

Shobrooke Parish Council

Minutes of the Parish Council meeting held in the Village Hall on Tuesday 14 June 2016

The meeting commenced at 7.30pm

Members Present:

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

In attendance:

Cllr P Hare-Scott (MDDC) (left 8.00pm), 1 member of public, J Hole, Parish Clerk

Business to be Transacted Public Participation

There was no public participation.

Formal Business

1/06/16 Apologies

Cllr C Boulton (at hospital)

2/06/16 Declaration of Interest

None

3/06/16 To consider any nominations for co-opted Councillors

There were no nominations

4/06/16 Minutes of the last meeting held on Tuesday 10 May 2016

Agreed and signed as a true record

5/06/16 Mid Devon District Council

5.1 Planning Applications:

16/00792/HOUSE – erection of a first floor extension and garage at 1 Burrington Drive

Shobrooke EX17 1AU – no comment

Consultation as a neighbouring parish – 16/00825/MFUL - Construction of an anaerobic digestion plant including vehicular access from Down End, provision of infrastructure works to support the plant including creating compensatory flood storage and regrading of land and landscaping and all associated works and development at (Goosealler Marshes), Commonmarsh Lane, Lords Meadow Industrial Estate, Crediton – concern was expressed about the number of anticipated vehicle movements and whether any of these would be at night and the existence or not of designated routes. **Clerk to enquire.**

5.2 Planning Decisions: None

5.3 To note the updated arrangements for TAP funding

The updated arrangements had been circulated. It was noted that Shobrooke was included in the Newton St Cyres and Sandford ward.

6/06/16 Road and Footpaths

- 6.1 Outstanding Road and Footpath issues
- I. Traffic speeding in the village – to note any reports made to clerk as requested in The Brooke
One e-mail had been received from a parishioner expressing concern about speeding through the village and giving details of several instances of speeding. **Clerk to forward to the Police.**
 - II. 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.
 - III. Poor road surface by church – reported to DCC – no update
Clerk to ask Cllr M Squires if any additional pot hole money, as detailed in the local paper, would be spent in Shobrooke
- 6.2 New issues identified
None

7/06/16 Finance

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

- 7.2 Parish Council Payments Current Account:
These were agreed as:

Item	Payee	Purpose	Amount £
7.2.1	Shobrooke Village Hall	Hire of Hall for meetings	72.00
7.2.2	J Hole	Salary and expenses	187.87
			£259.87

- 7.3 Parish Council Payments received:
None
- 7.4 Balances
- 7.4a Parish Council Current Account balance: £6,849.14
- 7.4b Parish Council Footpath balance (in above current account figure): £1,882.46
- 7.4c Parish Council Reserve Account balance: £5,784.88
- 7.5 Financial Statement and Budget Monitor
These were noted
- 7.6 To consider request from PCC to increase the contribution for the upkeep of the war memorial and churchyard from £430.00 to £480.00 per annum with effect for 2016
Cllr J Lee declared a personal interest as a member of the PCC. After discussion it was resolved that as the 2016 budget had already been agreed, it was not possible to pay an additional amount this year. **Clerk to advise** that an addition amount will be considered in next year's budget.

8/06/16 Matters raised by the Chair

- 8.1 To consider if any new councillors should attend new councillor course - cost £25.00
Cllr A Jones would attend the new councillors course on 21 September. **Clerk to book.**
Cllr A Ripper would attend when a suitable date was available. Clerk to advise when additional dates are available.

9/06/16 Councillor's Reports

- 9.1 To consider any Councillor reports for areas of responsibility
Cllr L Pitts reported that she would be contacting the police re neighbourhood watch to advise of the change of contact.

10/06/16 Clerk's Report

- 10.1 To consider if the Council should apply for Foundation Level for the Quality Council Scheme at a cost of £120.00.
The link to the scheme details had been circulated. It was resolved that the Council would apply for the Foundation level. Most of the required documents/procedures were already in place. Cllr L Pitts offered to assist the Clerk with drawing up the required action plan.

11/06/16 Parish Council

11.1 Playing Field

10.1a To consider latest Inspection Report

No new issues had been identified

10.2b To consider any information regarding the possible grant application proposed by the Friends of the Playing Fields re additional playground equipment

Following a request from a playing field representative, a meeting had been held at the playing field to discuss a possible grant application for additional playground equipment including a compost toilet. However, no further information had been received and the grant application deadline had now passed.

11.2 To consider revised complaints procedure – attached.

A revised complaints procedure had been circulated. Cllrs resolved to adopt the policy with the addition that if a complaint is upheld the council will consider making any necessary adjustments to its procedures/policies.

11.3 To note that the Village Hall do not wish to display a copy of the parish footpath map on the village hall and therefore to consider other locations

Other locations were considered including the bus shelter, the pub car park, or outside the allotments. However, it was felt that the village hall was still the best place. **Clerk to ask village hall committee** to re-consider. The map would be left at the hall for the hall committee to view.

11.4 To consider a request from a parishioner to remove the litter bin by the bus shelter as a way to stop dog mess being deposited and preventing flies and smell

The bin was not the property of the council and it could not therefore decide to move it.

Clerk. **Clerk to advice parishioner.**

11.5 Update on arrangements for new bus shelter

It was hoped that the work to the bus shelter could take place in July/August. Jewson had agreed to supply some of the materials free of charge. Cllr B Curle was given permission to spend up to £100.00 for additional materials required without further reference to the council. The Clerk had confirmed with the insurance company and volunteers acting at the request of the council and carrying out "light maintenance work" were covered under the council's insurance. It would be necessary to close the bus shelter for the duration of the works.

11.6 Update on progress of S106 grant application for south fencing at playing fields/update on east fencing

MDDC had advised that a decision should be made by Friday 17 June on whether the S106 grant had been successful. The work to the east fence had still not been completed and there was a concern about the security of the fence and the health and safety implications of an unsecured fence. The contractor had advised that he had been unable to work for a period of time due to injury. It was resolved that the Clerk would inform the contractor that the work must be completed within the next month and if it was not, as a "reasonable period of time" had elapsed for the work to be carried out, the council would consider appointing another company to complete the work and would deduct their charge from the amount due.

12/06/16 Miscellaneous Correspondence

A letter of thanks had been received from the internal auditor

13/06/16 Minor Matters and Items for Future Agenda

MDDC were installing the bollards opposite the entrance to Moor Farm – thanks to Cllr P Hare-Scott for his help in securing this work. There was no update from DCC regarding the trees growing on the wall opposite the pub.

14/06/16 Date of next meeting: Tuesday 12 July in the Village Hall at 7.30 pm.

The meeting closed at 8.40pm