

**Minutes of the Ordinary meeting of ALL SAINTS PARISH COUNCIL
of Tuesday 5th September 2017 at All Saints Village Hall, All Saints, held at 7.30pm**

Present:

Cllrs. Speed (Acting Chair), Bale, Hubbard and Nixon & Clerk.
7 members of the public. (8 after 8pm)

Fire regulations and precautions:

Fire Regulations and emergency exits highlighted to those in attendance

Police Report:

Emailed Police report for August 2017 received.
Police representative unable to attend due to shift working patterns.
0 reported crime in August.

County Councillor Report:

Cllr. Hall highlighted concerns following DCC Health Scrutiny Committee meeting on 25/7.
Cllr. Hall was unable to attend meeting due to conflicting appointments.

District Councillor Report:

Cllr. Diviani was not present and had not sent a report.

Other Reports:

- 1) P3: FP56 was scheduled for strimming. BW upto Beacon from Holly Farm also. Owner of land below Ridgeway Car Park had been contacted re: hedge maintenance.
 - 2) Trees: No report provided.
 - 3) Website: DW sent email update that website was fully uptodate as directed. All sections of website are uptodate with regards to Annual Return / Audit Conclusion
 - 4) School Liaison: No report provided.
 - 6) N/H Watch. Nothing to report.
- Police vehicles have been observed patrolling the parish on two occasions.

Public Forum:

Matter of Footpath by Old Shippon, Frogwell Lane raised by parishioner.
Michael Shaw thank Council for improvements to Parish Noticeboard at Village Hall.

2017/561

1) Apologies Received:

Cllr. Forbes, Cllr. Hall (DCC) Cllr. Diviani (EDDC) Police representative, Dave Wicken, Kevin Feeney, David Baker, Rosemary Bamberger, Amanda Dunkley

2017/562

2) Declarations of Notifiable Interests:

None declared at this point.

2017/563

3) Minutes of previous meetings:

a) Minutes of the Ordinary meeting Tuesday 4th July 2017

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

Agreed unanimously. Signed by Acting Chairman as a true record of proceedings.

No matters arising raised by Acting Chairman or members.

2017/564

4) Chairmans Announcements:

None.

2017/565

5) Financial Matters:

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

Financial documents as per agenda previously circulated to members.

Clerk also reported that External Auditors had issued an unqualified assurance to Council and that the Internal Auditor had also provided an Interim Internal Audit which gave the Council a clean bill of financial health. Thanks were given to Internal Auditor for his work.

Approval proposed by Cllr. Nixon, seconded Cllr. Hubbard. Approved 4/0

Clerk: please publish both of 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 Cllr. Speed, seconded Nixon. Approved 4/0

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

None.

d) To consider status of current Grant Applications

i) Parishes Together Night Landing Project. Moving forwards with Axminster & Chardstock. Clerk reported that Axminster had resolved to release a further £200 from their allocation to contribute towards planning application fees for the two smaller authorities involved.

e) To consider timetable for 2018/19 budget & precept considerations

After discussion, it was agreed that a working party would meet in October to begin preliminary discussions and information gathering, for referral to full council in November.

Clerk: please note and make necessary arrangements for this working party to meet.

f) To consider virement of £500 from reserves into nominated Election Fund

Clerk outlined recommendations from the Internal Auditor.

It was proposed by Cllr. Nixon and seconded by Cllr. Hubbard that £500 be earmarked into an Election Fund from the 17/18 budget and that any future budget allocations be vired into that reserve fund until such time as expenditure becomes necessary. 4/0. So resolved

Clerk: please note and make necessary amendments to the Council's cashbook records.

2017/566**6) Planning Matters:****a) To consider planning applications received.**

17/1617/FUL. Axe Farm, Wadbrook. Constr. Slurry Lagoon

*Council supported the application unanimously and noted that Environment Agency would be heavily involved in both design, construction and safeguarding of the facility.***Clerk: please submit comments to EDDC Planning within timeframe permitted.****b) To consider planning applications received after publication of agenda.**

None.

c) To consider minor amendments.

