

Newton St Cyres Parish Council

Minutes of meeting held on Monday 13 April 2015

The meeting commenced at 7.30pm

Members Present:

Cllr D Baker (Chairman)
Cllr J Baker
Cllr R Cashmore
Cllr J Enright

Cllr S Parker
Cllr T Sedgwick
Cllr C Southcott
Cllr J Walters

In attendance:

Cllr P Hare-Scott, MDDC (left 8.30pm), Cllr M Squires, DCC (left 8.20pm) J Hole Parish Clerk
5 members of the public (1 left at 8.05pm)

Business to be Transacted Public Participation

- (i) Police Report
There was no report.
- (ii) Public Question Time
A person sleeping in the Half Moon bus shelter had been reported to the police.

It was noted that the Parish Council election was uncontested and six people had stood. The Parish Council would need to co-opt three people. Since the closing date for nominations three people had come forward and arrangements would be made to co-opt at the next meeting.

Graeme Barnell, Chair of the NSC Flood Network Group outlined the main areas of work that had been carried out by the group. These included: recruiting volunteer flood wardens - training had been received from DCC and more volunteers were required; setting up three sheds with emergency equipment - the funding for which had been granted by DCC; ensuring and developing links with the emergency services; developing early warning systems – the tipping rain gauge was now installed and working, and work on mitigating flood risk - Steve Densham (MDDC) had identified funding to carry out two surveys to investigate flood risk at Smallbrooke and the Shutterbrook. Graeme had prepared a written report which had been circulated to Cllrs. The report identified various issues and areas that needed further consideration by the Parish Council. Cllr D Baker thanked Graeme for all his work on this project and stated that the Parish Council would start to address the outstanding issues at its next meeting

Cllrs passed on their thanks to Mr Swallow for putting flowers in the tubs at the Half Moon Bus stop

1/04/15 Apologies
Cllr K Anstey

2/04/15 Declaration of Interest
Item 5.2.1 – Cllr S Parker and Item 5.2.4 – Cllr D Baker

3/04/15 Minutes of the last meeting held on Monday 2 March 2015
Agreed and signed as a true record

4/04/15 Mid Devon District Council

- 4.1 Planning Applications:
15/00406/FULL - Erection of an extension at Brownlea, Langford.
No comment
15/00393/FULL - Erection of front and rear extensions following demolition of integral garage/utility annexe at Enniskerry Sand Down Lane Newton St Cyres
No comment
- 4.2 Planning Decisions:
15/000154/CAT - intention to fell a willow tree in the conservation area at Glebe House – permission granted
- 4.3 Planning enforcement – Removal of mobile homes at Langford Nursing Home
Four mobile homes which did not have planning permission were due to be removed by the summer.
- 4.4 To note Section 106 Agreement Pooling Restrictions and means of funding public open space projects
Details had been circulated to Cllrs. The Parish Council was requested to notify MDDC of any public open space projects in the parish and Cllrs should let the Clerk know of any ideas. It was noted that the proposed new school and housing development in Station Road would include a public open space.
- 4.5 Report from Cllr P Hare-Scott
Cllr P Hare-Scott reported that progress with the new school development was slow and this was causing some concern. However the EFA had stated that they would only be carrying out a survey at the proposed new site. It was unclear if the pre-school would be moving with the school or remaining on the existing site.
The hand-rail barrier in Court Orchard, outside number 5 had been hit and Cllr P Hare-Scott was asked to make enquiries to ensure it is mended.

5/04/15 Finance

- 5.1 To approve signatures for this month's cheques

Cllr J Enright and Cllr R Cashmore

- 5.2 Parish Council payments Current Account:

These were agreed as:

Item	Payee	Purpose	Amount £
5.2.1	Stephen Parker	Weed treatment for Village Green	57.98
5.2.2	Mrs R A Pearce-Mariner	Fee for monthly surgery at Parish Hall – 2015	27.00
5.2.3	Hedgerow Print	Questionnaire re Shop and Post Office	30.55
5.2.4	David Baker	Stain for benches	9.99
5.2.5	DALC	DALC/NALC Affiliation fee and service charge	198.08
5.2.6	DALC	10 copies of Good Councillor Guide	20.00
5.2.7	Newton St Cyres Parish Hall	Rent for Club Room Jan – March 15	50.00
5.2.8	Footpath Account (transfer by letter)	PROW grant Reclaimed VAT	220.00 28.59
5.2.9	J Hole	Salary and Expenses March	201.75
5.2.10	HMRC	PAYE due	45.04

£888.98

It was noted that cheques to the value of £3,641.45 had been signed since the last meeting. They were for the purchase of emergency equipment to be used in the event of flooding and funded via the grant from DCC.

