

**MINUTES OF LAPFORD PARISH COUNCIL MEETING
HELD ON WEDNESDAY 1ST AUGUST 2012
IN THE ORCHARD CENTRE, LAPFORD
REFERENCE 08/12**

Present: Cllr Lacey, Cllr Briant-Evans, Cllr Burrows, Cllr Rushbrook, Cllr Heal, Cllr Wensley, Cllr Janes, Cllr Doe, Cllr Overend, Cllr Eginton (District Cllr), Cllr Lee (County Cllr), Laura Mackie (Clerk),

Apologies: Cllr Garton

MINUTES OF THE LAST MEETING

08/12/01 Minutes from the July 2012 Meeting were read, agreed and signed. Proposed by Cllr Burrows, seconded by Cllr Briant-Evans and agreed by all.

OPEN FORUM

08/12/02 There were no members of the public present to raise any items.

MATTERS ARISING

NB: Some of the references used below are from Appendix A and the previous Minutes

07/12/03 Cllr Lacey has looked around Orchard Way but cannot see a problem with the Stopcocks. Some work was done previously and it was thought the issue was resolved. Clerk to email Highways with the problem so they can investigate and satisfy the member of the public that reported the problem.

12/11/02 Matthew Smith advised that he was not in a position to quote for the Moorland View handrail due to other work commitments. The clerk is to ask Mike Leach and Nick Tucker if they are able to quote by the next meeting. A letter has been received from Mr & Mrs Dudderidge at Moorland View advising that they oppose the plans to put up a handrail as it will make cutting their hedge back more difficult. This was discussed however it was decided that the health and safety of pedestrians should take priority. Clerk to respond to the letter. **Action: Clerk**

07/11/13 The lighting of the Moorland View pathway was discussed and the clerk advised that she never had a response from the lighting department at DCC. Clerk to chase whilst Cllr Rushbrook will look into the options of solar lighting. **Action: Clerk and Cllr Rushbrook**

11/11/01 A copy of the draft Standing Orders has been previously emailed to councillors and all were happy with the document. Cllr Burrows proposed we adopt this document. This was seconded by Cllr Doe and all agreed. The new Code of Conduct was also distributed and Cllr Rushbrooke proposed we should adopt this document. This was seconded by Cllr Overend and agreed by all. Clerk to put together a folder of official documents to be kept in the Orchard Centre for quick reference if required. New declaration of interest forms will need to be completed by all councillors and these were distributed at the meeting. **Action: All**

08/12/03 Cllr Lacey advised of the next Parish Plan meeting to be held on 9th August at 7.30pm in the Orchard Centre

08/12/04 Cllr Lee advised that he will be visiting Lapford tomorrow with Bob King from Highways to look at the various highways issues in the Parish. Cllr Lee offered to chase outstanding actions and report a pot hole near Kelland Cottages and the broken sign post at the Eastington Lane turning. **Action: Cllr Lee**

FINANCE

08/12/05 **Account Balances**

Handwritten: 12/5/9/12

	Current Account	£2133.43
	Savings Account	£8405.68
	Loan Stock	£283.98
08/12/06	Invoices	
	Clerk	£192.05
	G Heal – Jubilee Disco	£50.00
	L2K Jubilee Loan Repayment	£250.00
	<i>Cllr Lacey proposed these invoices be paid, this was seconded by Cllr Burrows and agreed by all.</i>	
08/12/07	The change of signatories form has been signed by Cllr Heal and returned to Natwest.	

PLANNING

- 08/12/08 REF 12/00594/FULL – Permission granted for the installation of a ground mounted photovoltaic array at Redgate House, Lapford.
- 08/12/09 REF 12/00405/FULL – Listed building consent and planning permission granted for the conversion of the first floor of barn to annexe at Court Barton, Lapford.
- 08/12/10 REF 12/00535/FULL – Application withdrawn for change of use and erection of timber stables at Pope Wood Stables, Lapford
- 08/12/11 REF 12/00841/FULL – New application for alterations to existing barn to form living accommodation at Prospect Cottage, Lapford. Cllr Overend proposed we recommend approval. This was seconded by Cllr Rushbrook and all agreed. Clerk to pass comments onto planning officer.

