

**Minutes of the Ordinary meeting of ALL SAINTS PARISH COUNCIL
of Tuesday 10th January 2017 at All Saints Village Hall, All Saints, held at 7.30pm**

2017/101

Present:

Cllrs. Forbes (Chairman), Speed (Vice-Chair), Bale & Clerk.
12 members of the public.

2017/102

Fire regulations and precautions:

Fire Regulations and emergency exits highlighted to those in attendance

2017/103

Public Forum:

Matters raised:

Land at Hillside, Churchill - planning application and activity onsite.
Ballards Down Development - water egress and possible breach of conditions.
Clerk to contact EDDC with Councillors / parishioners concerns. Report Mar17.
Roadside Markers opposite Church damaged / missing. **Clerk to investigate.**

2017/104

1) Apologies:

Cllr. Hubbard, Cllr. Nixon, Cllr. Diviani, Cllr. Moulding, Police representative
Dave Wicken, Alan Storey, Jacqui Baggott

2017/105

2) Declarations of Notifiable Interests.

Councillors reminded of need to declare interests in respect of agenda items shown.
None made.

2017/106

3) Minutes of previous Ordinary meeting

Minutes of the Ordinary meeting Tuesday 1st November 2016
had been previously circulated to members.
Acceptance of minutes proposed by Cllr. Speed, seconded by Cllr. Bale
Agreed unanimously. Signed by Chairman as a true record of proceedings.

2017/107

4) Matters arising from these minutes

None

2017/108

5) To receive Reports from;

- | | |
|-----------------------|--|
| i) Police | Crime Figures for December received.
2 Crimes reported; Theft from vehicle & Burglary (non-dwelling) |
| ii) County Council | Verbal report via Clerk. CDS Broadband Contract awarded. |
| iii) District Council | No report received from Cllr. Diviani, presently on holiday. |
| iv) Footpath Warden | Mrs Dibble updated Council as to footpath matters
Annual report being prepared for Parish Meeting.
Financial Forecasting for 2017/18 DCC P3 allocation is taking place. |
| v) Tree Warden | Mr. Feeney advised no pressing matters in parish currently.
Himalayan Balsam still causing nuisance in Axe and Otter valleys.
Kevin is seeking closer co-operation with Chardstock's botanist. |
| vi) Webmaster | Website operating perfectly. Updated as per Clerk's instruction
Recent website downtime due to ISP (Internet Service provider)
but issues resolved due to Nil cost switch to new software. |
| vii) Hamlet Reps. | Nothing to report from Smallridge and Waggs Plot
Chairman deferred further discussion until agenda item 10. |
| viii) School Rep. | No report as school only just returned after Christmas break.
Chairman raised issue of litter which should ease now that ASPC
has entered into service contract with EDDC to empty unit weekly |
| ix) NH Watch Group | Nothing to report other than concerns re: lack of police interaction |

2017/109

6) Planning Matters

- a) Council ratified support for application 16/2300/LBC - Cider Barn
b) **16/2930/FUL - Spindlewood - Council supports this application unanimously**
16/3030/AGR - Yarde Farm - Council supports this application unanimously.

Clerk to submit consultee comments to EDDC LPA within statutory period.

- c) No late applications to consider
- d) No tree matters to consider
- e) No minor EDDC amendments to consider.
- f) No determinations received.
- g) No planning correspondence received.

2017/110 **9) Financial matters**

a) to receive current financial statement / bank reconciliation / budget monitor

Financial documents previously circulated to members.
Approval proposed by Cllr. Speed, seconded Cllr. Bale. Approved.

2017/111

b) to consider and, if thought fit, approve 2017/18 budget forecast and precept demand

2017/18 Budget Forecast for All Saints parish of £11,200 proposed by Cllr. Speed.
Seconded by Cllr. Bale. Approved unanimously.

2017/18 Precept demand for All Saints parish of £9,295
Unchanged from 2016/17. Council to return £1,815 from reserves to balance.
Band "D" equivalence decreases to £36.88, with tax base of 252.
Proposed by Cllr. Speed, Seconded by Cllr. Bale. Approved unanimously.

2017/112

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

Council received Summary of Accounts Payable.
Approval proposed by Cllr. Speed, seconded Cllr. Bale. Agreed unanimously
Cheques to be countersigned, against invoice for internal financial controls.

2017/113

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

None.

2017/114

e) To consider requests for financial assistance.

Axe Valley and District Ring & Ride requested £90.
Full supporting information provided outlining local parishioner benefit.
Proposed by Chairman, seconded by Cllr. Speed. Approved unanimously.

Local Government and Rating Act 1997: s. 26-29 (Power to support community transport)

Clerk to prepare remittance and suitable letter confirming grant award for financial year 2016/17.

2017/115

f) To re-appoint Chris Tipping as Internal Auditor for 2017.

Mr. Tipping has expressed willingness to continue as Internal Auditor.
Proposed Cllr. Bale, seconded Chairman. Approved unanimously.

2017/116

g) To instruct All Saints Parish Council bankers to establish internet banking arrangements in light of recent correspondence from HMRC.

Financial Regulations (6.10 to 6.12 inclusive) provide for this resolution.

Proposed Chairman, seconded Cllr. Bale. Approved unanimously.

Clerk to contact bankers and arrange as per extant financial regulations.

2017/117

h) To consider projects for 2016/17 DCC/EDDC Parishes Together grant funding.

Clerk advised that application deadline was 8th February 2017.

A motion was proposed by Cllr. Bale that All Saints Parish Council join together with Axminster Town Council and Chardstock Parish Council to provide AED (Automatic External Defibrillators) across the tri-parish area. Costs to include supply, installation, training, advertising and associated signage. Seconded Cllr. Speed. Approved.

Clerk to liaise with other parties and lead project through to completion.

