

# Shobrooke Parish Council

## Minutes of Parish Council meeting held in the Village Hall on Tuesday 12 September 2017

The meeting commenced at 7.30pm

### Members Present:

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

### In attendance:

Fred Harper, Footpath Warden (left 8.40pm), Simon Trafford, MDDC (left 8.20pm), Cllr M Squires, DCC (arrived 8.50pm), J Hole, Parish Clerk

### Public Participation

### Business to be Transacted

#### Public Participation

Simon Trafford, Planning Officer, MDDC will attend the meeting to speak about the planning application detailed in 9.1

Cllr R Ayres welcomed Mr Trafford to the meeting and thanked him for coming. Mr Trafford explained the background to the application; the proposed development site had been in the local plan since 2010, although originally a contingency site, it had now been brought forward early to try and satisfy the need for more houses in the area. Mr Trafford explained the planning committee would judge the application against MDDC plans and at present the application did not meet planning requirements in several areas. For example, the reduction in the number of affordable houses, the lack of pitches for gypsy and travellers, and the lack of employment on site (this has been replaced with a primary school). There was a need for approx. 700 new homes between 2013 and 2033 in the Crediton area. Councillors expressed concerns about the impact on Shobrooke with regard to extra traffic passing through the village. Mr Trafford agreed to raise this issue with DCC and find out if an impact assessment had been carried out. The potential flooding on site would be addressed by retention pools. Improvements were proposed for public transport and cycling. The proposed primary school would be funded by S106 and there was sufficient capacity at the local secondary school. Mr Trafford left the meeting.

### Formal Business

#### 06/09/17 Apologies

Cllr C Boulton (away), Cllr P Hare-Scott (holiday), Cllr M Squires (arriving late)

#### 07/09/17 Declaration of Interest

None

#### 08/09/17 Minutes of the last meeting held on Tuesday 12 July 2017 and 1 September 2017

Add to minutes from 1 September "concerns were expressed about the percentage of affordable houses"

Both minutes were agreed and signed as a true record

#### 09/09/17 Mid Devon District Council

9.1 Planning Applications:  
17/00348/OUT - Residential development of up to 326 dwellings; 8.6 hectares of land made available to facilitate the relocation of Crediton Rugby Club; up to 1.1 hectares of land safeguarded for the delivery of a primary school; access arrangements from A3072 (Exhibition Way); pedestrian and cycle access on to Pounds Hill/Stonewall Cross junction, Old Tiverton Road and Pedlerspool Lane; landscaping and area of public open space; and other associated infrastructure and engineering operations Location: Land at NGR 284185 101165 (Creedy Bridge), Crediton, Devon

The Clerk had circulated a draft response to councillors and this was agreed with minor alterations. **Clerk to amend** and re-circulate ahead of the submission deadline to MDDC on Friday 15.

9.2 Planning Decisions:  
17/00474 - Conversion of redundant engineering workshop to two 3-bedroom holiday cottages at (The Workshop), Shute Cross, Shobrooke, Devon – permission granted

9.3 Report from Cllr P Hare-Scott  
There was no report

**10/09/17 Road and Footpaths**

10.1 Outstanding Road and Footpath issues

Fred Harper gave a brief verbal report. The stone causeway on footpath 15 had been completed. The landowner, at their expense, had arranged for a new ditch to be dug to put in extra drainage. The small bridge was still required and would be left in place. The damaged bridge on footpath 17 would be repaired. A new gate post was required on footpath 8, which DCC would fund and the contractor had been instructed to proceed with this work which included a new handrail. Some of the dog fouling notices had leaked water and needed replacing but the problem of dog mess appeared to be slightly less. An article had appeared in the local press advertising the Shobrooke walks leaflet. Cllr R Ayre thanked Fred for his input.

- 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. The Clerk had checked with DCC and all these sites were on the list for jetting as and when funds are available – remove from list.
- II. Poor road surface by church – waiting for patching
- III. 2 x broken directional signs one at Camps Cross and one at Exeter Cross. The Clerk had applied for a grant from DCC Community Enhancement fund and this had been agreed for £135.00 in total. The Clerk was waiting to hear from DCC as to where finger posts signs should be purchased from.

