

Shobrooke Parish Council

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

The meeting commenced at 7.30pm

Members Present:

Cllr R Ayre (Chairman)

Cllr C Boulton

Cllr C Furse

Cllr J Ingham

Cllr A Jones

In attendance:

Cllr P Hare-Scott, MDDC (left 8pm), Cllr M Squires, DCC, Fred Harper, Footpath Warden (left 7.50pm), J Hole, Parish Clerk

Business to be Transacted Public Participation

There was none

01/11/17 Apologies

Cllr A Ripper (work), Cllr B Curle (personal), Cllr J Lee (work)

02/11/17 Declaration of Interest

There were none

03/11/17 Minutes of the last meeting held on Tuesday 10 October 2017

Agreed and signed as a true record

04/11/17 Mid Devon District Council

4.1

Planning Applications:

17/01613/FULL - Conversion of mill buildings to form one dwelling, two holiday flats, office, and associated parking at Shobrooke Mill, Shobrooke – no comment

17/11614/LBC - Listed Building Consent for the conversion of mill buildings to form one dwelling, two holiday flats, office, and associated parking at Shobrooke Mill, Shobrooke – no comment

4.2

Planning Decisions:

17/01532/PNHH PN Householder - Prior Notification for the erection of an extension, extending to 6 m to the rear, maximum height of 2.45 m, eaves height of 2.98 m at 26 The Village Shobrooke Crediton Devon EX17 1AU – approval of prior application

4.3

Report from Cllr P Hare-Scott

Work was taking place on the budget and currently £600,000 was required to balance it. The State of the District debate with the Police and Crime Commissioner had gone well. Work was still taking place on the local plan, although building work had started on the new houses on the link road. Cllr M Squires reported that the Creedy Bridge application would probably be going to committee in the New Year.

05/11/17 Road and Footpaths

5.1

Outstanding Road and Footpath issues

Poor road surface by church – waiting for patching. Cllr M Squires confirmed this work was in the system. Cllr J Ingham asked Cllr M Squires about the recent report in the local press stating that £200,000 of funding for pot holes had been secured. Cllr M Squire said that DCC applied for Government funding each year and this money had been approved before the last election. It was hoped that this year's application would also be successful.

5.2 Report from Footpath Warden
 A report had been circulated. The P3 Autumn workshop had taken place in October. The annual path survey had been completed and Fred had walked all 24 footpaths, about 11.23 miles in total. Faults would be reported on two paths: a damaged way marker on path? and on FP 12 the land owner had not left the required field margin of at least 1.5 metres. Planned work included replacing a rotten narrow bridge over a ditch on FP17. An estimate of £140.00 plus VAT had been obtained. Councillors agreed unanimously to proceed with this work. If anyone had any footpath projects they should let Fred know so it can be included in the financial bid for funding due to be submitted in February. It was clarified that the requirement to obtain quotes for work over £250.00/£500.00 did not include VAT. Councillors congratulated Fred on the excellent paths in the parish and noted that walkers from outside the parish regularly visited the parish to walk the paths.

5.3 New issues identified –
 The road surface was poor between near Creedy Court on the road from Shobrooke to Crediton – **Clerk to report**
 Cllr J Lee had e-mailed details of several pot holes – **Clerk to report**
 Cllr C Boulton asked Cllr M Squires if the new highways contractor would send e-mails to snow wardens when the temperature was forecast to drop? Cllr M Squires was not sure but said that up to 5 tonnes of salt could be supplied if required. Cllr R Ayres still had a stock so this was not required at the present time.

06/11/17 Finance

6.1 To approve signatures for this month's cheques
 Cllr C Furse. **Clerk to arrange** to meet Cllr B Curle to get cheques signed.

