

Shobrooke Parish Council

Minutes of the Parish Council meeting held in the Village Hall on
Tuesday 9 June 2015

The meeting commenced at 7.30pm

Members Present:

Cllr R Ayre (Chairman)
Cllr B Curle

Cllr C Furse
Cllr J Lee

In attendance:

Cllr P Hare-Scott MDDC (left 8 pm)
J Hole Parish Clerk
3 members of the public

**Business to be Transacted
Public Participation**

There was no public participation

Formal Business

1/06/15 Non Attendance

Cllr C Boulton - illness

2/06/15 Declaration of Interest.

Cllr C Furse – 11.2 Allotments, Cllr J Lee – 7.2.1 Grant to Village Hall

3/06/15 Minutes of the last meeting held on Tuesday 12 May 2015

Agreed and signed as a true record

4/06/15 To consider co-options

Lynne Pitt, Richard Steer and Alan Jones were present at the meeting and indicated their willingness to be co-opted. This was unanimously agreed and the Declaration of Acceptance of Office forms were duly signed and all three were welcomed to the Parish Council.

5/06/15 Mid Devon District Council

4.1 Planning Applications:
None

4.2 Planning Decisions:
None

6/06/15 Road and Footpaths

6.1 Outstanding Road and Footpath issues

I. Traffic speeding in the village

Cllr C Furse would contact Bob Wright to discuss

II. Steps opposite Village Hall – The bottom step had now been repaired and the handrail extended.

III. Footpath no 8 – chained gate – reported to Footpath Warden and DCC – Country Matters would supply a new double gate.

IV. Poor road surface on the main road at the junction of Silverway and The Village – reported to DCC – no update

V. Old gate and post in grass near footpath entrance to Church Lane – these had been removed.

- 6.2 Permissive path at allotments
- 6.2a Update on installation of stone chippings/hardcore inbetween the two small gates
Jon Williams had requested that the whole area be dug out at the same time to allow the installation of the water pipe. However, Cllr C Boulton was able to hire a digger but would not have time on the day to dig out more than the Parish Council area. **Clerk to arrange a site meeting** between Darren Fox, Jon Williams and Cllrs J Lee and R Ayre to discuss the way forward. Cllr R Ayre confirmed he was able to supply the chippings for the area inbetween the two small gates.
- 6.2b Update on repair to steps
This had now been completed. A gate post of the kissing gate was rotten and an estimate of £80 plus VAT to replace it had been received. It was resolved to go ahead with the repair. **Clerk to action.** It was noted that these repairs would not come out of the Footpath account as these steps are not part of the P3 scheme.
- 6.2c Update on signs
The Clerk had circulated a draft sign. It was resolved to add "Shobrooke Parish Council" to the top of the sign and to add "at their own risk" **Clerk to confirm with Darren Fox and arrange for sign to be produced.**
- 6.2d New agreement – draft copy attached as a separate file for Cllrs
A draft copy had been circulated. It was resolved to add in a termination clause for the Parish Council of two months. **Clerk to action.**
- 6.3 To consider initial draft suggestion re Footpaths
A draft map supplied by Tom Shelley had been circulated. **Clerk to reply to Tom Shelley** that Councillors were generally in favour of the proposals but would wish to consult further. Cllrs would like to suggest a link between points D & E on the map and enquire how the footpath would exit at point A on the map, near the war memorial where the field is high and steps might be required. It was felt that the exit point would be safer onto Church Lane. **Clerk to put a copy** of the draft proposals in the bus shelter and arrange for a copy to go in the Brooke, if agreed by Tom Shelley.
- 6.4 New issues identified
Pot holes between East Gate and Westacott. Clerk to report

7/06/15 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	Grant towards Village Hall refurbishment	1,000.00
7.2.2	Shobrooke Village Hall	Hire of Village Hall year to 31 March 15	60.00
7.2.3	Information Commissioner	Data Protection registration	35.00
7.2.4	Country Matters	Steps opposite Village Hall/permissive path	180.00
7.2.5	J Hole	Salary and Expenses	186.38
			£1,461.38

Grant towards Village Hall – **Clerk to inform Village Hall** that if the refurbishment work does not go ahead for any reason then the grant is to be returned to the Parish Council as the grant is awarded on condition that the rest of the money has been received and the work goes ahead.