CORRESPONDENCE

- 08/12/12 A Village Green newsletter has been received.
- 08/12/13 MDDC have sent through the draft charging schedule for the new Community Infrastructure Levy, which will replace the Section 106 agreement. Cllr Heal advised that this charge is proposed at £90/m² but would not be charged on affordable homes. This would be a non-negotiable charge which should produce a similar income to the Section 106 agreement. Cllr Janes proposed we should support this new proposal. This was seconded by Cllr Rushbrook and agreed by all. Clerk to respond. **Action: Clerk**
- 08/12/14 Emails have been received from members of the public regarding MDDC's proposals to turn the sports hall at Lords Meadow Leisure Centre, Crediton, into fitness and dance studios. Cllr Eginton advised that MDDC's three leisure centres have losses of £1.3million every year. These renovations will reduce losses and alternative spaces for local sports groups are being negotiated, mainly with QE School in Crediton. After discussion councillors could see the logic behind the changes and it was agreed that we should write to MDDC in support of the changes. **Action: Clerk**
- 08/12/15 A letter has been received from David Bulley after he heard reports that's the Victory Hall was suffering financially. He proposed that the Parish Council should precept money each year to help with Victory Hall maintenance. This was discussed and Councillors thought that what the committee needed most was support in pushing forward improvements to the Hall which would hopefully increase bookings and revenue. This is to be raised within the next Parish Plan meeting and taken forward. Clerk to respond to the letter. **Action: Clerk**
- 08/12/16 Devon Association of Local Councils (DALC) have sent information regarding a consultation on payments by Parish Councils. The Consultation refers to the way that two or more signatories are needed on cheques and how internet banking cannot be used at the moment with the two signature rule. It was decided we should support these new proposals which would make banking easier, however strict monitoring would need to be in place. Clerk to respond. **Action: Clerk**

ANY OTHER BUSINESS

08/12/17 Cllr Heal asked if councillors would be interested in visiting the site for the new affordable homes. Councillors agreed this would be a good idea so Cllr Heal is to organise. **Action: Cllr Heal**

08/12/18 Cllr Janes updated on Youth Forum progress. A Multi Use Games Area (MUGA) has been ruled out for the moment as it is such a large project that would need managing once installed. A younger play area was discussed for the Playing Field area and an older children's play area discussed for the MDDC area. Cllr Overend and Cllr Janes have met with a play design company and have a meeting with another company soon. Cllr Janes asked if the Youth Forum and Playing Field Committee could look at joining together as a sub-committee of the Parish Council. Both groups seem to struggle for support and it was thought if they joined, a larger group could be formed. Cllr Briant-Evans advised that there may be some legal implications based on the property owned but this could be done. It was agreed that some councillors should go along to the Playing Field AGM on 10th September to discuss a way forward for both groups.

08/12/19 Cllr Lacey advised that the wall alongside the Prospect Way properties has some brickwork falling out. Clerk to write to Nick Sanderson at MDDC. **Action: Clerk**

08/12/20 The grass along the same bank near Prospect Way needs cutting back also. Clerk to write to Paul N Williams at MDDC. **Action: Clerk**

08/12/21 Cllr Lacey raised concerns at the bus stop at the top of Mill Hill. A stopped bus at the top of the hill caused an accident and a resident of Lapford is currently seriously ill in hospital. Cllr Lacey advised of several near misses when the bus is stopped and questioned whether it is necessary to have a bus stop here. Cllr Lacey offered to place an item in the Lookout asking for parishioner's thoughts. **Action: Cllr Lacey**

08/12/22 Cllr Rushbrook advised that he has recently collected several bags full of rubbish from around the Orchard Centre. It was thought that the missing bin has probably not been the cause, however the clerk is to chase MDDC for the replacement of the bin. **Action: Clerk**

08/12/23 Cllr Briant-Evans advised that the annual assessment of assets is due. Cllr Briant-Evans and Cllr Lacey offered to get together to do this. **Action: Cllr Lacey and Cllr Briant-Evans**

08/12/24 Cllr Briant-Evans issued the draft Jubilee accounts to councillors. There are still mugs for sale if anyone would like to purchase one.

