

Shobrooke Parish Council

Minutes of the Parish Council meeting held in the Village Hall on Tuesday 14 February 2017

The meeting commenced at 7.30pm

Members Present:

Cllr R Ayre (Chairman)	Cllr J Ingham
Cllr C Boulton (arrived 8pm)	Cllr J Lee
Cllr B Curle	Cllr A Ripper
Cllr C Furse	

In attendance:

Cllr P Hare-Scott, MDDC (left 7.50pm), Fred Harper, Footpath Warden (left after item 7.4) and 1 member of public (left after item 7.4), J Hole, Parish Clerk

Business to be Transacted Public Participation

There was none

Formal Business

01/02/17 Apologies

Cllr A Jones (family commitments)

02/02/17 Declaration of Interest

There was none.

03/02/17 Minutes of the last meeting held on Tuesday 10 January 2017 (previously circulated)

Agreed and signed as a true record

04/02/17 Mid Devon District Council

4.1 Planning Applications:

17/00177/FULL - Erection of 2 agricultural buildings for livestock and storage at Westacott, Shobrooke – no comment

4.2 Planning Decisions:

16/01795/FULL - Erection of stable block and sand arena for use by an equestrian business at Efford - withdrawn

05/02/17 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. There was no update.
- II. Poor road surface by church and Zephyr– reported to DCC. The Clerk had e-mailed Steve Tucker, Neighbourhood Highways Manager for an update on the road by the church but had not received a reply. It was resolved that the **Clerk should e-mail Cllr M Squires** and request an update.
- III. Broken gate closer on Footpath 57 – work completed – remove from list
- IV. Broken directional sign at Normansland – The sign had been delivered and Cllr R Ayre would fit it.
- V. Backfilling of steps on FP15 and 17 – this had been deferred until better weather
- VI. Wire mesh for bridge on FP19 - work completed – remove from list
- VII. Wire mesh on the top of the step boards on FP14 and FP15 – work completed – remove from list

- 5.2 New issues identified
Pot hole at Exeter Hill and Rivenford Lane – **Clerk to report**
- 5.3 Update on insurance and risk assessments for P3 paths
The Clerk had spoken to the P3 contractor who had £5 million insurance and would send a copy of his insurance certificate. DCC had supplied blank copies of their Risk Assessments form and these should be completed by the contractor and copied to the Clerk
- 5.4 Report from Footpath Warden re meeting with Ros Davies
Fred Harper, Footpath Warden gave a brief report based on his written report which had been circulated to councillors. A meeting had taken place with Ros Davies, DCC to review the P3 parish paths agreement and Ros was very happy with the way the Scheme was operating. One path had failed the annual survey due to signage. There was one stile left to change to a gate and Ros would contact the landowner to arrange. The money left in the footpath account could be carried forward. Plans for next year included a possible boardwalk across the muddy part of FP 15. Fred updated the meeting on the work that had taken place with regard to the writing of a footpath leaflet. Various parishioners had contributed. A draft copy would be circulated to councillors with comments invited by the end of February. Distribution of the completed leaflet would need to be considered and some plastic leaflet dispensers might be useful. Cllr R Ayre passed councillors thanks on to everyone who had helped with the leaflet.

06/02/17 Finance

6.1 To approve signatures for this month's cheques
Cllr C Furse and Cllr B Curle

6.2 Parish Council Payments Current Account:
These were agreed as:

Item	Payee	Purpose	Amount £
6.2.1	J Lee	Reimbursement for purchase of bench	135.80
6.2.2	Tiverton & District Community Transport Association	Grant	100.00
6.2.3	Country Matters	Work to footpaths and playing field gate	218.40
6.2.4	DALC	Admin fee for Quality Council award	60.00
6.2.5	J Hole	Salary and expenses	133.04

£647.24

Since the agenda had been sent out the invoice for the new sign post had been received and it was resolved to pay the invoice for £60.42

6.3 Parish Council Payments received current account:

Item	Payee	Purpose	Amount £
6.3.1	DCC	Locality grant for footpath leaflet	365.00

£365.00

6.4 Balances:

6.4a Parish Council Current Account balance: £3,369.10

6.4b Parish Council Footpath balance (in above current account figure): £1,148.66

6.4c Parish Council Reserve Account balance: £3,386.63

6.5 Financial Statement and Budget Monitor

These were noted.

07/02/17 Matters raised by the Chair

7.1 To consider arrangements for Annual Parish Meeting 9 May
Cllr R Ayre had spoken to the representative from RNLI who was willing to make a presentation at the Annual Parish Meeting. It was agreed to start the meeting at 6.45pm and to ask the speaker to speak for half an hour. **Clerk to put a notice** in The Brooke inviting all parishioners to attend.

08/02/17 Councillor's Reports

- 8.1 To consider any Councillor reports for areas of responsibility
There were none

09/02/17 Clerk's Report

- 9.1 Local Council Award Scheme – to note that the application for the Foundation award has been successful.

A suggested NALC article for inclusion in The Brooke had been circulated to Councillors. It was agreed to put a note in The Brooke explaining about the award and the benefits to the council which included adding weight when making grant applications and discounted insurance premiums.

- 9.2 To ensure compliance with the Transparency Code, minutes of meeting must be published within 4 weeks of the meeting. Therefore, where meetings are more than four weeks apart, minutes will be published on the website, marked as "draft", after circulation to councillors. To consider if all minutes should be published as "draft" on the website as soon as they are available.
The requirement to publish minutes within four weeks of the meeting was noted. It was resolved that all minutes, marked draft, would be published on the website as soon as they were available, after circulation to councillors.

10/02/17 Parish Council

- 10.1 Playing Field

10.1a To consider latest Inspection Report

No issues were identified

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

Cllr A Jones had e-mailed the Clerk to report that the insulation board purchased for the noticeboard was not very suitable as it is very fragile and will eventually perish. He had contacted Turntable, a charity in Exeter who would hopefully be able to supply two 4ft noticeboards. Cllr B Curle reported that Cllr A Jones had installed the insulation board noticeboard and moved the bus timetable to the front of the shelter.

- 10.3 Update from Cllr L Pitts re date and time for litter pick

There was no update

11/02/17 Miscellaneous Correspondence

Report of dog fouling in School Close – **Clerk to request** signs from Dog Warden. Signs to be considered for the start and end of footpaths.

Request to move grit bin in Church Lane to a more accessible position – Councillors considered the request but felt that the bin should remain where it is as it is a safe position to use for the crossroads and the Snow Warden who uses the bin is happy with its position. A bag of grit could be left at the Church if this would be helpful.

The adopted BT kiosk could be an information point or house a defibrillator – suggestions noted.

The owner of a car transporter parked in School Close had put an offensive note in the window screen. It was agreed the **Clerk should contact the police** and the Neighbourhood Housing Officer.

The Clerk had received a copy of the Local Plan Review 2013-2033 and a draft Community Infrastructure Levy Charging Schedule – **Clerk to forward website link to Councillors**

12/02/17 Minor Matters and Items for Future Agenda

The litter bin near the bus shelter had a rotten insert – **Clerk to contact MDDC** and request a new one

- 13/02/17 Date of next meeting: Tuesday 14 March 2017 in the Village Hall at 7.30 pm.**

End of formal business

The meeting closed at 8.35pm