6.2 Parish Council receipts Current Account: None

6.3 Parish Council payments current account:
 These were agreed as:

Item	Payee	Purpose	Amount £
6.3.1	A Jones	Parts for swing in playground	11.29
6.3.2	More lock Signs Ltd	New sign at Exeter Hill Cross (grant to be claimed)	62.20
6.3.3	John Hill	Grass cutting/weed control at playpark for 2017	700.00
6.3.4	J Hole	Salary and expenses	137.81
			£911.30

6.4 Balances:
 6.4a Parish Council Current Account balance: £2,844.63
 6.4b Parish Council Footpath balance (in above current account figure): -£52.12
 6.4c Parish Council Reserve Account balance: £5,787.86

6.5 Financial Statement and Budget Monitor
 Noted

07/11/17 Councillor's Reports

7.1 To consider any Councillor reports for areas of responsibility

7.1a Notes from Raddon Hills meeting held on 30 October 2017
 The notes from the last meeting had been circulated and Cllr R Ayre gave a brief overview of the meeting. It was agreed that a Raddon Hills website was not required nor was training on code of conduct. There was a proposal for Councillor advocates to act as a liaison between parish councils and the police. Pot holes and the greater Exeter Strategic Plan were also discussed. The next meeting in February would be held in Shobrooke. Councillors agreed to meet the cost of booking the Village Hall.

08/11/17 Clerk's Report

None

09/11/17 Parish Council

9.1 Playing Field

9.1a To consider latest Inspection Report
The latest report had not been received

9.1b To agree grass cutting specification

A draft specification had been circulated. Cllr B Curle had e-mailed some additional points to go in the specification including the size of the park (Cllr R Ayre to measure), whether strimming around the play equipment was required, did cut grass need to be collected, suitability of contractor's machinery and a reference to the 1974 Health & Safety at work Act. **Clerk to redraft** specification including all the above and obtain three quotes.

9.2 Update on new bench by the war memorial

The new bench by the war memorial had been installed and bolted down. **Clerk to ask** Cllr J Lee if he is able to brand the bench as an additional security measure.

9.3 BT Kiosk

Update on maintenance issues

Cllr A Jones advised that spare rivets, clips and glazing frames should be purchased before the existing ones were taken apart and he passed a list of costs to the Clerk. A new "defibrillator" sign should also be considered. **Clerk to put** on agenda for consideration at the next meeting.

9.4 To consider new "Prior to commencement of work" form

This had been circulated and was agreed

9.5 To consider the use of an e-mail list to communicate with Parishioners (note the Brooke is still being produced)

Although help was still required to produce the Brooke, a new edition was currently being worked on. Cllr R Ayre said the Parish Council could consider financial support to the Brooke if required and it was agreed to consider this at the next meeting.

9.6 To note that the TAP application of £1,124.00 for the purchase of a defibrillator has been granted in full. To agree purchase of defibrillator and who will be responsible for checking the defibrillator to enable it to be listed on the 999 systems.

Councillors agreed to set up a rota system to check the defibrillator on a regular basis. **The Clerk would request** permission from BT to use the kiosk for a defibrillator and purchase a defibrillator once the grant money had been received.

10/11/17 Devon County Council

10.1 Report from Cllr M Squires

Cllr M Squires had attended the Highways conference and would send a report shortly. Meg Booth had been appointed as the new Head of Highways and Jo Olsson, the new Head of Childrens Services. Thorverton bridge would be closed for approximately two weeks at the end of November/early December, although pedestrian access would be maintained. The official opening of Thorverton's Hulk Lane as a bridleway would take place on November 25.

11/11/17 Miscellaneous Correspondence

Letter from CPRE requesting Parish Council to join at £36 per year – no action

The "No Parking" sign in School Close had been put in the wrong place and MDDC had been requested to move it to the correct place.

12/1117 Minor Matters and Items for Future Agenda
To consider renewing dog fouling notices

13/11/17 Date of next meeting: Tuesday 12 December 2017 in the Village Hall at 7.30 pm.

End of formal business

The meeting closed at 8.40pm