

Shobrooke Parish Council

Minutes of the Parish Council meeting held in the Village Hall on Tuesday 11 July 2017

The meeting commenced at 7.30pm

Members Present:

Cllr C Furse (Chairman)	Cllr A Jones
Cllr C Boulton	Cllr J Lee
Cllr B Curle	Cllr L Pitts
Cllr J Ingham	

In attendance:

Justin Sharpes, South West Ambulance Service (left 8pm), Fred Harper, Footpath Warden (left 8.30 pm), Cllr P Hare-Scott, MDDC (left 8.05pm), J Hole, Parish Clerk

Public Participation

Justin Sharples, Assistant Community Responder Officer for South Western Ambulance Service (SWAS) NHS Foundation Trust gave a presentation on defibrillators and their use.

A defibrillator listed on the 999 system must be checked on a regular basis and the emergency service would recommend use within a 200-meter radius of the emergency call. There are different types of defibrillator (fully automatic vs semi-automatic) and the ambulance service will list either. All provide voice prompts and will not move on to the next stage unless the commands have been followed correctly. Users do not need to have received specific training, although awareness training is beneficial. Prices for defibrillators range from £1,000.00 up to £1,800.00 plus about £350.00 for a storage cabinet. The cabinet is important to keep the defibrillator at the right temperature and electricity is required to the cabinet, but not the defibrillator, which has its own battery. The cabinet allows the defibrillator to be stored outside if required. Ongoing costs include replacement pads which range in price from £30.00 to £90.00 and a replacement battery, which has a life span of 3-5 years and costs between £150.00 to £200.00. 24-hour access in an unlocked cabinet is preferred but the 999 system will list locked cabinets with a code which can be passed on by the emergency operator. Cases of vandalism and misuse are rare. SWAS is keen to increase the number of defibrillators in the community as CPR combined with a defibrillator will increase the chances of surviving a heart attack if they are used in the first few minutes. When considering where to place a defibrillator, SWAS take into account footfall (how many people in the area), how rural the area is and how active the area is. Justin agreed to provide the Clerk with further information. Cllr C Furse thanked Justin for this attendance.

Formal Business

- 01/07/17 Apologies**
Cllr M Squires, DCC (at Thorverton PC meeting)
- 02/07/17 Declaration of Interest**
None
- 03/07/17 Minutes of the last meeting held on Tuesday 13 June 2017**
Agreed and signed as a true record
- 04/07/17 Mid Devon District Council**
4.1 Planning Applications: None
4.2 Planning Decisions:

17/00474 - Conversion of redundant engineering workshop to two 3-bedroom holiday cottages at (The Workshop), Shute Cross, Shobrooke, Devon – permission granted

4.3 Report from Cllr P Hare-Scott

MDDC's audit had been completed with no problems identified and the results would be announced on Monday. Cullompton were applying for garden village status. A special meeting would be held in March re the local plan and J27

05/07/17 Road and Footpaths

5.1 Outstanding Road and Footpath issues

I. Blocked drains at Exeter Hill/ Exeter Hill Cross towards Shobrooke, Raddon Top to West Raddon, road by Rew Cross, Efford, outside Setters and Church lane - reported to DCC.

Clerk to ask if this work is on the list to be done

II. Poor road surface by church – waiting for patching. Cllr M Squires had inspected recently with Stephen Tucker, Neighbourhood Highways Manager, and this work was on the list to be patched, although timescale was not known.

III. Broken directional signs – estimate of £75.00 for cost of replacing lettering at Camps Cross and Exeter Cross – waiting for measurements. Cllr J Lee had provided the measurements to **the Clerk, who would obtain an estimate.**

5.2 To consider proposal from Footpath Warden

A proposal from Fred Harper, Footpath Warden had been circulated. This was to create a raised causeway over approx. 30 meters of FP15 to improve access during the winter period when it frequently become flooded. The owners had given permission for the work to be carried out and a quote had been secured from a local contractor. The proposal had been discussed with, Ros Davies, DCC, Parish Paths Partnership Co-ordinator and also DCC public rights of way warden and both were supportive. They had stated that it was not necessary to get more than one quote as the job was “smallish” and we would be unlikely to find a cheaper contractor, who was local, had the necessary experience and was acceptable to the landowner. If agreed, ideally the work could be carried out over the summer period. The cost of the work would reduce the footpath budget to approximately £32.00 (once VAT had been reclaimed) and Fred had spoken to Ros Davies who had agreed to give an additional grant of £200.00.

A debate followed. Several councillors stated as the contractor was related to Cllr R Ayre (his nephew) a second quote should be obtained to demonstrate transparency in the process of awarding contracts. It was important to consider how parishioners may perceive the awarding of a contract, on a single quote, to a relative of the chairman's. The quote would use up nearly all the footpath budget so could be considered large in this context. The fact that DCC employees had stated that there was no need to obtain more than one quote, should not influence the business of the parish council and its need to be transparent.

It was noted that getting a second quote would delay the process and it was not clear what company would be able to provide a second quote and who would meet them on site to explain the work required, as the footpath warden was not willing to meet another contractor. Also, the landowners may not be happy with a different contractor. Several councillors stated that it should be possible to find another contractor capable of carrying out the work and knowing the land owner was not a consideration when awarding a contract. Some councillors were not clear that this work was the best use of parish funds and if the work represented value for money and these concerns were not addressed. Cllr J Lee stated that the footpath warden should have been asked to obtain two quotes at the last meeting when the proposal was first discussed. He therefore proposed and was seconded by Cllr C Boulton that the quote be accepted. Three councillors were in favour and three were against. The proposal was carried

by the Chair's casing vote. **The Clerk would ask** the contractor to carry out the work as soon as possible.

