

Minutes for the meeting of Morebath Parish Council
held in the Village Hall, Morebath
on Tuesday 11 November 2014 at 7.30pm

PRESENT

Cllr Andrew Moore (Chairman) Cllr Tony Conway (Vice Chairman)
Cllr Peggy Reed (*) Cllr Colin Rowland Cllr John Wescott

Cllr Ray Stanley - District Council Representative

3 members of the public present

1. Apologies

Cllr Merv Adams, Cllr Jose Chorley, Cllr Polly Colthorpe, PCSO.

2. Declaration of interest

Cllr Peggy Reed 11a,b,c, and 20a (personal interest)

All councillors 21g

3. Dispensation for councillors

- a. For all councillors to discuss the budget under Item 21g
The clerk provided dispensation to all councillors to discuss budget matters 21g.

4. Open Forum

- Jeff Gregory made the following points
 - In the standing orders to be adopted today he would prefer to see a longer time length than 3 minutes for parishioners to speak
 - He noted that no payments are due to HMR&C and wished to ensure that the council did not get fined regarding this matter
 - He noted that neither the Memorial garden, or the Emergency Response matters are on the agenda
 - He questioned why the full agenda was not on the web site, or notice board
 - He was disappointed that the council had not arranged for road salt for parishioners this year

5. Minutes of the meetings held on 09 September 2014

The minutes have been circulated to all councillors prior to the meeting

The council **RESOLVED** to agree and sign the minutes

6. Reports

- a. County Councillor – apologise from Cllr Colthorpe
None
- b. District Councillor – Cllr Ray Stanley
Cllr Stanley rejects the canvassing of opinion regarding the **democracy within MDDC** whereby a faction of MDDC councillors are seeking a return to committee style decision making as opposed to council decision making. MDDC **budgetary constraints** require a further £2.5 million pound savings over the next 5 years. 20 **social houses** are nearing completion, not with a Right to Buy option. The **Solar Farm** at Shillingford has been refused but will be going to appeal.
- c. Police
 - i. Speeding through Morebath
The PCSO has provided a report which has been circulated to councillors.
(JW) requested that the clerk find out the cost of an illuminated speed sign and its mobility within the village.
- d. P3 update
None

7. Standing Orders

- a. Bracketed items completed and copies circulated to councillors
- b. It is **proposed** to accept these standing orders

All councillors have received a copy of standing orders. Following comments in Open Forum a change is made to the time parishioners can speak, from 3 minutes to a maximum of 5 minutes. It was also highlighted that open forum speaking should be brief and to the point.

The Council **RESOLVED** to adopt the Standing orders with the above change regarding time limitation in Open Forum. (all councillors in favour)

8. Freedom of Information

- a. **Vote** to adopt in principle

A specimen form had been circulated to all councillors prior to the meeting.

The council **RESOLVED** to adopt the Freedom of Information format in principle and that the Clerk should complete the form for the next meeting. (all councillors in favour)

9. Risk Assessment

- a. **Vote** to adopt in principle

A specimen Risk Assessment form had been sent to all councillors prior to the meeting.

The council **RESOLVED** to adopt the Risk Assessment in principle and that the Clerk should complete the form for the next meeting. (all councillors in favour)

10. Financial Regulations

- a. **Vote** to adopt circulated copy

Financial Regulation have been sent to all councillors prior to the meeting.

The council **RESOLVED** to adopt the Financial Regulations. (all councillors in favour)

11. Morebath Play Area

- a. Funding for shortfall of £1851

The clerk wrote to Johnathan Guscott in October, as yet there has been no reply

- b. Update from meeting 15 Sept 14 chaired by Stephen Chamberlain

Cllr Wescott provided an update on the meeting of the Play Area Committee

- c. A **proposal** is to be made on working arrangements for the management of the Play Area **vote**

It is **proposed** that the Play Area is managed as a Working Group of the Parish Council, that all income and expenditure is managed by the council, under the control of the Financial Officer, and that the outline agreement in the document forwarded to each councillor is adopted.

The council **RESOLVED** that the above proposal set out under 11c is put to the Play Area Committee for agreement (all councillors in agreement)

The clerk **CONFIRMED** that all expenditure recommended by the working Group would need to be agreed by the council.

12. Village Hall

Cllr Tony Conway provided an update on the Village Hall. The Hall has gained nationally recognised status 1 and 2 regarding cleanliness, access, and health and safety matters. On Friday evening there will be a Craft evening with cheese and wine, flyers have gone out in the Signpost magazine.

13. Update on finger post at Morrell's cross

No further information available

14. Parish Council Transparency

- a. It is **proposed** that all finance reports presented to the Council are, as a matter of course, attached to the minutes and available for public scrutiny **vote required**

The Clerk provided an update on the Transparency requirements for councils with a turnover of less than £25,000.

The council **RESOLVED** that the financial reports (Cash Book, and Income and Expenditure) that are presented to the council are attached to and become part of the minutes, and as such are available for publication. (all councillors in favour)

15. Highways

- a. Fly tipping - Please contact Mid Devon District Council Customer First on 01884 255255 or email customerfirst@middevon.gov.uk or go to MDDC web site on line reporting
This information was provided to all councilors to pass on to parishioners
- b. Mirror for Exebridge
Cllr Reed has this roadside mirror and it is ready to be put up.
- c. To **agree** action regarding the remaining store of road salt **vote required**

It is **proposed** that some of the remaining road salt is distributed from the car park to parishioners, as has been done in previous years

The council **RESOLVED** to adopt the above proposal set out under 15c (all councilors in favour)

16. Exe Valley Potential AONB

- a. Confirmation of reply
The clerk confirmed a reply to MDDC supporting AONB status for the Exe Valley

17. Review of Polling Stations by MDDC

- a. Location and access
In previous years the Village Hall has been used for Election Polling, the council **CONFIRMED** that this is the best place in Morebath for a Polling Station.
- b. Suitability for disabled voters
The council **CONFIRMED** that the village hall has all the necessary requirements in the way of access and suitability for parishioners to vote.

