

**Minutes of the Ordinary meeting of ALL SAINTS PARISH COUNCIL
of Monday 19th March 2018 at All Saints Village Hall, All Saints, held at 7.00pm
(this meeting having been reconvened after cancellation of meeting on 6th March 2018)**

Present:

Cllrs. Forbes (Chair), Hubbard and Nixon. Clerk, Paul Hayward
5 members of the public. Incl. Hon. Footpath Warden, Libby Dibble

Fire regulations and precautions:

Fire Regulations and emergency exits highlighted to those in attendance

Police Report:

This report had been dealt with at the previous Annual Parish Meeting.
Police representative unable to attend due to shift working patterns.

County Councillor Report:

This report had been dealt with at the previous Annual Parish Meeting.

District Councillor Report:

This report had been dealt with at the previous Annual Parish Meeting.

Other Reports:

P3:

This report had been dealt with at the previous Annual Parish Meeting.

Tree Warden:

This report had been dealt with at the previous Annual Parish Meeting.

Webmaster:

This report had been dealt with at the previous Annual Parish Meeting.

Neighbourhood Watch:

This report had been dealt with at the previous Annual Parish Meeting.

Public Forum:

No questions / representations raised.

2018/14

Apologies Received:

Cllr. Speed. Reason for absence noted and approved.

Cllr. Hall (DCC) Cllr. Diviani (EDDC) Police representative.

Dave Wicken (Webmaster), Kevin Feeney (Tree Warden)

2018/15

Declarations of Notifiable Interests:

None declared at this point.

2018/16

Minutes of previous meetings:

i) Minutes of the Ordinary meeting Tuesday 23rd January 2018

Approval of minutes proposed by Cllr. Hubbard, seconded by Cllr. Nixon

ii) Minutes of the Planning meeting Friday 23rd February 2018

Approval of minutes proposed by Cllr. Hubbard, seconded by Cllr. Nixon

Both approved unanimously. Signed by Chairman as a true record of proceedings.

No matters arising from either minutes.

2018/17

To consider the Casual Vacancy arising from the resignation of former Cllr. Doreen Bale.

i) As no election had been called by electors in the parish, the Council was permitted to fill the vacancy by way of co-option. At the deadline for nominations, only one had been received - Andrew Neil Lightfoot - and it was therefore proposed by Cllr. Nixon and duly seconded by Cllr. Hubbard that he be co-opted as a member of Council. Resolved unan. Cllr. Lightfoot signed the Declaration of Acceptance of Office and took his place at Council.

Clerk: Please provide Cllr. Lightfoot with a copy of the blank Register of Interests form for his completion and return. Please book a place for him on next New Councillor training course on 26th June 2018. Please update websites and noticeboards accordingly.

ii) Clerk notified Council that an extraordinary meeting had been arranged for Friday 13th April 2018 at 7.00pm to consider the bestowment of the title of Freewoman of the Parish onto Doreen Bale in recognition of her exceptional and esteemed service to the parish over the past 28 years.

2018/18

Chairmans Announcements:

None made.

2018/19

Planning Matters:

a) To consider planning applications received.

None received prior to agenda publication.

b) To consider planning applications received after publication of agenda.

None received however the applicant for 18/0502/VAR (Undercleave Farm) asked to speak in support of the application. Clerk advised Council that he was not aware of any such application having not received notification from EDDC planning dept.

Cllr. Lightfoot was able to call up online details and after consideration, and in light of Council's earlier support for the previous application (on which a slight variation is sought) It was proposed by Chair, seconded by Cllr. Lightfoot, that Council supported the variation with the condition reiterated that Council wished to see the annexe maintained as part of the main dwelling and not to be sold or disposed of separately in the future.

Clerk: please note and notify EDDC planning accordingly.

Please also investigate why the application was not notified to Cllrs. beforehand.

c) To consider minor amendments. None.

d) To consider Tree Matters. None.

e) Determinations

None received.

* denotes where decision was contrary to Councils views / recommendations.

f) Enforcement Matters

Clerk updated Council as to situation with Fourways and The Old Chalk Pit developments. After discussion, it was agreed that another letter to EDDC would serve no purpose given the nature of, and responses to, previous correspondence in respect of the Churchill issue.

g) Planning Correspondence received.

