inspectorate:** (for information only)

Planning Application 62587 Prior approval for conversion of barn to dwelling (Class QA &B) at Maddox Down Farm, East Down. Approved by North Devon District Planning Office 4th April 2017.

Planning Application 62578 Replacement of Flat Tin Roof with pitched tin roof (amended plans) at Harvest Farm, Kentisbury Ford, Barnstaple. Approved by North Devon District Planning Office 10th April 2017.

11. Chairman's items

- **TAP Fund.** It was resolved that the Clerk would apply for the TAP Fund to cover drainage and ditch work.
- **Defibrillator** – Cllr Crossman gave an update on the training of Responders. The fourth course would be completed on 26th April and a list for a course in October is being compiled. The installation of the equipment has been delayed by the need for works to the wall of the Village Hall to be done. It is hoped installation will be completed by the end of the month.

12. Correspondence.

Lloyds Bank Statement

DCC Payment advice for Highways grant for High Visibility clothing, ear defenders and goggles

Dogs Trust poster

Emails:

PWLB confirmation of final payment

Planning Department from 3rd July no longer sending paper copies of applications – need to view on line.

Acute Service Update March 2017 (Cllr Tucker)

Request for help with Parish Council survey

North Devon Police Update – retirement of Inspector Bartlett

Police Alert – scams

Flood Resilience – details of conference

Devon Community Resilience Event 7th June – venue still to be confirmed

Devon Communities – 'Living on the edge' booklet

CAB Annual Impact Report

Public Sector Executive

DCC Newsletter

Rural Opportunities bulletin

Rural Services Network weekly email

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

13. Date of next meetings.

It was agreed that the next meetings would be:

Monday 15th May, 2017 at 7.30 p.m. Annual Parish Meeting followed by Annual Parish Council Meeting (election of officers) then the May Parish Council meeting. Members were reminded to consult with nominees prior to the meeting.

Part 'B' (Confidential Restricted Information) None

The meeting closed at 9.10 p.m.