- 7.3 Parish Council receipts:
None
- 7.4 Balances
- 7.4a Parish Council Current Account balance – £4,384.48
- 7.4b Parish Council Footpath balance – £-43.74
- 7.4c Parish Council Reserve Account balance – £7,280.99

It was resolved to increase the footpath balance by £150.00 to make up for the shortfall in the grant received this year from DCC. **Clerk to remove work** for permissive path from footpath account.

- 7.5 Financial Statement and Budget Monitor
These were noted.

8/06/15 Matters raised by the Chair

- 8.1 To agree attendance at presentation evening on 30 June organised by Cllr M Squires
Up to 3 councillors would endeavour to attend.
- 8.2 To agree attendance at Councillor training course on Tuesday 23 June 2015
It was likely that this training would be cancelled due to low numbers. **Clerk to circulate dates and time of DALC courses to new councillors.**

9/06/15 Councillor's Reports

- 9.1 To consider Councillors appointment to the positions of:
Neighbourhood Watch Officer and Crediton Neighbourhood Plan Representative
Cllr R Steer was appointed as Neighbourhood Watch Officer.
Cllr B Curle was appointed as Crediton Neighbourhood Plan Representative.
- 9.2 To consider any Councillor reports
There were no reports

10/06/15 Clerk's Report

No report

11/06/15 Parish Council

- 11.1 Playing Field
11.1a To consider latest Inspection Report
The Clerk had received the latest report which were taking place weekly
11.1b. Update on minor repairs/maintenance – new swing seat, wood around roundabout, removal of dead elm and posting of new notice
The new swing seat had been installed and the new notice had been posted. The wood around the roundabout had been removed and John Hill was strimming around the roundabout. There was no update on the removal of the dead elm.
11.1c. Update on repairs to perimeter fence
Three builders had been asked to provide quotes. It was noted that Section 106 funding could not be used for repairs and maintenance.
- 11.2 Allotments
11.2a To consider latest Inspection Report from Allotment Association
There was no report available
11.2b Update on hedge cutting
Cllrs would inspect the hedge after the meeting.
- 11.3 War Memorial
Update on work scheduled, bench and minor repairs
Cllr B Curle would contact the stone mason to confirm the final layout.
Jewson had supplied free of charge stone slabs and sand for the bench to be installed on. Cllr J Lee was waiting for the builder to arrange an on-site meeting to agree the location of the bench. A quote for a new wooden handrail had been received for £80.
Clerk to find out the cost of a metal handrail.
- 11.4 To consider Electoral Review of Devon
The Clerk informed the meeting that part of the proposal was to change the name for the division covering Shobrooke to "Silverton and Taw" Cllr M Squires was not in favour of this proposal and had proposed "Creedy, Taw and Mid Exe". Councillors resolved to support this proposal. **Clerk to advice.**
- 11.5 Cars parking at junction of Silverway and The Village
A reply from the police stated that they could not deal with visual obstructions or bad parking but only physical obstructions which they have to witness. If registration

numbers of offending cars could be passed to the Clerk for forwarding to the Police they will speak to the registered keeper of the vehicle and provide advice.

11.6 Dog Fouling

The Dog Warden had visited Shobrooke and put up some posters and spray painted the road. She had requested details of anyone who could provide witness statements. Signs stating "no dog fouling" could be provided at a cost of £3.00 each. However it was resolved to ask the Dog Warden to provide additional posters in the first instance.
Clerk to request.

11.7 To review complaints procedure

The DALC complaints procedure had been circulated and it was resolved to adopt this as the Shobrooke Complaints procedure.

11.8 To agree action required re new Transparency code for smaller authorities

Details had been circulated of the information that the Parish Council was required to publish on the website by 1 July. It was resolved to publish all expenditure rather than just expenditure over £100. **Clerk to action.**

12/06/15 Miscellaneous Correspondence

A thank you letter had been received from Daphne Clague, the internal auditor.

13/06/15 Minor Matters and Items for Future Agenda

A children's party had been held at the Playing fields and visitors had parked inconsiderately, having been told by MDDC that there was plenty of parking available.
Clerk to ask Cllr P Hare-Scott about signs stating that parking is for residents only.

14/06/15 Date of next meeting: Annual Parish Council Meeting - Tuesday 14 July 2015 in the Village Hall at 7.30 pm

End of Formal Business

The meeting closed at 9.00pm