None received.

2018/20

Financial Matters:

a) to receive current monthly cashbook / bank reconciliation / budget monitor

Financial documents as per agenda previously circulated to members.
Approval proposed by Cllr. Hubbard, seconded Chair. Approved unan.

Clerk: please publish these documents on the Council's website as per legislation.

b) to consider and, if thought fit, approve accounts for payment.

Council received Summary of Accounts payable.
Approval proposed by Chair, seconded Cllr. Nixon. Approved unan.

c) To consider matters of expenditure authorised under Chairmans delegated powers.

None advised.

d) To consider re-appointment of Chris Tipping as Internal Auditor

It was proposed by Cllr. Nixon, seconded by Cllr. Hubbard, that Mr. Tipping be re-appointed as Council's Internal Auditor. Resolved unanimously.

Clerk: please notify Chris Tipping formally.

e) To consider Council's Risk Assessment and Internal Financial Control Review

These reports had been previously circulated and considered by Councillors.
No amendments were recommended. Acceptance and approval was proposed by Cllr. Nixon and seconded by Cllr. Hubbard. Resolved unanimously.

Clerk: please note and submit these to Internal Auditor as part of Annual Return process.

f) To consider Grant of Benefit to Light Up Axminster (LUA)

Council had purchased a quantity of Christmas Lights and electrical connectors by way of a Grant from the Parishes Together Fund on behalf of Axminster, Chardstock and All Saints councils. The items had been passed to LUA but it was felt that the Council did not wish to take on the asset liability and maintenance of these items given that they would be almost exclusively used in Axminster and thus it was proposed to make this grant of benefit to the recipient organisation so that the value and details would not appear on Council's Asset register nor be formally included in Council's Register of Assets for insurance purposes. Proposed Cllr. Nixon, seconded Cllr. Hubbard. Resolved unanimously.

Clerk: please note and notify LUA accordingly. Details of this grant to be provided to the External Auditor at year end to explain the variance in asset values against published expenditure.

g) To consider Parishes Together projects for 2018/19

Clerk outlined a possible cooperative project to provide Speed Indicator devices in conjunction with Axminster, Chardstock and, possibly, Tatworth PC in Somerset. Councillors did question the overall effectiveness of these units and the Chair put the matter to a public vote of those in attendance. In favour of exploring options, 6; against the project, 3. It was therefore agreed to ask Clerk to make further enquiries and report back to Council with a costed report after consultation with DCC Highways Officers.

Clerk: please note and report back after your discussions / factfinding.

2018/21

Business to be conducted:

a) To consider proposed lease of land at Corner School Lane / Goldsmiths Lane

i) Clerk updated Council as to present status of project.

Chair outlined his thoughts that the proposal from Axminster FC Youth Squad was a good option for the parish in terms of minimising maintenance costs in the future.

Cllr. Nixon reported that the nascent "steering group" had met and published an initial draft of a Governance / Management Policy.

Cllr. Lightfoot stressed that, regardless of agreements with external partners, the field was taken on a parish amenity, paid for by local taxpayers, and that as such, the needs and wishes of local residents must be considered first and foremost.

It was suggested that Chair, and Clerk meet with the football club to try and clarify and fine-tune the proposals so that everyone benefited from any proposed arrangement.

Clerk: please liaise with all parties to arrange a mutually convenient date for this meeting.

ii) Clerk reported that negotiations were still ongoing as a result of Councils instructions.

Clerk: please note & add to May ORD agenda for further consideration

Clerk: please chase the solicitors on both sides to stress the urgency of the matter.

b) To consider publication of a Parish Information Pack (PIP): update on production

Clerk advised that a large number of "drone" aerial photos had been purchased from the photographer at the agreed price of £45 and that these would form a montage on the front of the new PIP. The rear sleeve would contain AED / Defib. guidance.

The inner sleeves would be blank but would hold the regularly updated and distributed Parish Information Sheets and Parish Council Newsletters.

Clerk: please note and arrange for printing of booklets as previously resolved.