5.3 Parish Council receipts			
Item	Payee	Purpose	Amount £
5.3.1	DCC	CRG Grant	2,896.36
5.3.2	DCC	PROW grant (footpath)	220.00
5.3.3	HMRC	VAT Refund	230.85
5.3.4	Various	Allotment rent	60.00
			£3,407.21

5.4 Balances

5.4.a Parish Council Current Account balance – £4,394.96(after above payments/receipts)

5.4.b Parish Council Reserve Account balance – £840.54

5.4.c Footpaths Account – £347.83

5.5 Summary of Receipts and Payments 2015
A draft summary had been circulated and the contents were noted.

5.6 Financial Statement and Budget Monitor
These were noted

Break in procedures for signatories to sign cheques for payment

6/04/15 Matters raised by the Chair

- 6.1 Update on Churchyard
A meeting had taken place with John Quicke and the exact area of land identified. There was a need to carry out some tree maintenance work before the land was handed over. The Parish Council would need to appoint solicitors. **Clerk to put on Agenda for the next meeting.**
- 6.2 Report from Dog Warden
The Dog Warden had visited the owner of the dog who it had been alleged had failed to pick up dog mess but was unable to prove without reasonable doubt that they were responsible. Notices had been put up in Pump Street and Court Orchard warning about the fines that could be imposed and a note would be put in the Newton Wonder. It was noted that the Arboretum had removed their dog waste bin. The Clerk was still investigating the possibility of using DNA testing.

7/04/15 Councillor's Reports

- 7.1 Areas of Responsibility
- Bus Shelters – due to be cleaned next week
- Notice boards – some maintenance and repairs would be necessary and **Cllr J Baker will put a note** in the Newton Wonder asking for people to quote to carry out the work.
- Seats – These had been stained. It was noted that the bench by the bus stop on the Village Green was rotten and needed to be removed. **Cllr S Parker to remove as soon as possible. Clerk to put on the Agenda for the next meeting.** If the old seat cannot be repaired it would be necessary to purchase a new one.
- Footpath – The PROW grant had been received. Most of this would be used for the new footpath that was needed at Woodley.
- Recreation Ground – The project to renew/replace the play equipment was ongoing and it was hoped that grants would be available to allow the project to proceed
- Quality Council – the registration form had been sent.
- Station – It had been reported to Network Rail that trains were not stopping at the Harrington Hump.
- Community Support Group– Meetings would take place every two months in the Club Room. Two mobile phones had been purchased and leaflets and fridge magnets were being produced to inform people of the number to call for assistance.
- Parish Plan – the questionnaire would be delivered to houses by the end of May/beginning of June. Cllr D Baker expressed his thanks to Cllr R Cashmore for his work on the questionnaire

Arboretum – the AGM would take place on 22 April
Information Board at Half Moon layby – **Clerk to request Cllr M Squires to arrange for this to be removed**, together with the road sign which advertises the board.

7.2 Surgeries:

7.2a Matters raised on 28 March 2015 and report from election surgery

No matters were raised.

7.2b Next Surgery 25 April 2015

Cllr J Walters to attend.

8/04/15 Clerk's Report

8.1 Update on Annual Parish Meeting

Posters were due to go up shortly. A few requests for tables had been received. **Clerk to confirm attendance with Speaker.** The presentation on the cycle/footpath would be discussed at the next cycle/footpath meeting.

8.2 To note training attended April 14 to March 15

Details had been circulated to Cllrs for information

9/04/15 Parish Council

9.1 Allotments

9.1.a Report

It was noted that Cllr K Anstey would be inspecting the allotments shortly and would let the Clerk know when it was time to arrange for topping.