None.

d) To consider Tree Matters.

None.

e) Determinations

As per agenda listed.

It was noted that EDDC planning approval had been granted for 17/0573/FUL (see below)

f) Enforcement Matters

None

g) Planning Correspondence received.*Correspondence from Mr. Frampton re: Site of former Chalk Pit, Churchill. 17/0573/FUL**Chair and members agreed that Mr Frampton be permitted to make a representation to Council outside of the usual Public Forum.**After considerable discussion, Council lamented the fact that their views and concerns had not been taken into account and sympathised with Mr. Frampton that his only recourse, to the purported environmental issues he raised, appeared to be via the Civil Courts.**Mr Frampton stated that he would take this matter further and write to Neil Parish MP.**and the Environment Agency. Mr. Frampton left the meeting at this point.***2017/567****7) Business to be conducted:****a) To consider current status of Cricket Field as a parish amenity**

Clerk reported to members that the Council had been offered the opportunity by the land owner, the Diocese of Salisbury, to take on a 10 year lease of the land, together with the use of the Pavilion building which correspondence implied reverted to Diocese upon cessation of the former lease with All Saints Cricket Club.

Clerk also reported that 8 responses had been received from parishioners supporting the use of this land by the Parish Council for the purposes of providing recreational amenity.

Clerk also outlined the future anticipated implications of said lease on parish finances.

Acting Chair suspended Standing Orders to allow members of the public in attendance to make representations, some of whom questioned Council's perceived lack of mandate.

After considerable debate, it was proposed by Cllr. Nixon, and seconded by Cllr. Bale that this matter be deferred until a future meeting of Council to allow for the distribution and return of the forthcoming Parish Questionnaire which was to be adapted to include a direct question to parishioners: Do you support Council decision to take on this lease?

Agreed unanimously. So resolved.

Clerk: please note & add to next agenda. Please contact Savills to defer creation of lease.**Please revise questionnaire as above and arrange circulation. Please place suitable entry into OCT newsletter to highlight and promote parish participation.****b) To receive update on proposed DAAT Night Landing Project.**

Clerk provided a verbal report outlining the negotiations and meetings that had taken place previously to establish to groundwork for project, including financial contributions from Axminster TC and Chardstock PC.

It was proposed by Cllr. Hubbard, seconded by Cllr. Nixon that Council make an application to DCC for Locality Funding of £500 towards this project. Agreed Unanimously. Resolved.

Clerk: please note submit Locality Grant Application accordingly.

It was proposed by Cllr. Nixon, seconded by Cllr. Bale that Council make a grant award under Section 137 towards this project in the sum of £500 to match the Locality Application. Agreed Unanimously. Resolved.

Clerk: please note and make provision for this sum in the overall project calculations.

Finally, it was discussed that the Parish Community would be asked to fundraise for the balance of the required costs, estimated to be in the region of £700. Target date for sums to be raised: December 2017 / January 2018. Council to liaise with Tim and Libby.

c) To consider application for Lottery Grant towards Digital Inclusion project at All Saints Village Hall in the sum of £3000.

It was proposed by Cllr. Hubbard and seconded by Cllr. Bale that Council make this application for grant assistance to the Awards for All Fund and liaise with the Trustees of the Village Hall in respect of precisely what equipment can be accommodated at the hall.

Clerk: please note and action accordingly. Please update Council as progress warrants.

d) To consider publication of a parish Information Pack for all residents

This matter was further deferred until November's meeting as the Chairman was not available to report upon his own sponsorship negotiations. Proposed Cllr. Speed, seconded Cllr Nixon. 4/0. So resolved.

Clerk: please note and add to next agenda as instructed.

e) To consider creation of parish crest / flag / logo for use on VH flagpole

This matter was deferred as the school had only just returned from summer recess and no contact had been possible with the HeadTeacher to discuss format of competition etc. Deferment proposed by Cllr. Speed, seconded Cllr. Nixon. 4/0. So resolved.