10.2 New issues identified  
None

**11/09/17 Finance**

11.1 To approve signatures for this month's cheques  
Cllr C Furse and Cllr J Lee

11.2 Parish Council receipts Current Account:

Item	Payee	Purpose	Amount £
11.2.1	DCC	Additional grant for footpaths	200.00
			<b>£200.00</b>

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

Item	Payee	Purpose	Amount £
11.3.1	J Hole	Salary and expenses	308.65

**£308.65**

- 11.4 Balances:  
11.4a Parish Council Current Account balance: £5,437.15  
11.4b Parish Council Footpath balance (in above current account figure): £1,064.38  
11.4c Parish Council Reserve Account balance: £5,787.86
- 11.5 Financial Statement and Budget Monitor  
Noted
- 11.6 To note the successful conclusion of the Annual Return for 2016/17  
The Annual Return had been signed off by the external auditor with no charges incurred.
- 12/09/17 Councillor's Reports**
- 12.1 To consider any Councillor reports for areas of responsibility  
None
- 13/09/17 Clerk's Report**  
None
- 14/09/17 Parish Council**
- 14.1 Playing Field
- 14.1a To consider latest Inspection Report  
The report had not been received. **Clerk to ask** Darren to provide for next meeting.
- 14.1b Update on minor works and to agree location of new sign  
Cllr A Jones had replaced the shackles and the brushes on the swing. He had taken some photos of the wear on the brushes and the **Clerk was asked to forward** these to the inspection company for comment. The tension on the zip wire had been adjusted. Cllr A Jones agreed to position the new sign showing the playing field rules on or near the gate.
- 14.2 To consider applying for a TAP grant to purchase a defibrillator/cabinet. Estimated cost £1,249.00. TAP application deadline is 30 September. Newton St Cyres and Thorverton Parish Councils have been asked to support the application. Cllr M Squires will consider a £250.00 contribution from her locality grant  
It was resolved to apply for a TAP grant. It was noted that there was a requirement to match funding of 10%
- 14.3 To consider the purchase of a replacement bench by the war memorial  
It was resolved that a new bench should be purchased but would need to be fixed in place. Cllr C Furse would check with the church if it was necessary to be able to move the bench in order to trim the grass.
- 14.4 BT Kiosk
- 14.4a Update on maintenance issues.  
Cllr R Ayre had supplied the Perspex which Cllr A Jones would replace in due course.
- 14.4b Update from Community Payback.  
The Clerk had not received a reply. **Clerk to chase**
- 14.5 Update on night time landing site at the playing fields for Devon Air Ambulance Trust following a meeting with DAAT  
Cllr A Ripper had arranged a meeting with DAAT. Deferred to next meeting for Cllr A Ripper to provide update.
- 14.6 Parking on pavement by the bench and Cherry tree in School Close – MDDC will put a sign up – to agree location  
**Clerk to inform MDDC** to place sign near the telegraph pole

- 14.7 To sign a letter to the Clerk re pension scheme  
A standard letter had been circulated and was duly signed by the Chair.
- 14.8 To consider a policy on how contractors are paid – Cllr L Pitts to advise  
Cllr L Pitts advised that the council needed to verify self-employed status for contractors in order to prevent claims at a later date that they were in fact employees. Cllr L Pitts to draw up a declaration for contractors to sign.
- 14.9 To consider an amendment to Standing Orders and Financial regulations regarding minor works – Cllr B Curle to advise  
Cllr B Curle would provide a proposal for the next meeting to add a 9c to standing orders to state that work/services over £250.00 would require two quotes/estimates.
- 14.10 To note that the editor of The Brooke has left the village and to consider options for future parish newsletters.  
It was not clear if a new editor had been found. It was resolved to wait and see if a volunteer came forward.

**15/09/17 Devon County Council**

- 15.1 Report from Cllr M Squires  
Repairs to the bridge at Thorverton were ongoing. Cllr J Lee requested that Cllr M Squires chase up when the road outside the church would be resurfaced.

**16/09/17 Miscellaneous Correspondence**

DALC Annual Report

Aon insurance company reported they would be withdrawing from the parish council market and had passed the business to BHIB Insurance Brokers. **Clerk to confirm** that all conditions would remain the same.

**17/09/17 Minor Matters and Items for Future Agenda**

None

**18/09/17 Date of next meeting: Tuesday 10 October 2017 in the Village Hall at 7.30 pm.**

**End of formal business**

The meeting closed at 9.35pm