

# Shobrooke Parish Council

Minutes of the Shobrooke Parish Council meeting held in the Parish Hall on Tuesday 9 December 2014

The meeting commenced at 7.30pm

## Members Present:

Cllr C Furse (Chairman)  
Cllr R Ayre  
Cllr C Boulton  
Cllr B Curle

Cllr R Dawkins  
Cllr H Evans  
Cllr J Lee

## In attendance:

Cllr P Hare-Scott MDDC (left 8.15pm)  
1 member of the public (left 8.00pm)

J Hole Parish Clerk  
F Letch

## Public Participation

There was no public participation

## Formal Business

### 1/12/14 Apologies

There were no apologies. Cllr P Hare-Scott would need to leave early.

### 2/12/14 Declaration of Interest

Cllr C Furse and Cllr R Dawkins – Item 10.2 Allotments

### 3/12/14 Minutes of the last meeting held on Tuesday 11 November 2014

Agreed and signed as a true record.

### 4/12/14 Mid Devon District Council

4.1 Planning Applications:

None

4.2 Planning Decisions:

None

### 5/12/14 Road and Footpaths

5.1 Outstanding Road and Footpath issues

- i) Traffic speeding in the village – date still to be confirmed re demonstration of speeding equipment
- ii) Footpath 15 (path from river crossing up to Pennycott farm) – letter written to owners
- iii) Pothole near Westacott – reported to DCC – notified as complete on DCC's on-line system and confirmed as complete – take off list.
- iv) Steps opposite Village Hall – wire meshing had been installed. Rotten bottom step to be looked at
- v) Steps on permissive path to allotments – It was unclear whose land the permissive path is on and whether it would continue as a permissive path under the new allotment owners. It was noted that Silverway Partnership had stated that a month's notice would be served in August 2015, such notice to terminate at the same time as notice on the allotments. **Cllr C Furse to look at permissive path agreement.**
- vi) Blocked gullies along Exeter Hill and Raddon Hill – reported to DCC – notified as complete on DCC's on-line system, but not yet verified.
- vii) Footpath 13 (near war memorial) – letter written to owners

- 5.2 New issues identified  
Blocked drains in the main road – Bob King had advised that jetting should take place shortly.  
Cllr B Curle informed the meeting that a parishioner had been attacked by 5 dogs on Footpath 8 and had required medical attention. Cllr J Lee declared a personal interest as a neighbouring landowner to the property with the dogs. The gate to Footpath 8 had been chained up and only restricted access was possible. Clerk to report to **Footpath Officer**.

#### 6/12/14 Finance

- 6.1 To approve signatures for this month's cheques  
Cllr C Furse and Cllr J Lee. It was noted that the request to the bank to change the Clerks details and to add Cllr B Curle as a signatory was still outstanding due to delays with the banks paperwork.
- 6.2 Parish Council payments Current Account:  
These were agreed as:

Item	Payee	Purpose	Amount £
6.2.1	J Hill	Cutting grass and ground maintenance for 2014 season	700.00
6.2.2	J Hole	Salary and Expenses	261.72
			<b>£961.72</b>

It was noted that John Hill was willing to cut the grass for a further year on terms to be agreed. Cllrs were satisfied with his work to date and the **Clerk will ask him to provide a quote for the 2015 season. In addition Clerk to ask Crediton Town Council** how many cuts per year their grass receives and to obtain two further quotes based on this figure in order to show that due process has been applied. It was agreed that the grass cutting contract would be awarded for a four-year period.

- 6.3 Parish Council receipts:

Item	Payer	Purpose	Amount £
6.3.1	HMRC	VAT Refund	704.45
			<b>£704.45</b>

- 6.4 Balances  
6.4.a Parish Council Current Account balance – £1,630.73  
6.4.b Parish Council Reserve Account balance – £7,729.40
- 6.5 Draft budget  
This had been circulated to Cllrs and was duly noted.

#### 7/12/14 Matters raised by the Chair

- 7.1 Update on relocation of salt from School Close/Silver Way  
There was no update to report.

#### 8/12/14 Councillor's Reports

- 8.1 Update on Neighbourhood Watch and Snow Wardens  
Cllr H Evans was waiting to hear from the Police re Neighbourhood Watch. Cllr C Boulton gave verbal details of his qualifications and his personal protective equipment and will provide the Clerk with a copy for the file. Bob King had advised that Snow Wardens training could be updated if required.

#### 9/12/14 Clerk's Report

- 9.1 Website update  
Nothing to report
- 9.2 Clerk's Pay Settlement for 2015 as advised by SLCC  
It was noted that the national pay scales had been revised from 1 January 2015. It was agreed that the Clerks pay would increase from 8.835 to 9.029 per hour, in line with the nationally recommended pay scales, from 1 January 2015.

#### 10/12/14 Parish Council (minuted here but taken after item 3)

- 10.1 Playing Field

10.1a To consider latest Inspection Report

The Clerk had received copies of Inspection Reports from May 2014 to November 2014. Cllr C Boulton had carried out two inspections and had noted several wear and tear items which would need to be monitored. Cllr C Boulton will power wash several items and undertake some repair work. **Clerk to request owner to remove the rocks which had been left in the corner of the field.**

10.2b To agree a schedule of inspection having regard to the information obtained from ROSPA

An e-mail from ROSPA had been circulated to Cllrs which stated that operational inspections could be carried out quarterly, depending on how busy the playground is. After discussion it was agreed to change the inspection period from weekly to fortnightly subject to review in March. **Clerk to contact ROSPA to find out what signs should be on display. Clerk to ask Raddon Hill members** if they have a copy of the British Standards for Playgrounds.

10.2 Allotments

To consider latest Inspection Report from Allotment Association and to receive any updates from correspondence with new owners

No Inspection Report had been received. The Clerk had sent a copy of the allotment agreement to the new owner. Silverway Partners had confirmed that future rent should be paid to the new owners. Clerk to arrange in due course.

10.3 War Memorial

To receive report from site meeting and to consider possible actions required

Following the site meeting a schedule for the work required had been drawn up and quotations invited from three companies. Two quotes had been received to date, one quote being much lower. **Clerk to request the company meet Cllr B Curle at the site to ensure that the quote accurately reflects the work needed and to chase the third company for their quote.**

10.4 To consider whether the wall opposite the Red Lion pub requires remedial work

A parishioner had suggested that work to the wall was required. However, the wall had been inspected by two MDDC engineers in March 2014 and it is minuted that they reported the "wall was safe and stable and no further action was called for". Ownership of the wall was not clear. However, Cllrs were not aware of any changes to the wall since the inspection so no further action was required at this time. **Clerk to advise parishioner.**

10.5 To consider ways of recruiting Parish Councillors for the elections next year

**Clerk to put a note on the website, write an article for the next edition of the Brooke and produce a poster for display around the village.**

#### 11/12/14 Miscellaneous Correspondence

MDDC had notified parishes that with effect from 1 April 2015, copies of planning applications would no longer be supplied. All details and plans would be available to view on line.

MDDC had informed the parish that changes to planning obligations had been announced by the Government which would have significant implications for the use of Section 106 planning obligations. **Clerk to check if any Section 106 funding was available** and if so whether it could be used for the war memorial restoration.

Details had been circulated to Cllrs on the current Consultation on Parish polls

#### 12/12/14 Minor Matters and Items for Future Agenda

None

13/12/14 Date of next meeting: Tuesday 13 January 2015 (Precept meeting) in the Village Hall at 7.30 pm

The meeting closed at 9.10pm