08/12/25 The Community Council for Devon are holding their annual conference in September if anyone is interested in attending. There is a £20 cost and the conference will be based around rural futures.

08/12/26 Cllr Burrows reported that the footpath entrance at Park Meadow Close was getting muddy. He offered to enquire about the cost of putting stone around the entrance. The hedges around the Popes Lane Footpath are also overgrown. Cllr Burrows also offered to look at the cost of cutting this back however it was noted this is not a designated footpath. Cllr Heal proposed we could spend up to £60 on the hedge and £100 on stones. This was seconded by Cllr Overend and agreed by all. **Action: Cllr Burrows**

There were no other items to discuss therefore the meeting was closed. The date of the next meeting is Wednesday 5th September 2012, 7.30pm in the Orchard Centre, Lapford.

A Lacey 5/9 September 2012

APPENDIX A - MATTERS ARISING/OUTSTANDING ACTIONS

Matters Arising Meeting 1st August 2012

Reference	Description	Action/Status	Closed
08/12/13	MDDC have sent through the draft charging schedule for the new Community Infrastructure Levy, which will replace Section 106 monies. Cllr Janes proposed we should support this new proposal. This was seconded by Cllr Rushbrook and agreed by all. Clerk to respond.	Action: Clerk	
08/12/14	Emails have been received from members of the public regarding MDDC's proposals to turn the sports hall at Lords Meadow Leisure Centre, Crediton, into fitness and dance studios. Cllr Eginton advised that MDDC's three leisure centres have losses of £1.3million every year. These renovations will reduce losses and alternative spaces for local sports groups are being negotiated, mainly with QE School in Crediton. After it was agreed that we should write to MDDC in support of the changes.	Action: Clerk	
08/12/15	A letter has been received from David Bulley after he heard reports that's the Victory Hall was suffering financially. This was discussed and Councillors thought that what the committee needed most was support in pushing forward improvements to the Hall which would hopefully increase bookings and revenue. This is to be raised within the next Parish Plan meeting and taken forward. Clerk to respond to the letter.	Action: Clerk	
08/12/16	Devon Association of Local Councils (DALC) have sent information regarding a consultation on payments by Parish Councils. The Consultation refers to the way that two or more signatories are needed on cheques and how internet banking cannot be used at the moment with the two signature rule. It was decided we should support these new proposals which would make banking easier. Clerk to respond.	Action: Clerk	
08/12/17	Cllr Heal asked if councillors would be interested in visiting the site for the new affordable homes. Councillors agreed this would be a good idea so Cllr Heal is to organise.	Action: Cllr Heal	
08/12/19	Cllr Lacey advised that the wall alongside the Prospect Way properties has some brickwork falling out. Clerk to write to Nick Sanderson at MDDC.	Action: Clerk	
08/12/20	The grass along the same bank near Prospect Way needs cutting back also. Clerk to write to Paul N Williams at MDDC.	Action: Clerk	
08/12/21	Cllr Lacey raised concerns at the bus stop at the top of Mill Hill. A stopped bus at the top of the hill caused an accident and a resident of Lapford is currently seriously ill in hospital. Cllr Lacey advised of several near missed when the bus is stopped and questioned whether it is necessary to have a bus stop here. Cllr Lacey offered to place an item in the Lookout asking for parishioner's thoughts.	Action: Cllr Lacey	
08/12/23	Cllr Briant-Evans advised that the annual assessment of assets is due. Cllr Briant-Evans and Cllr Lacey offered to get together to do this.	Action: Cllrs Lacey and Briant-Evans	
08/12/26	Cllr Burrows reported that the footpath entrance at Park Meadow Close was getting muddy. He offered to enquire about the cost of putting stone around the entrance. The hedges around the Popes Lane Footpath are also overgrown. Cllr Burrows also offered to look at the cost of cutting this back however it was noted this is not a designated footpath. Cllr Heal proposed we could spend up to £60 on the hedge and £100 on stones. This was seconded by Cllr Overend and agreed by all.	Action: Cllr Burrows	

