

Shobrooke Parish Council

Minutes of the Parish Council meeting held in the Village Hall on Tuesday 10 January 2017

The meeting commenced at 7.30pm

Members Present:

| | |
|------------------------|---------------|
| Cllr R Ayre (Chairman) | Cllr A Jones |
| Cllr C Boulton | Cllr J Lee |
| Cllr B Curle | Cllr L Pitts |
| Cllr C Furse | Cllr A Ripper |
| Cllr J Ingham | |

In attendance:

Cllr P Hare-Scott, MDDC (left 8.05pm), J Hole, Parish Clerk

Business to be Transacted Public Participation

There were no public present

Formal Business

01/01/17 Apologies
None

02/01/17 Declaration of Interest
Cllr J Lee – Item 6.6 (PI)

03/01/17 Minutes of the last meeting held on Tuesday 13 December 2016
Agreed and signed as a true record

04/01/17 Mid Devon District Council

4.1 Planning Applications:
None

4.2 Planning Decisions:

16/01776/FULL- Erection of extension to umbrella roof over existing open cattle yard at West Raddon Farm, Shobrooke – grant permission

16/01042/FULL- Erection of stable block and sand arena for use by an equestrian business at Efford, Shobrooke – grant permission with conditions

4.3 To note the Local Plan Review Proposed Submission (incorporating proposed modifications) and Revised Community Infrastructure Levy (CIL) Draft Charging Schedule Consultation

Cllr P Hare-Scott reported that the proposed modifications related to J27/28 and to Cullumpton and there was no implications for Shobrooke parish. The revised document would be submitted at the end of March to the inspectorate with implementation scheduled for Autumn 2017.

05/01/17 Road and Footpaths

5.1 Outstanding Road and Footpath issues

- i. Blocked drains at Exeter Hill/ Exeter Hill Cross towards Shobrooke, Raddon Top to West Raddon, road by Rew Cross, Efford, outside Setters and Church lane - reported to DCC – no update

- II. Poor road surface by church and Zephyr– reported to DCC
Cllr L Pitts reported that Highways had visited the site by the church on Friday 6th with a view to fixing the problem, but the work required was too much for the tools they had available. **Clerk to update** Church and request update from DCC
- III. Broken gate closer on Footpath 57 – Footpath Warden to action
- IV. Broken directional sign at Normansland – A quote of £50.35 (excl VAT) had been received. A locality grant for this amount had been awarded by Cllr M Squires. It was resolved that the **Clerk should order** a new sign
- V. Backfilling of steps on FP15 and 17 - Footpath Warden to action
- VI. Wire mesh for bridge on FP19 - Footpath Warden to action
- VII. Wire mesh on the top of the step boards on FP14 and FP15 – Footpath Warden to action
- 5.2 New issues identified
None
- 5.3 To note DCC Highways have established a Community Highways Fund
Details of the new fund had been circulated and were noted.
- 5.4 To note response from DCC Footpaths re accidents/injury on P3 paths and to consider if any actions are necessary
The response from Ros Davies, DCC Footpaths Officer had been circulated and was noted. It was resolved that the Clerk should check that contractors had the appropriate insurance in place and a risk assessment. Cllr B Curle stated that a “permit to work” scheme would ensure that relevant checks had been made and Cllr J Ingham agreed that this would generate evidence that procedure had been followed. **Clerk to investigate** “permit to work” scheme.

06/01/17 Finance

- 6.1 To approve signatures for this month’s cheques
Cllr C Furse and Cllr J Lee
- 6.2 Parish Council Payments Current Account:

| Item | Payee | Purpose | Amount £ |
|-------|---------|--|----------------|
| 6.2.1 | Eakers* | Materials for bus shelter and noticeboard | 49.79 |
| 6.2.2 | J Hole | Salary and expenses incl McAfee antivirus (£89.00) | 231.77 |
| | | | £281.56 |

(* or Jewsons at £41.93 but a large car/van will be needed to collect the noticeboard material)

It was resolved to purchase the materials from Eakers as they would cut the board to fit in Cllr A Jones’s car

- 6.3 Parish Council Payments received:

| Item | Payee | Purpose | Amount £ |
|-------|-------|------------|------------------|
| 6.3.1 | HMRC | VAT Refund | 1,192.80 |
| | | | £1,192.80 |

- 6.4 Balances:

- 6.4a Parish Council Current Account balance: £3,882.55
- 6.4b Parish Council Footpath balance (in above current account figure): £1,271.06
- 6.4c Parish Council Reserve Account balance: £3,386.35

- 6.5 Financial Statement and Budget Monitor
These were noted

- 6.6 To agree purchase of bench for bus shelter. Mole Avon can supply a bench for £140.00 incl. VAT
It was resolved to purchase the bench from Mole Avon. **Clerk to order** and Cllr J Lee would collect. It was noted that the bench would be supplied flat packed and Cllr A Jones would put it together.

- 6.7 To consider grant to Crediton Community Transport for £100.00
A copy of the annual report had been circulated to councillors just before the meeting. It was noted that income had increased from last year. Cllr J Lee thought that charities were now obligated to keep a certain level of financial reserves. It was not clear if

“governance costs” included staff pay After discussion it was proposed and seconded and resolved to grant £100.00

6.8 To agree precept for 2017/18

The precept had been set at £5,000.00 for a number of years and although parishes would not be capped this year, this may be introduced in future years. It was possible that parishes may be asked to take on more work/responsibilities, due to cuts at DCC/MDDC. Whilst there were no major parish expenses anticipated for next year, it was felt that a gradual increase each year would be better than a larger increase all in one go. It was therefore resolved to increase the precept by 2% to £5,100.00

07/01/17 Matters raised by the Chair

None

08/01/17 Councillor’s Reports

8.1 To consider any Councillor reports for areas of responsibility

None

09/01/17 Clerk’s Report

9.1 Local Council Award Scheme

The Clerk reported that the application for the Foundation award has been submitted

9.2 To note the Clerk has passed the Certificate in Local Council Administration (CiLCA)

Noted

10/01/17 Parish Council

10.1 Playing Field

10.1a To consider latest Inspection Report

The latest inspection report had not been received

10.1b To consider a self-closing hinge for the playing field gate - £80.00 maximum cost if no existing fitting can be reused

At present the gate remains open, meaning the area is unsecured for children and dogs could also enter. It was resolved to install a self-closing hinge. **Clerk to order**

10.2 Update on outstanding painting to bus shelter and provision of noticeboard

Cllr A Jones would arrange collection of the materials and undertake the painting once the weather improved.

10.3 To agree if a litter pick should take place

Two volunteers had e-mailed the Clerk to offer to take part in a litter pick and several councillors also volunteered to help. Cllr L Pitts to arrange a suitable date and time and let everyone know.

11/01/17 Miscellaneous Correspondence

None

12/01/17 Minor Matters and Items for Future Agenda

Cllr R Ayres had received an offer from the RNLI to attend the annual parish meeting and give a brief talk about their work.

Cllr C Boulton reported that salt was available if required in the event of snow or ice. Cllr R Ayres also had a supply of salt which he would make available for Shute.

13/01/17 Date of next meeting: Tuesday 14 February 2017 in the Village Hall at 7.30 pm.

The meeting closed at 8.15pm