18. Chiltern Cross

- a. A request has been received for a bench at this site.
 - i. To **agree** the purchase of and site for a bench **discuss & vote**

It was **proposed** that no action be taking regarding this matter as the piece of land in question is in Bampton Parish.

The council **RESOLVED** to adopt the proposal set out under 18ai above (all councillors agreed), in that no action is to be taken in this matter.

19. Emergency Plan

- a. To **agree** a process for the formulation of an Emergency Plan **discuss & vote**

It was **proposed** not to make a formal Emergency Plan.

The council **RESOLVED** not to make an Emergency Plan at this time. (all councillors agreed)

20. Morebath church

- a. Request for funding £650 **discuss & vote**
(AM) In previous years the council has provided funding to Morebath Parish Church to assist with maintenance of the graveyard.

It was **proposed** to donate £650 to Morebath Parish Church for churchyard maintenance (prop AM sec TC).

The council **RESOLVED** to donate £650 to Morebath Parish Church to be used for churchyard maintenance (4 in favour 1 abstain)

On the passing of the resolution Cllr Rowland stated that his view was that the council's support of the church should be applied to other groups and associations in Morebath.

21. Finance

(Clerk)

- | | | |
|--|-----------------------|----------------------|
| a. Bank balance to date | Current Acct | £9027.27 |
| | Business Reserve Acct | £3360.71 |
| b. M French (Clerk) Hours to be supplied | £198 | agreed to pay |
| c. Morebath Village Hall | £72 | to pay agreed |

The council **RESOLVED** to make the payments shown above along with the resolution passed in item 20

- d. Cash Book – a copy was circulated at the meeting showing the balance to the bank statement.
- e. Income and Expenditure account – a copy was circulated at the meeting showing projected expenditure to year end.
- f. South West Internal Audit Contract Renewal
A contract renewal letter has been resolved and the clerk is seeking permission to sign the agreement.

The council **RESOLVED** to sign a contract with South West Internal Audit of Totnes for an annual internal audit, and that the clerk was authorised to sign.

- g. Budget 2015/16
 - i. Annual maintenance budget
 - a. Bus shelter
 - b. Car park – weed killer, surface, fencing, lighting
 - ii. Input from councillors

There was some considerable discussion of budgeting and expenditure for the coming year 2015/16. It was highlighted that there are several associations/clubs/events within Morebath parish that are community based/led and of benefit to the parish. Several councillors voiced their approval of donating funds supporting community associations/clubs/events and would like to know if there are specific projects planned that would benefit from financial support.

It was **proposed** that the clerk provide a basic running cost budget for consideration along with balances earmarked for projects within the Parish. It was further **proposed** that consideration be made at the next meeting to provide support to the community where specific projects are involved.

The council **RESOLVED** to adopt the proposal set out above under 21g, ii

- h. Assets
 - i. Valuation process for assets
 - a. It was **proposed** that professional assistance is taken in valuing land owned by the council, and that the value of all other items are written off.

The council **RESOLVED** to adopt the above proposal set out in 21,h,i,a

- b. It was **proposed** that for insurance purposes the full replacement value of assets is provided to the insurer

The council **RESOLVED** to adopt the proposal set out in 21,h,i,b

22. Planning

- a. 14/01048/FULL **Approval of full planning application** - Proposal : Variation of condition (2) of planning permission 11/01929/FULL to allow the substitution of previously approved plans – Location : Somerset Lodge/ Exemead house, Exbridge Devon TA22 9BB

- b. Reference: 14/01527/FULL Full planning application, registered 19/09/2014
Address: The Old Granary Wilsons Farm Exebridge Devon TA22 9BD
Description: Change of use from holiday let to residential use for an agricultural worker
MDDC decision : **Rejected**
- c. Reference: 14/01567/FULL
Address: Velthams, Morebath, Tiverton
Description : Conversion of an extension of existing barn to form a dwelling, and replacement garage (revised scheme)
No comments
- d. Reference: 14/01831/FULL (comments by 24 November
Address: Mulberry Cottage, Moor Farm, Tiverton NGR 295705 124357
Description: Removal of condition (8) of planning permission 01/00587/FULL to allow the use of the building as a separate unit of accommodation
There was **no objection** to this application
- e. Update on issue regarding kennels and field shelter at Loyton Farm
The clerk contact MDDC planning regarding this matter in October but as yet has had no response.
- f. Update on other relevant applications
No other issues

23. Clerks Report

- a. The clerk has responded to communications in conjunction with the Chairman and dealt with day to day business. Minutes have been circulated and action taken as required. Standing Orders and Financial Regulation are now in place and circulated to all. Freedom of Information and Risk assessment are being dealt with and finalised over the coming weeks. Initial figures have been produced for a budget for 2015/16

24. Points of information

25. Date of Next Meeting

- a. Parish Council Meeting Tuesday 13 January 2015 in Village Hall at 7:30pm

..... Cllr Andrew Moore (Chairman)

Dated:- 13 January 2015

(*) Bank Mandate Signature