

HITTISLEIGH PARISH COUNCIL

Minutes of the Annual General Meeting of the Parish Council held on Tuesday 31st May 2016 at 7.30 pm in the Village Hall

Present: Cllrs Richard Gard (chairman), Mark Brown, Bernard Curtis, Gill Fisher, Brian Howell, and Cathy Wetherden; Ruth Curtis (clerk & minutes); MDDCllrs Derek Coren & MDDCllr Peter Heal

Apologies: Devon Cllr Nick Way, Cllr Libby Turrell

1. **Election of the Parish Council Chairman** - Cllr Gard was re-elected, proposed by Cllr Howell and Fisher and agreed by all
2. **Election of the Parish Council Vice Chairman** - Cllr Turrell was re-elected, proposed by Cllr Howell and Fisher and agreed by all
3. **Election of the Planning Committee** - Cllrs Brown, Howell and Wetherden were re-elected to the committee. proposed by Cllr Howell and Fisher and agreed by all
4. **Declarations of interest** - none
5. **Minutes of the last meeting held on 29th March 2016** were approved and signed as a true record.

6. **Matters Arising**

6.1 **From the minutes**

• **Highways matters**

Discussion from the annual parish meeting - Phil Hancock (PH) met with Steve Tucker with a view to closer collaboration on the priority of issues within the parish. As funds are incredibly tight, the community will in practice need to do more to prevent further deterioration of our roads. We are about one level above green lanes status.

A velocity lorry can do approx. 180-200 pot holes in a day and costs approx. £2.5K per day. Before the velocity lorry starts work, the pot holes are identified and marked out in yellow. This selection is then further reduced, with the final holes to be filled also marked in white. The decision about which holes to leave at any one stage is made by Highways (DCC). There are at least three men involved - the driver, the man operating the filling process and a man taking pictures of the potholes (before & after)! Surely a better use of already very tight funds would be to allow the lorry to fill all the pot holes in any given stretch?

West Studham - under the banner of self- help, Highways have agreed to supply all materials needed. Next steps are to measure up and give Highways an exact list of materials for them to deliver. Mr Hand, on the opposite side to West Studham, has helped the water collecting on that side to run off better but there is an opportunity to provide a more permanent solution to include some pipework to take water right away and into the field when doing the West Studham work.

Overall, progress is being made with the Highways issues within the parish and we need to keep up the momentum. PH urged councillors to report and encourage others to report potholes (40-41 mm depth gets attended to).

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Cllrs recorded their thanks to PH for time and effort on all these matters.

Drain near the woodlands.co.uk gateway – Cllr Gard had met the workmen trying to rod through the drain here but it was too blocked up. They have put a (temporary) diversion so the water doesn't flow over the road. But the drain will need digging out to unblock it.

Map(s) showing drains throughout the parish – Cllr Gard suggested councillors make a map of their local area, marking up where drains are and also any issues to be attended to. If anyone knows of any online map resources, let the clerk or Cllr Gard know.

Response to Cllr Hart - Clerk to reply to Cllr Hart confirming we'd welcome being added to the self-help scheme for fixing minor pot holes/defects and copying to Victor Gough. The clerk to also make contact with Victor Gough to follow up re: road warden scheme (PH is nominated warden).

- **Broadband update** – Cllr Gard recently had satellite installed via the Devon & Cornwall Get up to Speed voucher offer which is open to anyone with speeds of under 2 meg and now gets 25 meg. MDDCllr Coren reported that the Wild West Airwaves air band (bounced signal) is working well. There is also Airband from Whiddon Down (part of Dartmoor initiative) – Cllr Gard had contacted them and they were only prepared to put in for businesses. 02 will be providing 4G for this area shortly.
- **Phone box** – the map is now in the phone box. Cllrs Brown and Howell kindly volunteered to pressure wash and arrange a repaint. MDDCllr Heal will source the paint (postal services red). It was noted that the new seat is now in place. Councillors discussed the suggestion of including a visitors' book in the phone box.

6.2 **Other matters arising** - none

7. **Accounting & payments**

Councillors discussed the points raised by the external auditor from last year's accounts, noting that the clerk will seek confirmation on the correct way in which to show the represented cheques from the year ending 31 March 2014 in this year's accounts. Regarding the timing of the internal audit, councillors agreed that it was appropriate to respond YES to annual governance statement 6 *subject* to any points being raised by the internal audit. If any points are raised, it was agreed a meeting would be called to address these points and re-approve the accounts as needed. Councillors also resolved to change the date of preparation of the accounts and internal audit as needed for subsequent years in accordance with best practice guidelines (such as JPAG March 2016) and to include a copy of this minute with the annual return for the external auditor as appropriate.

- 7.1 Approval of the annual governance statement for the accounts for the year ending 31 March 2016 and approval of the accounts for the year ending 31 March 2016 – proposed by Cllr Fisher, seconded by Cllr Brown and approved by all.
- 7.2 Approval of Ellen Sibley as internal auditor - proposed by Cllr Brown and Fisher approved by all.
- 7.3 Payment for insurance renewal - approved by all.
- 7.4 Hittisleigh Village Hall meeting room hire – approved by all.

8. **Planning**

8.1 New planning applications

- 15/01850/CLU Certificate of Lawfulness for existing use of building as residential dwelling and associated use of land as residential garden for a period in excess of 10 years – **APPEAL** (APP/Y1138/X/16/3149507). Comments by 1st July. Councillors had no further comments to make.

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- Tellams Yard, Cheriton Bishop, **Removal of Condition 8** (Hours of Use) and **variation of Condition 9** (Limit on Storage) of planning permission 14/00172/FULL for construction of slurry pit, Woodlands, Tellams Yard, Cheriton Bishop, Exeter, EX6 6HH. Councillors discussed the application and agreed the following response: **Hittisleigh Parish Council are aware of residents' concerns that the removal of the conditions will further impact on the quality of life of people living along the delivery and spreading route. The volume of existing business traffic is also of concern and any increase in traffic on the existing road network should be reviewed.**
- 15/01194/MFUL Erection of a solar farm 4.9MW, landscaping and associated infrastructure, access and underground cables, Newton St Cyres – **APPEAL** APP/Y1138/W/16/3147127. Comments 31st May. Councillors had no comments to make.

8.2 Previous planning applications – for information

- 16/00542/HOUSE and 16/00543/LBC, Mill Cottage Erection of two-storey side extension to replace existing single-storey extension and LB consent.
- 16/00501/FULL Barton Farm – Change of Use of agricultural building to accommodation for use with wedding venue (class D1, and D2) and associated works (and listed building consent 16/00502/LBC for internal and external alterations). It was noted this is still to be determined.

9. **Correspondence**

- There was no comments on the correspondence items apart from the revised TAP fund 2016/17 – to be put on the agenda for next time

9.1 New correspondence – none

10.AOB

Tank – the residents at East Church have a military tank and a military 8 wheel break down truck. People are unhappy about a tank being driven through the middle of the village. Councillors agreed to check whether there are conditions on the private use of military vehicles on public roads.

Lorry signs – a few weeks ago there was another stuck lorry (not Pearce's) at Hittisleigh Mill, a foreign driver directed incorrectly by sat nav. Cllr Brown has a contact who can make up signs, and suggested using pictures only. The clerk to follow up with Paul Pearce to confirm we would be interested in getting a sign to put up at this side of Hittisleigh Mill and can approach the landowner – and to see whether he would be interested in doing same on the other side.

The meeting closed at 10.15 pm.