

**Minutes of the Council Meeting held on 23<sup>rd</sup> January 2018**

Present: Present: Cllr J Wescott (Chair), Cllr T Conway, Cllr J Briden, Cllr B Hatton, Cllr J Andrew, MDDC Cllr A Moore, DCC Cllr P Colthorpe, K Ward (Clerk).

Meeting opened 7.31pm

**1718-87 Apologies:** Cllr Adams

**1718-88 Declaration of Interests:** None

**1718-89 Dispensations:** None

**1718-90 Minutes of the meeting held on 21<sup>st</sup> November 2017**

The minutes were approved as a correct and accurate record and signed by the Chairman.

Cllr Andrew queried if the leaflet regarding the defibrillator should have been delivered to all households as he and neighbours didn't receive them. Cllr Wescott said they should have been delivered to all households by the postman.

Referring to the minutes, Cllr Conway said that he understood the leaflet was to canvass opinion on interest in the defibrillator and 1<sup>st</sup> aid training, but that the training had already gone ahead. A further query was raised about what feedback had been received and the costs of the training. Cllr Wescott confirmed he had organised the training and that the income generated had more than covered the costs. He said that he'd had mainly verbal feedback supporting the training and defibrillator. The cost of training was £50 per session, and this compared to other providers charging approx. £350 per session.

There was some discussion on whether there had been a misunderstanding of the minutes regarding the purpose of the leaflet and organising the training before this meeting, and that for the purpose of transparency the minutes need to be clearer about what has been agreed.

**1718-91 Open Forum:** No items raised

**1718-92 Report from the County Councillor**

Cllr Colthorpe referred to DCC budget pressures noting that increasing social care costs are likely to mean that resources will be diverted from highway services. The budget scrutiny process is currently taking place. DCC has been selected as a pilot for retention of business rates, and this is expected to bring additional funding to the county but it is not clear exactly what the impact will be yet. Devon school funding is still worryingly below national average. DCC is lobbying MPs for changes to the allocation formula as schools are now looking to make cuts. The opening of the new special needs centre Carlton Lodge is likely to be delayed until 2019. Cllr Colthorpe confirmed that DCC has limited exposure to the collapse of Carillion.

**1718-93 Report from District Councillor**

Cllr Moore reported MDDC is also looking at it's budget for 2018/19. The business rate retention pilot was also good news for the district. It was noted the long overdue Local Plan is going to Cabinet and Council in February and is intended to be submitted to the Planning Inspectorate for approval after. Work on the Tiverton Premier Inn will start at the end of January. Planning permission has been granted for new homes behind the Town Hall. The Exe Valley Leisure Centre extension is now open and has been busy. Londis has opened in Market Walk. The Rotary Club has donated 40 trees suggestions are sought as to where to plant them.

#### **1718-94 Improvements to the centre of Morebath**

Cllr Conway reported that the new noticeboard has now been erected, but that new keys and magnets needed to be obtained. The bus shelter has been cleaned up of old pins etc. Other works are on hold due to the poor weather. There are 4 volunteers for the planting works. It was reiterated that any planting scheme must be low maintenance, and that the initial design took this into account but would be reviewed again before work starts. There was discussion about the merits of having concrete/slabs by the noticeboard as it is very muddy underfoot. There was a discussion on the merits of relocating the post box next to the bus shelter.

**Action:** Cllr Conway to investigate if the post box can be moved.

#### **1718-95 Snow Warden arrangements and grit bins**

a. Cllr Wescott confirmed he had received the Snow Warden training from DCC so the parish will now get an allocation of salt to distribute when needed and that the public would be covered under DCC public liability insurance. He noted salt now comes in smaller bags which will be easier for people to move.

b. Cllr Conway suggested a date of 3<sup>rd</sup> February, 10.00 to 12.00, for an open day for residents to collect excess salt from the car park and this needs to be advertised e.g. on the noticeboard and with leaflets.

**Action:** Cllr Conway to advertise and supervise the salt collection day on 3<sup>rd</sup> February

c. Cllr Briden, on behalf of Cllr Adams, said that consideration of a salt store should wait until after the open day and it known how much salt is left. Cllr Conway thought that a canvass cover would be sufficient rather than a hard cover. Cllr Wescott said that in future, the council should only have one year's allocation of salt and that it be distributed in the small bags shortly after delivery, minimising the amount stored in the car park.

#### **1718-96 Consideration of a defibrillator / medical pack for Morebath Village**

a. Feedback on the leaflet / 1<sup>st</sup> Aid training: In answer to a question, Cllr Wescott again reported that he had received mainly verbal feedback from the leaflet and the feedback was generally supportive. Referring to a letter of objection, it was recognised that some residents did not support having a defibrillator in the village and had set out their reasons. Cllr Andrew was aware of others not in support. There was a debate on the arguments for and against including the role of first responders/ emergency services, how often it is likely to be used, who would benefit, who will take long term responsibility for the management of the unit, and the affordability. There was agreement that the costs of the defibrillator should not fall on the precept but be met through community fund raising. Cllr Andrew suggested this should be a community asset run by a community group and that responsibility should not be with the parish council. There was a discussion as to whether the council could act as a "conduit" for the defibrillator if the Council decided not to purchase a one, but it was wanted and funded by the community.

b. Funding position: Cllr Wescott stated the £500 had been awarded from the Locality Fund, twelve people had attended the 1<sup>st</sup> aid training raising £350, and to date a further £350 in general donations had been raised. The training had cost £100 for 2 sessions, and hall hire at £6 per hour.

c. Cost for installation: Cllr Conway reported he had received an estimate of £170 for the electrical installation in the village hall, and it will need to be certified. Cllr Wescott was aware of a contractor who will do the work for free, charging for materials only. There was a discussion as to where a defibrillator could be located to keep out of the sun and for security reasons.