- 5.3 Update from Cllr L Pitts regarding posting of dog fouling signs
Cllr L Pitts had posted signs on footpath 15 as follows: 2 near Holy well, 1 at the allotment entrance, 2 at the sewage works, 2 at the entrance to Hansants field and 2 at the point where FP 15 and 16 meets. One sign had also been posted at the start of FP 12, opposite Church Lane. The Clerk had supplied further signs and Cllr L Pitts would post these on other footpaths.
Clerk to inform MDDC where the signs had been posted

06/07/17 Finance

- 6.1 To approve signatures for this month's cheques
Cllr C Furse and Cllr J Lee
- 6.2 Parish Council receipts current Account: None
- 6.3 Parish Council payments current account
These were agreed as:

Item	Payee	Purpose	Amount £
6.2.1	RNLI	Donation re attendance at APM (S137)	25.00
6.2.2	Ayre Contractors	Installation of kissing gate at Shobrooke Path*	205.20
6.2.3	J Hole	Salary and expenses	140.38
			£370.58

*From Footpath balance

- 6.4 Balances:
6.4a Parish Council Current Account balance: £6,025.80
6.4b Parish Council Footpath balance (in above current account figure): £864.38
6.4c Parish Council Reserve Account balance: £5,787.36
- 6.5 Financial Statement and Budget Monitor
Noted

07/07/17 Councillor's Reports

- 7.1 To consider any Councillor reports for areas of responsibility
Cllr A Jones informed council that he was checking the regulations on how cars could be stored/moved when on transporters.

08/07/17 Clerk's Report

- 8.1 Report from training course on "Data Protection/protecting ICT systems from cyber-attacks"
This had concentrated on the new Data Protection laws coming into effect in April 2018
- 8.2 To note the Clerks holiday Friday 28 July to 4 August 2017
Noted

09/07/17 Parish Council

- 9.1 Playing Field
9.1a To consider latest Inspection Report
The latest report had not been received
- 9.1b Update on minor works
Cllr A Jones had reported to Darren Fox that the zip wire tension spring was broken. This appeared to have been repaired. It was resolved that Cllr A Jones would purchase some D-shackles for the swing.
- 9.1c To note response from insurance company regarding posting a sign. To consider two quotes received for sign
The Clerk had e-mailed details of the proposed sign to the insurance company to ask if the sign met their requirements. Their reply had not answered this question and it was thought

unlikely that a definite reply would be received. Two quotes for the sign had been circulated, both were a similar price and included a post to fix the sign to. It was agreed to purchase the post separately and Cllr A Jones agreed to do this. It was agreed to change the colour to green lettering on a white background. **Clerk to ask for amended quotes** and purchase the cheapest one as long as the total cost was less than £100.00. Once the sign was purchased, the exact location would be agreed.

9.2 To consider the purchase of a defibrillator, following the information received earlier in the meeting. If agreed to purchase a defibrillator to consider applying for grants such as DCC locality or TAP

Councillors agreed that more information, such as prices, BT requirements etc, was required before deciding whether to buy a defibrillator or not. **Clerk to ask Cllr M Squires** if she would consider funding the whole amount from her DCC locality grant.

9.3 To note that the bench by the war memorial has been stolen – to consider any action. A police report has been made and an article has appeared in the local newspaper

It was noted that the insurance excess was £125.00 so it was considered not worth making a claim. It was agreed that the bench should be replaced, with additional security measures added, such as possible branding with SBPC, or with the legs concreted. **Clerk to find out** prices for next meeting. It was noted that the bench in the bus shelter had been secured to the wall.

9.4 BT Kiosk

9.4a Update on maintenance issues.

Cllr R Ayre had yet to supply the Perspex

9.4b Update from Community Payback.

The Clerk had e-mailed to find out if the kiosk could be painted as part of this scheme but had not received a reply yet.

9.4c To note a new suggestion for use of the kiosk as an Exchange & Mart for selling local items

The Clerk reported another suggestion had been received to use the kiosk as an honesty shop for essential groceries. Councillors noted that it may be possible to combine a defibrillator with a noticeboard for selling local items. Decision deferred until further information on a defibrillator has been considered.

9.5 To consider if further enquiries should be made for a night time landing site at the playing fields for Devon Air Ambulance Trust

The Clerk reported that a landing site needed to be at least 50m x 50m, with a nearby power source for lighting. If this was not on site then a 10m high column with a set of 2 LED panel lights could be installed. Tall trees or power lines within the site might be a hazard. **It was resolved that the Clerk** should contact DAAT to arrange a site survey to find out if the site was suitable and if so, likely costs.

9.6 Parking on pavement by the bench and Cherry tree in School Close – to consider any action
Cllr A Jones reported that vehicles were parking on the new pavement opposite numbers 6,7,8 and 9 School Close. Cllr C Boulton noted that MDDC had refused to post a sign about parking in front of the garages by the playpark, as they would not be able to enforce it. Also, the no parking sign on the playing field gate did not appear to work as vehicles still parked there. **It was agreed that the Clerk should ask for Cllr P Hare-Scott to find out if a sign could be posted.**

10/07/17 **Devon County Council**

10.1 Report from Cllr M Squires

There was no report

11/07/17 Miscellaneous Correspondence

None

12/07/17 Minor Matters and Items for Future Agenda

To consider a policy on how contractors are paid

To consider an amendment to Standing Orders and Financial regulations regarding minor works.

13/07/17 Date of next meeting: unless required in August for planning, the next meeting will be Tuesday 12 September 2017 in the Village Hall at 7.30 pm.

End of formal business

The meeting closed at 9.30pm