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5/9/12

OUTSTANDING ACTIONS

Reference	Description	Action/Status	Date Closed
07/12/03	The stopcocks in Orchard Way are still sunken and are causing a hazard. The clerk reported that MDDC had done some small works and no longer saw a problem. Cllr Lacey offered to look and report back to the council. <i>Mtg 08/12: No problem could be found by Cllr Lacey</i>	Action: Cllr Lacey	01/08/12
07/12/05	Cllr Janes raised concerns passed on from a member of the public regarding the hedge at the bottom of Orchard Way. There are also several branches overhanging the Moorland View pathway. Clerk to write to the owners of the properties.	Action: Clerk	
07/12/06	Cllr Lacey asked whether Councillors would be happy for their email addresses to be put on the contacts page of the Lapford Lookout. All were agreeable. Clerk to arrange. <i>Mtg 08/12: This had been done</i>	Action: Clerk	01/08/12
07/12/12	A letter has been received regarding the new development at Barris and whether the roofline is at the correct level as per the plans. Clerk to contact the planning office to seek advice and respond to the letter. <i>Mtg 08/12: This has reported and MDDC will investigate, although it was not thought there was a problem</i>	Action: Clerk	01/08/12
07/12/13	REF: 12/00901/FULL – Information has been received regarding a new application that has been put in for the erection of a wind turbine at Rolstone Barton, Morchard Bishop. The clerk is to forward the details to councillors so that they can look at plans online and pass on comments to the clerk before the deadline. <i>Mtg 08/12: A response has been sent</i>	Action: Clerk	01/08/12
07/12/20	MDDC have sent a letter regarding a new compilation of heritage assets. They are requesting nominations for local heritage assets. Cllr Lacey advised that this list is held within the Design Statement and that we should respond with a copy of this. <i>Mtg 08/12: A response has been sent</i>	Action: Clerk	01/08/12
07/12/25	A letter has been received from a member of the public showing concerns about the future of our Railway Station and the North Devon Rail Users Groups proposal of cutting the numbers of stops. The resident was also concerned about the safety of the station which the Parish Council has already addressed. The clerk is to write to the resident to advise. <i>Mtg 08/12: A response has been sent</i>	Action: Clerk	01/08/12
07/12/26	Cllr Burrows raised concerns about the hedge at the bottom of Mill Hill. Residents of the village are beginning to avoid walking down to the garage as the hedge means they have to walk out in the road. Cllr Burrows proposed that we should get the hedge trimmed ourselves to keep the area safe. This was seconded by Cllr Overend and all agreed. Cllr Burrows to arrange. <i>Mtg 08/12: This has been cut</i>	Action: Cllr Burrows	01/08/12
07/12/28	Cllr Lacey advised that there are brambles overhanging the pathway along the ramp up to Prospect Way properties. Clerk to contact Nick Sanderson at MDDC. <i>Mtg 08/12: This has been cut</i>	Action: Clerk	01/08/12
07/12/29	Cllr Lacey has received a letter from Grace Andrews asking where the bin next to the seat near the Orchard Centre has gone. Clerk to write to Paul N Williams at MDDC to advise. <i>Mtg 08/12: Clerk to chase</i>	Action: Clerk	
06/12/04	Resurfacing work in Eastington Lane was due to be done and cars were moved, but no work took place. Clerk and Cllr Lee to advise Highways. <i>Mtg 07/12: Moorland View resurfacing is due at the end of the week and Eastington Lane redressing is due in a few weeks</i>	Action: DCC	
06/12/08	Cllr Briant-Evans advised that the road condition at Edgerley Lane had deteriorated significantly following the road works along the Nymet Road. Large vehicles have been using the road as a diversion and the banks are now damaged and road edges are falling away. Clerk and Cllr Lee to report. <i>Mtg 07/12: There are areas of this road which will be patched. The banks are the responsibility of the owner</i>	Action: DCC	

