

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

Attendance: Cllrs Mr M. Wright (Chair), Mr R. Crossman, Mrs E. Kempf, Mr M. King, Mr K. Phillips, Mr R. Tarr, District Councillor Mr J. Tucker and Mrs M. Done (Clerk).

1. **Apologies:** County Councillor Ms A. Davis.
2. **Declarations of Interest/Dispensations:** none.
3. **Public Participation:** Mr T. McLenaghan

Cllr Martin Wright welcomed everyone, opened the meeting and invited Mr McLenaghan to speak about his survey of the paths. Tom had walked all the paths in the period from 4th June to 8th July, 2017 with a comprehensive written report on each of the paths, completing the form with the relevant codes and highlighting each problem. Following discussion it was agreed that the analysis and action plan should be put on the next agenda. The Chairman thanked Mr McLenaghan for all his efforts and stated that the issues identified would be addressed.

Part A

4. County/District Councillors' Reports

County Cllr A. Davis had sent an email with her report which had been forwarded to members. It included

- **Reminder on the Link Road Consultation** which ends 28th July 2017. There is an online questionnaire at <https://new.devon.gov.uk/haveyoursay/>
- **A39 Zig-zag.** The area on this stretch of road which has deteriorated significantly will be rebuilt between January and March 2018, which will mean a closure. In the meantime there are now traffic lights for safety reasons.
- **Reminder to working parents of new extended entitlement to free childcare.** Application deadline 31st August.

District Cllr J. Tucker's report covered:

- **New recycling rounds and systems.** A number of problems had arisen including massive increase in food waste for collection and the non-arrival of new collection vehicles. Anyone experiencing missed collections should contact the Refuse Collections office on 01271 318503 or email missedcollections@northdevon.gov.uk. Cllr Tarr agreed to send a short message with contact details to be included in the village newsletter and on the website.
- **Amendments to the New Local Plan** – consultation underway.
- **North Devon District Car parking machines** – now accept new one pound coins.
- **North Devon District Hospital** – there will be changes in where some services will be undertaken.
- **Parish Forum 12th July, 2017** – disappointing attendance.

5. **Minutes of Annual Parish Meeting 15th May 2017.** Resolved to accept and minutes signed.
Minutes of Annual Parish Council Meeting 15th May 2017. Resolved to accept and minutes signed.
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6. Matters arising from the Annual Parish Meeting minutes. None.

Matters arising from the Annual Parish Council Meeting. The Clerk had checked with Lloyds Bank and the Pine Charity Account has not been classed as 'dormant'.

Matters arising from Parish Council Meeting 15th May 2017.

- The safety defect in Churchill had been reported to Martin Stoddard and CC Andrea Davis
- Resurfacing Dudmoor Lane – Clerk had emailed Martin Stoddard and CC Andrea Davis about the excess surface dressing.
- Storage of Council's strimmers at the Village Hall. Cllr Tarr had contacted DCC and been advised that this was not a possibility in case uninsured parishioners used them and were injured.
- Defibrillator cheque to Electrician – the invoice had been made out to the Village Hall so could not be settled. Cllr Crossman had requested a replacement invoice which still had not been received.

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

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

Parish Council Account Bank Balance on 24th July 2017 is £6995.93. This includes donations towards the Defibrillator.

Ring-fenced money: £600 computer equipment; £323.32 for High visibility clothing; £924.35 for defibrillator.

The following cheques were authorised and signed:

Cheque No. 000322 to P3 Account £106.76 VAT reclaim

Cheque No. 000323 to Richard Tarr £57.58 for annual website renewal

Cheque No. 000324 to M. Done £36.00 reimbursement of Stevens & Willey audit fee

Cheque No. 000325 to M Done £300.00 1st quarter's salary (April to June)

Cheque No. 000326 to East Down Village Hall £84.00 towards Hall maintenance

Cheque No. 000327 to East Down & Arlington PCC £300.00 towards Churchyard maintenance

Cheque No. 000328 to DALC £30.00 Chairman's training course

8. Planning Application 63118. Prior approval for change of use of agricultural building to dwelling (Class QA & B) at Ashelford Farm, East Down. The Chairman had consulted the planning department and parish councillors; in view of its being a Prior Approval Class QA & B it had been agreed it was unnecessary to discuss the application.