2017/118

8) To discuss All Saints Cricket Field, Goldsmiths Lane.

After considerable discussion, Council agreed to contact Salisbury Diocese to ascertain what the current lease agreements are on this land, and to start discussion regarding the future use of this land. **Clerk to contact SD. as a matter of extreme urgency.**

In addition, the views of EDDC as principal planning authority should be sought in light of All Saints Parish designation as "unsustainable" in planning terms.

Clerk to contact EDDC Planning accordingly. Copy to be emailed to Cllr. Diviani. Attempts should also be made to make contact with Cricket Club representatives to discuss the matter of the buildings and equipment currently on site.

2017/119

9) Update on Defibrillator and Storage Unit

Clerk advised that both items has been ordered as per Council resolution and that delivery and installation was being arranged imminently. Some training is required and Clerk to liaise with Mr. Pedder to make necessary arrangements.

Cllr. Nixon proposed that Council contracts EDDC to empty waste bin. Seconded by

a) Proposal to install additional CCTV and security lighting to safeguard asset.

Clerk advised that these items can be provided within original project budget and therefore no further costs other than those already approved were necessary.

Lighting and CCTV expenditure (excl. installation) £400 (excl. VAT)

Proposed by Cllr. Speed, seconded by Chairman, approved unanimously.

Clerk to make necessary arrangements to co-ordinate with equipment purchase.

Local Government and Rating Act 1997: s. 31 (Power to provide crime reduction measures)

2017/120

10) To agree date and venue for Hamlet Representatives meeting.

In view of the fact that 2 Councillors, and 2 Hamlet Representatives were absent from the meeting, this matter was deferred until their return. So agreed.

Clerk to note and arrange meeting in consultation with Chairman.

There was a discussion regarding ICO conformance and retention of personal data connected with vulnerable persons and registers held by other agencies.

2017/121

11) Parish Maintenance Matters

a) Cllr. Speed proposed the purchase of a Dog waste Bin to be sited outside village hall. Cost (incl. installation £180). Seconded by Cllr. Bale. Approved unanimously

b) Cllr. Speed further proposed that ASPC enter into service contract with EDDC on a rolling annual basis at a cost of £200 per annum (billed in advance). Seconded Cllr. Bale Approved unanimously.

Clerk to contact EDDC to arrange.

c) DCC Road Warden. Matter deferred until March to discuss further.

d) Parish Land Ownership Register. Matter deferred until March to discuss further.

Clerk : please place on March agenda for members consideration.

2017/122

12) Purchase of Office Equipment.

Cllr. Bale proposed that Council purchase a 4-drawer filing cabinet and associated suspension files for use in Clerk's office to allow for easier administration.

Cost £167 (excl. VAT) Seconded Cllr Speed. Approved unanimously.

Clerk to arrange purchase and installation.

2017/123

13) To consider EDDC Public Space Protection Order Consultation Exercise.

Council noted provisions of proposed PSPO including mandatory requirement for dogs to be kept on lead on highway or public footpath, anywhere in parish.

No formal response to EDDC required. Parishioners advised to respond in personal capacity if concerns held.

2017/124

14) To review ASPC Emergency Plan and Action Plan

Clerk outlined current situation with E/Planning. He is awaiting feedback from EDDC Civil Contingencies Officer at Knowle to ensure that nascent ASPC plan does not conflict with EDDC Corporate Emergency Plan Response policy.

Once document has been considered, Clerk will liaise with Emergency Plan Lead, Mr T Pedder, to consider implementation and provision of information to parish.

a) Clerk reported that ASPC had been invited to apply for DCC Flood Resilience grant funding for the purchase of rapid response flood equipment, and that application had been submitted accordingly. **Clerk to report back to Council once application considered.**

Members discussed provision of diversionary signage within parish boundary.

Matter deferred until Grant Application decision received.

2017/125

15) Neighbourhood Plan update

Chairman reported that NHP Steering Group had met previously and, in light of recent developments with regards to adjoining parish NHP's, a decision had been reached to create a suitable questionnaire to be circulated door-to-door throughout the parish by the Steering Group members to obtain final data to either support or negate need for further work / progress with the NHP. Clerk reported that £1927 remained unspent from the initial EDDC NHP fund grant allocation and it was agreed that sufficient funds be allocated to create, print, circulate, collect and analyse the data provided therein.

Clerk to liaise with Chairman and NHP Steering Group members to facilitate progress.

2017/126

16) Correspondence Received

As per agenda circulated.

All correspondence listed can be viewed at Clerks office by arrangement.

2017/127

17) Final Public Forum

- * Snow 4x4 helpline had been activated following snow warnings.
 - * Signage at Weycroft and key strategic parish locations required.
 - * Suggestions for contacts to assist Cricket Field enquiries.
 - * Suggestion that said field be used as a venue for parish play & recreation once vacated.
 - * Concerns regarding maintenance of field and grass cutting. Building condition.
 - * Concern raised regarding trees in parish damaging overhead telephone wires.
 - * Query regarding process for granting of TPO (Tree Protection Order)
 - * Concerns regarding failure of landowners to maintain trees, re: highway safety issues
- Clerk to liaise with EDDC Tree Officer to enquire as to procedure for nomination.**
- * Suggestions for Defibrillator training and parish advertising of facility.

2017/128

18) Date of next meeting

The next Ordinary meeting of the Council will be on the 7th March 2017 at 7.30pm immediately preceded at 7.00pm by the Annual Parish Meeting. Clerk advised that, as instructed, he had invited the new Rector of Axminster parish, Revd. Clive Sedgewick to attend, and the invitation had been accepted. Revd. Sedgewick will also be the Guest speaker.

With no further business to discuss, the meeting closed at 9.25pm

Signed:

Date:

Chairman