

# CRUWYS MORCHARD PARISH COUNCIL

Parish Council meeting was held in Cruwys Morchard Parish Hall on  
Thursday 13<sup>th</sup> April 2017 at 8 p.m.

## 1 MEMBERS PRESENT

Mrs S. Smyth (Chairman), Mr. D. Berry, Mr. A. Chave, Mr M. Lake, Mrs J. Mitchell, Cllr P. Colthorpe (District Councillor), Cllr M. Squires (County Councillor)

## 2 APOLOGIES FOR ABSENCE

Mr G. Hall (Family commitments), Mr N. Baker (Family commitments), Mr G. Kingdom (Work commitments)

## 3 NON-ATTENDANCE

None

## 4 MINUTES OF PREVIOUS MEETINGS

The minutes of the meeting held on 9<sup>th</sup> February 2017 had already been circulated prior to the meeting.

**Proposal:** Agreement to the content of the minutes was proposed by Mr. Berry and seconded by Mr. Lake and was unanimously agreed by the meeting and duly signed by the chairman.

## 5 DECLARATION OF INTEREST

None

## 6 MATTERS ARISING

The clerk stated that the time limit on the enforcement notice at Pulsards Farm, Pennymoor had expired on 30<sup>th</sup> March 2017 and that no action had been taken to rectify the problem so she had informed the planning department at Mid Devon DC to take action. Lucy Hodgson (Senior Planning Officer) had called the clerk and explained that the enforcement officer dealing with this case had left, but the remaining officer was looking into the situation and then a decision would be taken as what to do next.

Mr Lake stated that work had begun on the pit in question to fill it in.

## 7 CHARTER BETWEEN MID DEVON DISTRICT COUNCIL AND THE TOWN AND PARISH COUNCILS IN MID DEVON

The clerk had already emailed a copy of the revised Charter between Mid Devon DC and Town and Parish Councils in Mid Devon.

After a discussion, there were no comments on the Charter from the meeting.

## 8 VILLAGE SIGN

The clerk reported that she had received 3 quotes for a Pennymoor village sign and recommended acceptance of the middle quote for £273.30 (includes VAT and P&P) from Jag Signs (Holsworthy) who had provided the best service.

Cllr Squires had submitted the locality fund grant form already completed and the clerk confirmed that the sum of £275.00 had been received.

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**Proposal:** Mr Lake proposed and Mr. Berry seconded acceptance of the Jag Signs quote and the meeting unanimously agreed. The clerk was asked to contact Jag Signs to confirm the order with an invoice to follow once the sign had been delivered.

### 9 DALC SUBSCRIPTION

The clerk stated that she had received an invoice for £105.04 from DALC for the 2017/8 subscription.

**Proposal:** Mr Chave proposed and Mrs Mitchell seconded payment to DALC and the meeting unanimously agreed. A cheque was duly signed by the chairman and clerk.

### 10 ACCOUNTS 2016/7

The clerk had already emailed a copy of the accounts before the meeting.

**Proposal:** Mr Berry proposed and Mrs Mitchell seconded approval of the accounts and the meeting unanimously agreed. The chairman and clerk signed the accounts

### 11 RISK ASSESSMENT

The clerk had already emailed a copy of the Risk Assessment document before the meeting.

**Proposal:** Mr Chave proposed and Mr Lake seconded approval to the Risk Assessment document and the meeting unanimously agreed. The chairman signed the document.

### 12 STATEMENT OF INTERNAL CONTROL

The clerk had already emailed a copy of the Statement of Internal Control document before the meeting.

**Proposal:** Mr Chave proposed and Mr Lake seconded approval to the Statement of Internal Control document and the meeting unanimously agreed. The chairman signed the document.

### 13 CLERK'S SALARY 2016/7

*The clerk gave out details of her salary claim and left the meeting.*

After a lengthy discussion, the following was agreed.

*The clerk returned to the meeting*

**Proposal:** Mr Lake proposed and Mrs Mitchell seconded agreement to increase the clerk's hours to 3.5 hours pw giving an annual salary payment for year 2016/7 of £1854.98 (£2,270.30 plus £38.68 (expenses) less £454.00 (Income Tax)) the meeting unanimously agreed. Cheques were duly drawn and signed for the clerk and HMRC.

### 14 DEFIBRILLATOR

Mrs Smyth stated that the Defibrillator and case had now been positioned behind the Mount Pleasant Inn, Nomansland and local residents have been informed of its existence. A training session had already taken place and another one was being organised for local parishioners. The clerk will receive a reminder every 2 years to renew the pads.

Mrs Smyth wished to pass on her grateful thanks to Cllr Squires for agreeing to the grant towards the cost of the defibrillator. It is hoped that in time another one could be made available in the Pennymoor area.

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**15 HIGHWAY PROBLEMS**

The following highway problems were reported:

- Potholes along Cotton Lane, Way Village
- Potholes between Little Heath and Robins Cross
- Pothole between Greenland Head and Forke Farm
- The road between Nomansland and Looseland Cross is in need of repair/resurfacing.

Meeting closed 9:00 p.m.

Signed (Chairman)..... Date.....