9.2 Community Resilience Group (CRG)

9.2.a Written report from Graeme Barnell

A written report from Graeme Barnell had been circulated. The security of the sheds would need to be considered. **Clerk to ensure sheds and equipment are covered by the insurance policy. Clerk to ask Graeme to provide, for the next meeting, a list of bullet points that need action. Clerk to write a letter of thanks to Graeme Barnell.**

9.3 Update from Cycle/Footpath group

An initial meeting had taken place and a second meeting would take place on the 20 April. Cllr S Parker had attended a meeting with Crediton Town Council who wanted to get the path in the local plan.

9.4 Update on grass cutting contract

It was noted that the cost of cutting the Village Green had increased by £5.00 per cut to £70.00. The cost to cut Woodlands remained unchanged at £15.00 per cut.

9.5 To consider if the pavement at PR Cars, Half Moon could be extended

Clerk to request a site meeting with Highways to explore this possibility.

Minuted here but taken after item 3

10/04/15 Devon County Council

10.1 Outstanding Highways issues

I. Langford Road. Awaiting depth markers to be installed by the stream. Graeme Barnell had informed the meeting that Highways had stated that the depth markers purchased with the grant from DCC should not be used as they may encourage drivers to enter flood water. Cllr M Squires stated that it is difficult to site the depth markers in the correct place as any flood is not the same depth throughout the flood. Cllrs were dissatisfied with the response from Highways and asked **Cllr M Squires to look at the issues surrounding the depth markers and find a way for the Parish Council to get them installed as quickly as possible.**

II. Footpath at the bottom of School Hill. Adverse camber makes it dangerous for mobility scooters – nothing to report

III. Enforcement on Network Rail of hedges by Beer Engine – Details passed to Bob King – nothing to report

IV. Shutten brook at Meadlowlands in West Town – passed to flooding group

V. Road surface on bank at Station House – nothing to report

- VI. No cycle sign at Court Orchard – several requests had been sent to Bob King. **Cllr M Squires was asked to chase this up.**
- 10.2 New issues for Cllr Southcott to take to DC
The poor road surface on School Hill and down to the junction with Station Road was noted. **Cllr M Squires to inspect with Bob King as soon as possible. Clerk to report pot holes on the road from the Beer Engine to Wykes Cross.**
- 10.3 A377 recent traffic accidents – update on meeting with DCC
A site meeting with Richard Brown, Neighbourhood Highway Engineer had been arranged for 29 April to discuss safety concerns and Cllrs D Baker and S Parker would attend. A parishioner had reported a near miss at the Langford Junction where the road markings were incorrectly applied. Highways and Cllr M Squires had been informed but to date no action had been taken. Cllrs expressed their dissatisfaction with the amount of support and communication received from Highways. The dangers and costs of road work signs not being collected after the road works had finished were noted. **Cllr M Squires was asked to look at the systems in place and report back. Clerk to report to DCC.**
- 10.4 Report from Cllr M Squires
After the elections Cllr M Squires would be asking DCC Officers to visit parishes. Cllr D Baker asked if approximately £350.00 could be found from Cllr M Squires locality budget to pay for the fencing that would be needed round the new graveyard and Cllr M Squires agreed this payment.

12/04/15 Miscellaneous Correspondence

None had been received.

13/04/15 Minor Matters and Items for Future Agenda

The pedestrian bridge in Pump Street
Purchase of display boards
Purchase of a new seat
To appoint solicitors

14/04/15 Date for next meeting: Annual Council Meeting THURSDAY 14 May 2015 in the Clubroom, Parish Hall at 7.30pm. Cllrs to arrive at 7pm to allow time for signing Acceptance of Office forms

**End of Formal Business
Public Participation**

It was suggested that some dog fouling might be due to dogs belonging to out of area parents. **Clerk to put note in School Newsletter** asking for dog owners to ensure they clear up after their pets.

Cllr D Baker thanked Cllrs J Enright, R Cashmore, T Sedgwick for their service over the past four years and gave particular thanks to Cllr J Walters who had served 42 years as a Parish Councillor

The meeting closed at 9.20pm