06/12/14	Signatories on the account were discussed and Cllr Lacey advised of the benefits of adding the clerk as a signatory. The clerk is currently unable to even request a bank statement at the moment. All agreed that the clerk can be added as a signatory. Clerk to arrange. <i>Mtg 07/12: Cllr Heal need to sign as a current signatory. Cllr Janes to pass this on to Cllr Heal to sign and send back. Mtg 08/12: This has been done</i>	Action: Cllr Heal	01/08/12
06/12/21	MDDC have sent a questionnaire regarding the use of their play area in the village. Cllr Janes offered to complete this.	Action: Cllr Janes	
06/12/32	Cllr Burrows advised that some rubbish had been fly tipped along Eastington Lane between Higher Forches and Eastington Cross. Clerk to report.	Action: MDDC	
06/12/33	Cllr Burrows asked if some plants could be purchased for the flower boxes. Cllr Heal proposed that £50 be spent on bedding plants. This was seconded by Cllr Briant-Evans and all agreed. Cllr Heal offered to purchase these and plant up the boxes with Cllr Burrows. <i>Mtg 08/12: Time has now passed but we should look at this next year</i>	Action: Cllr Heal	01/08/12
06/12/34	Cllr Burrows reported that a member of the public has highlighted the overgrown trees along the cut through road to Eastington Lane. Cllr Overend advised that no-one has taken ownership of the trees and no-one knows who they belong to. A local farmer has cut these previously. Clerk to advise DCC. <i>Mtg 07/12: DCC have advised that residents need to check their deeds</i>	Action: Clerk	
06/12/37	Cllr Janes thought that the Victory Hall could do with a re-vamp. The Youth Club building also needs some work. Cllr Heal offered to bring this up at the next hall meeting, as there is a possibility that grants could be applied for.	Action: Cllr Heal	
06/12/38	Cllr Heal has had a call from a member of the public regarding the light on the pathway to the Orchard Way car park. This sensor light hasn't been working for some time. Clerk to report to MDDC. <i>Mtg 07/12: Clerk to chase. Mtg 08/12: This is now working</i>	Action: Clerk	01/08/12
06/12/40	Cllr Eginton advised that a new Town and Parish (TaP) fund has been put in place between DCC and MDDC. Parishes need to work together to apply for funding of up to £1.10 per elector. Cllr Eginton advised that Chawleigh Parish Council were hoping to improve play equipment and we are also looking to improve our play facilities. Cllr Janes advised that she hoped to push forward Youth Forum meetings were this could be discussed. Clerk to print application forms and pass on to Cllr Janes. <i>Mtg 07/12: A youth forum meeting was arranged for 17th July 7.30pm when this could be completed. Mtg 08/12: This has been completed and returned</i>	Action: Clerk	01/08/12
05/12/29	Cllr Heal asked if a letter could be written to Mr Hall at Ardea House asking if he could look at trimming back his hedge at the top of Mill Hill. The drain is also blocked outside this property, clerk to speak to Highways. <i>Mtg 06/12: This has been reported although no action has been taken as yet. Mtg 08/12: The hedge has been trimmed but a new drain is needed at the entrance to Ardea House. Cllr Rushbrook has chased</i>	Action: DCC	
05/12/30	Cllr Heal is concerned about large ash trees that are now growing out of the river bridge along the A377 (on the right hand side as if heading to Barnstaple). Clerk is to write again to Highways, with Cllr Heal supplying supporting photos. <i>Mtg 06/12: No response as yet, Cllr Lee to chase. Mtg 07/12: A vehicle has now hit this bridge and it is now cracked with stonework falling away. Clerk to report urgently. Mtg 08/12: Cllr Lee to chase</i>	Action: Cllr Lee	
03/12/25	Cllr Burrows asked if a grit bin could be placed in the sheltered accommodation area of Prospect Way so	Action: Clerk	