- d. Other matters: There was a further discussion on whether there should be a separate group responsible for a defibrillator. Cllr Hatton queried whether there is a mechanism where the council could “host” the defibrillator on behalf of a community group without taking ownership. The Clerk felt this was unlikely as it would still go through the council's bank, VAT reclaim etc so would still be seen as a Council responsibility, but would take advice and report back.

Cllr Conway stated that an alternative option could be a 4 year service contract with SW Ambulance Trust whereby, for an upfront fee, they would retain ownership and responsibility, cover all the insurance, replacement parts and training. The only provision was that someone checks it on a monthly basis.

- e. Defibrillator: After further discussion on what role the council should take and community involvement it was **AGREED** that the matter should be deferred, and the council not purchase a defibrillator pending investigations as to:
- Whether a community group can be established to take responsibility for the funding and management of any defibrillator
  - Whether there is a viable mechanism for the Council to “host” the account on behalf of a community group
  - Obtaining further details on the SW Ambulance Trust option

**Actions:** Clerk to contact DALC regarding “hosting” arrangements. Clerk/Cllr Conway to contact SWAT for information their 4 year contact arrangements.

#### **1718-97 Communications Working Group**

Cllr Hatton stated there is nothing further to report and this item can come off the agenda. A summary of the minutes will go to Signpost.

**Action:** Clerk to prepare a summary of the minutes for Signpost.

#### **1718-98 Highways and Traffic Calming**

- a. Highways: Cllr Briden, on behalf of Cllr Adams, reported a number of pot holes around the parish which have already been reported to DCC. Cllr Conway stated there is road damage outside the village hall.

**Action:** Clerk to report road damage to DCC.

- b. Traffic calming: nothing further to report.

#### **1718-99 Footpaths**

Cllr Hatton said he would be bidding for some funding for 2018/19 P3 funding to maintain the current paths. Work is needed on Church Path.

#### **1718-100 Environment / Amenities**

- a. Bus shelters: Cllr Briden reported that Cllr Adams has the preserving treatment and would carry out the work when the weather improves.

**Action:** Cllr Adams to arrange for preserving treatment to bus shelters

- b. Grass cutting: After some discussion on the number of cuts, and recognising that MDDC cannot provide a timetable for grass cutting it was **RESOLVED** to agree to pay MDDC for 5 cuts to highway verges for 2018 as set out in their quote. It was further **RESOLVED** to appoint Steve Kelland to carry out grass cutting on parish land as agreed in the programme for the price quoted.

**Action:** Clerk to contact MDDC and S Kelland regarding awarding of contracts.

- c. Litter picking: Cllr Briden said that the next litter picking will be on 24<sup>th</sup> March and that, in accordance with MDDC instructions he will provide a briefing for all volunteers.
- d. Other matters: Cllr Briden reported that Brushford PC have laid the concrete base for their sand bag store and the shed will be erected soon.

#### 1718-101 Grants to local organisations

- a. Request for funding from Ring and Ride: The Council **RESOLVED** not to award funding.
- b. Request from support for Riverside Hall TAP Funding: it was **RESOLVED** to support the bid in principle.

#### 1718-102 Volunteers for the parish council

The Clerk reported that it was good practice to formalise the volunteer arrangements, particularly so that volunteers would be covered under the council's insurance. It was **AGREED** to have a short form for each volunteer setting out the role, who the supervisor was, any equipment and training needs, contact details etc.

**Action:** Clerk to circulate a pro-forma to all councillors

#### 1718-103 Planning

- a. Planning application received since the agenda was published: 17/02068/HOUSE Erection of 2 storey side extension and balcony, The Old Barn: The Council **RESOLVED** to submit a response of "no objections".
- b. The Council **NOTED** the following notifications "details pursuant discharged":
  - 06/02043/LBC: Higher Trickeys House Exebridge Lane Morebath EX16 9AL, Listed Building Consent for erection of extensions and internal alterations
  - 06/02044/FULL Higher Trickeys House Exebridge Lane Morebath EX16 9AL, Erection of extensions

#### 1718-104 Finance 2017/18

- a. The Clerk reported the current financial position as set out in the agenda noting the £500 has been received from the Locality Fund. After taking into account payments at this meeting, the balance in the accounts will be £18,897 of which approximately £5,521 is in contingency. The remaining funds are in earmarked reserves.
- b. Council **RESOLVED** to approve the following payments:
  - K Ward / HMRC wages £214.58
  - K Ward expenses £47.32
  - Cove Nurseries bulbs £21.38 (£18.32 + VAT)
  - J Briden reimburse travel expenses for training £33.30
  - J Briden reimburse cost of magnets £13.80The payment to DALC is deferred, awaiting invoices.

#### 1718-105 Budget and precept 2018/19

- a. Precept: It was **RESOLVED** to set a precept of £5990.00 for 2018/19 which would give a council tax of £41.03 for a band D property, the same council tax level as the current year.
- b. Budget: It was **RESOLVED** to approve the 2018/19 budget as set out in the agenda, subject to removal of the contribution to the defibrillator.

#### 1718-106 Other items

The MDDC Chairman will be attending in March 2018.

It was noted the Clerk has submitted her resignation. It was agreed adverts need to be placed on the noticeboard, website and with DALC. Cllrs Wescott and Conway agreed to carry out interviews with a recommendation for appointment to the next Council meeting.

Next meeting: **Tuesday 20<sup>th</sup> March 2018, 7.30pm, Morebath Village Hall**

Meeting closed 10.00pm

Signed as a correct record:

Date:

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