Clerk: please note and add to next agenda as instructed.

f) To consider First Aid / Defibrillator training within parish.

Clerk advised that this matter was currently being finalised and that training course would be arranged for October, in conjunction with the 4 other parish councils.

g) To consider parish maintenance issues.

Cllr. Nixon reported that parish contractor had been cutting hedges and grass verges as directed and that previous comments regarding neatness had been conveyed to them. Cllr. Nixon also updated Council as to Highway Repairs which were classed as "imminent" by DCC Highways officials.

It was reported by a resident that Japanese Knotweed had been spotted in Churchill and that remedial preventative works had been carried out to suppress spread. Furthermore, Himalayan Balsam was also reported as present in the parish. It was agreed that the issue of invasive plant species be added to future agendas as a sub-item to maintain awareness of this matter.

Clerk: please note and add to next agenda as instructed.

h) To consider Hamlet Representative roles

Matter deferred until November. Proposed Cllr. Speed. Seconded Cllr. Nixon. 4/0.

2017/568

8) Highways Matters:

Resident raised issue of deteriorating condition of Pub Lane and also requested replacement of two highway roadside markers, recently damaged. (VergeMasters)

Clerk: please contact DCC HWO to determine availability.

If not available through DCC, please investigate costs and refer to Council for approval to purchase under Parish maintenance budget.

Please also contact DCC HWO to stress seriousness of Pub Lane road condition.

2017/569

9) Neighbourhood Plan update:

Clerk reported that the evidence questionnaire / survey was ready for circulation, and would be delivered to all residents by the end of the month, with completion requested by the end of October to allow data analysis by end of the year.

Additional items would be submitted to newsletter for October edition and the website and noticeboards would be used to further promote parish participation.

Clerk: please liaise with members to arrange hand delivery to parish households by 30/9.

2017/570**10) Matters considered as urgent by presiding Chairman:**

No further progress had been made with regards to the proposed Christmas event and Clerk had not been contacted by the parishioner who first mooted the idea. Acting Chair sought confirmation that all plans were in place with regards to Remembrance Day commemoration and Libby kindly offered to arrange as in previous years.
Clerk: please liaise with Libby to ascertain cost of maroons and add to NOV agenda if payment is required for members approval / Chair's delegated authority.

2017/571**11) Correspondence received:**

Clerk presented the DALC Annual Report which noted that ASPC has achieved Quality Award - Foundation status and also highlighted the recent Parishes Together AED project. Members thanks Clerk for submitting details and for bringing All Saints PC to the forefront of attention in the wider Devon area.

2017/572**12) Date of next meeting:**

Tuesday 7th November 2017 at 7.30pm. All Saints Village Hall.

Final Public Forum

Resident highlighted the dangers of cars parked inappropriately throughout the parish and, in particular, at the "triangle" above where Frogwell Lane meets the Smallridge to Churchill Road. It was agreed that Clerk would include a general request for parking consideration to the next ASPC newsletter submission and then assess progress thereafter.
Clerk: please note and action accordingly.

It was proposed that, under the provisions of the Public Bodies (Admission to Meetings) Act 1960, as amended by Local Government Act 1972, the public (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed. Cllr. Nixon proposed, Cllr. Hubbard Seconded. So resolved.

2017/573**13) Staff Matters**

It was proposed by Cllr. Nixon, seconded by Cllr. Hubbard that Council pay an annual sum of £300 to the Clerk to compensate them for the costs of undertaking the work of the parish council at their home address, to include heating, lighting, telephony, broadband. 4/0. So resolved. Payment to made in December annually via payroll adjustment.

It was further proposed that the issue of Staff Superannuation be referred to the Budget Working party for their consideration as this will impact on the 2018/19 budget if agreed. No decision to be made until that WP has submitted their report to Full Council.

With no further business to discuss, the meeting closed at 9.11pm

Signed: _____ Chairman

Date: _____