It was suggested by the public that volunteers could be sought to deliver the booklets together with the finalised NHP survey report to reduce postage / delivery costs.

Chair thanked those who volunteered and said Clerk would be in touch with delivery schedule / maps etc.

c) To consider purchase of flag for permanent use at Village Hall.

It was agreed unanimously to place this matter into abeyance for a later date.

Clerk: please note and remove from Parish Plan.

d) To consider Parish arrangements for 2018 Armistice centenary commemoration.

It was confirmed that there would be a church service at 11am on Sunday 11th November at the parish church with maroons being fired at around 10.50am in the church grounds followed by a 2 minute silence. In the evening, a beacon would be lit at 7pm and the church bell would be rung. A supper at the village hall is also being arranged. All these events are independent of the others and aim to complement, not compete for, village attendance. Chairman advised that he would be happy to make a contribution from his Chairman's allowance towards any nominal costs of advertising, printing etc.

Libby and Jane Pollard have offered to liaise with Council over coming months to help facilitate and organise the events in conjunction with other parties and organisations.

Clerk: please note and add to every ORD agenda until further notice.

e) To consider arrangements for Parish and District Elections May 2019

By unanimous agreement, this matter was deferred until May.

Clerk: please note and add to May agenda.

f) To consider future parish maintenance (hedge and verge) arrangements.

By unanimous agreement, this matter was deferred until May.

Clerk: please note and add to May agenda.

g) To consider membership of CPRE at a cost of £36 per annum.

By unanimous agreement, this matter was deferred until May.

Clerk: please note and add to May agenda.

2018/22**Highways Matters:**

- i) Clerk updated Council as to recent correspondence and confirmed that following the retirement of Brian Hoare, All Saints parish is currently without a DCC Highways Officer until such time as a new replacement is arranged at County Hall.
- ii) The three "hot spots" which justified attention under the pothole action fund scheme had been advised to DCC and it was hoped that they would be dealt with shortly. The A358 works were well underway to replace the defective road surface with one better suited to the volume and type of traffic although Clerk advised that correspondence had been received which stressed concern that the works did not cover a large enough area ie. that the section adjacent to "Buffers" and South Common Lane juncn. was omitted.

Clerk: please liaise with DCC and Cllr. Hall to enquire as to when replacement officer will be in post.

Cllr. Nixon advised that the recent sever weather had both significantly damaged the existing road surfaces in and around the parish, but had also prevented the repairs of minor defects by the Council's "pothole posse". Council has the training, the materials and the equipment & tools to do the job but is often hampered by DCC's own regulations. Cllr. Nixon stated that a few extra volunteers from the parish would be welcomed to assist the Council in dealing with the majority of the smaller defects on the parish roads.

2018/23**Neighbourhood Plan Survey; update**

Clerk reported that data analysis was complete and he had circulated a draft copy of the final report to all members. It just required proof-reading and checks on the mathematical figures for veracity and then could be published with the PIP (see above 2018/21b)

2018/24**Matters considered as urgent by presiding Chairman:**

- i) Council had been asked to provide a waste bin at the lay-by by the A358 / Waggs Plot bus stop. Clerk had provided costs for 3 models which had been circulated to members. In light of the lateness of the hour, the matter was deferred until May's meeting.
- ii) After the recent snow and ice, Council has been asked to provide a grit bin / store at Colston Cross; a resident has offered part of their land for the sitment at no charge. Clerk had circulated costs for a suitable large volume bin; DCC having confirmed that they will not pay for any additional bins hereonin. In light of the threat of repeated bad weather it was proposed by Cllr. Lightfoot, seconded by Cllr. Hubbard, that Council purchase a bin as quoted and arrange for the siting at the proposed location, subject to written consent of the landowner beforehand. Resolved unanimously.

Clerk: please note and action accordingly. Grit store to be filled from parish stocks.

2018/25**Correspondence received, not already circulated.**

None advised.

2018/26**Date and time of next meeting**

Tuesday 1st May 2018 at 7.30pm, preceded by Annual Meeting of Council at 7.00pm

Final Public Forum

No representations or questions raised.

With no further business to discuss, the meeting closed at 8.30pm

Signed: _____ Chairman

Date: _____