Decision by Planning Inspectorate (for information only).

Application 61424. Removal of Condition 3 (agricultural occupancy restriction) attached to Planning permission 79/1—3/24/1) at Barton House, East Down. Permission granted 29th June 2017

9. Reminders:

➤ **Rural Alliance meeting 25th July** at Shirwell Village Hall starting at 7 p.m. Cllrs Mrs Kempf, K. Phillips and the Clerk would attend.

➤ **Tractor Run** Saturday 5th August.

➤ **East Down Annual Produce Show** Sunday 13th August.

The following motion was put forward by Cllr Wright and seconded by Cllr Tarr: a donation would be made annually towards the Show, the amount to be agreed depending on what the Show organisers needed. A new category or event within the Show would be particularly welcome. There was no further motion. The vote was unanimous in favour. It was agreed that this year a donation of £50 would be made towards expenses and cheque No 000329 to East Down Village Hall for £50 towards Produce Show expenses was approved.

10. DCC Notice of Modification Order (Bridleway No 48 East Down & Bridleway No 48 Marwood)

Definitive Map Modification Order 2017. Thanks were recorded to Cllr Tarr for circulating this information via the newsletter, the noticeboard and the website.

11. Chairman's items

- **Financial Reporting.** The Chairman requested that bank balances, payments received and cheques presented be included in the paperwork prior to each meeting. Cllr Tarr would forward the bank statement to the Clerk a week before each meeting since statements are only sent out following any movements on the account and this is not always in time for meetings.
- **Defibrillator** – Cllr Crossman requested prior approval of two purchases from the defibrillator money: firstly a cheque for £500 to KCS Training for a defibrillator/first aid training session as the trainer requires payment on booking the session; secondly purchase of a further supply of booklets. Both purchases approved. Cheque to the trainer will be made out on receipt of the invoice. Cllr Crossman will pay for the booklets and apply for reimbursement at the following meeting.
- **TAP Fund** – work has been done on two drainage problems.
- **North Devon Link Road.** Booklets had been placed in the Village Hall relating to the Public Consultation on proposals for improvement from South Molton to Bideford.

12. Correspondence.

Lloyds Bank Statement

Seafarers UK – Merchant Navy Day information and price list

Peter Heaton-Jones MP – surgery dates

DCC Notice of Modification Order Bridleway No 48 East Down to Bridleway No 48 Marwood

Planning application 63118. Prior approval for change of use of agricultural building to dwelling Class QA & B Ashelford Farm, East Down

North Devon Link Road – Public consultation

Project Electric Services – invoice for installing defib at Village Hall

Planning – removal of condition 3 (agricultural occupancy restriction) attached to planning permission at Barton House, East Down

Emails:

Police Alert – scams

ND Liberal Party Post Election invitation to tea at Filleigh

Parish Forum meeting details
NHS - Briefing on the first stage of the Acute Services Review – the clinical recommendations
Boundary Commission Electoral Ward Boundary Review
NDC Information on invoices
Devon Air Ambulance Volunteer booklet
Devon Air Ambulance Volunteer Vacancies
Citizens Advice Newsletter
Public Sector Executive
DCC Newsletter
Rural Opportunities bulletin
Rural Vulnerability Service
Rural Services Network weekly email
NDC weekly information sheets and planning applications lodged and enforcement cases closed

Clerks ND Councils Direct Magazine July 2017

13. Date of next meeting. Monday August 21st at 7.30 p.m.
Agenda Item: P3 Surveys and analysis

Part 'B' (Confidential Restricted Information) None

The meeting closed at 9.15 p.m.