12 5/9/12

	that paths could be gritted. It was thought that DCC would be unlikely to agree to this. This is to be raised with Cllr Lee at the next meeting. <i>Mtg 04/12: Cllr Lee was unable to attend the meeting. Mtg 06/12: Clerk to write to Nick Sanderson at MDDC. Mtg 08/12: Clerk to chase</i>		
02/12/03	Jeanne Whittaker from the Archive Committee has purchased a tube heater for the archive cupboard to keep the archive at a desired constant temperature. Cllr Heal offered to mount this.	Action: Cllr Heal	
01/12/03	An MOP has complained about the noise of barking dogs between 2.00 & 4.00p.m most days. Once they start they often continue for over an hour. The dogs are at a property in Church Close. Cllr Eginton advised the meeting to pass this to Paul N Williams of MDDC Environmental Health. <i>Mtg 03/12: Cllr Eginton to chase as MDDC have advised the resident needs to log a complaint – the resident is elderly and unable to deal with this matter on her own. Mtg 04/12: MDDC are looking at placing sound monitoring equipment. Mtg 06/12: This is still ongoing. Cllr Eginton to check with MDDC. Mtg 07/12: MDDC are pushing this forward. Mtg 08/12: Anne Green is unable to site anything on her property as the equipment is not suitable for her use. Clerk to contact MDDC again.</i>	Action: Clerk	
01/12/23	Cllr Janes said the bin outside Victory Hall is an eyesore and is often not emptied. Cllr Heal said the bin belongs to the Parish Council and in light of there being another bin close by do we really want it? Cllr Burrows proposed we get rid of it, Cllr Heal seconded the proposal and all agreed. Clerk to write to MDDC (Paul N Williams) about having it removed. <i>Mtg 08/12: This has now been removed</i>	Action: MDDC	01/08/12
12/11/02	An MOP asked if a handrail could be placed on the pathway between Moorland View and Eastington Lane. The pathway is steep and elderly residents would benefit. Cllr Eginton advised that we should write to Nick Sanderson at MDDC, copying him in. <i>Mtg 02/12: Clerk to send copy to Cllr Eginton to chase. Mtg 03/12: MDDC do not currently have the budget for this. Cllr Heal to look for quotes. Mtg 07/12: One quote has been received. Clerk to seek others. Mtg 08/12: One local builder cannot quote. Clerk to ask others</i>	Action: Clerk	
12/11/10	Potholes are re-forming at the Westgate junction. There is also a pothole forming near the Post Office and Highfield turning. <i>Mtg: Clerk to contact SWW regarding the Highfield leak. Mtg 02/12: Clerk to chase. Mtg 06/12: This was not a leak, clerk to chase DCC to repair. The road is also breaking up in Orchard Way. Mtg 07/12: Orchard Way is due to get some resurfacing works done. The potholes are not currently large enough to fill</i>	Action: DCC	
11/11/01	Cllr Lacey read through and distributed notes from the special meeting held on Monday 31 st September to discuss improvements the Parish Council need to make. Recent councillor training and the health check from 2009 raised some issues that need to be addressed. <i>Mtg 12/11: A further meeting was agreed to take place on 23rd January 2012, 7.30pm. Mtg 02/12: Some drafts have been agreed and will be presented at the parish council meeting next month. Mtg 06/12: This need to move forward. Mtg arranged for 25/06 at 8pm. Mtg 07/12: Standing Orders are to be read through by councillors and hopefully agreed at the next meeting. The caretaker job description was read through and some amendments are to be made. Mtg 08/12: Standing Order and Code of Conduct have been agreed</i>	Action: All	
09/11/12	The train station entrance is extremely dangerous and the situation means that no-one likes using the train station. It was thought that we could ask for some feedback on the train services in the village by placing an item in The Lapford Lookout. <i>Mtg 10/11: 5 email responses have been received. Clerk to collate and send to First Great Western. Mtg 11/11: Responses have been sent. Mtg 12/11: Response has been received and to be forwarded to Mel Stride and the Rail Users Group. Mtg 01/12: Clerk to write to Network Rail</i>	Action: Clerk	

H.S.B/12

	<i>about possible grants that could be used to move the station.</i>		
09/11/17	Areas of councillor responsibility were discussed and it was thought that each area almost needed a job description. Cllr Lacey suggested that if each councillor could write a small definition of what they think their job would entail, this would be a good starting ground for it to be agreed at the next meeting. Clerk to also investigate whether DALC may have an outline that we may use. <i>Mtg 02/12: Cllr Lacey to re-write some of these based on the local groups. Mtg 06/12: Clerk to send out new list of duties. Cllrs are asked to type up a brief job description. Mtg 07/12: Cllr are to put together a job description for their duty.</i>	Action: All	
09/11/33	Cllr Burrows suggested that a gift should be purchased for Rowan Peto in recognition of her 35 years on the Parish Council. <i>Mtg 10/11: Edwin's present cost a total of £119. Mtg 11/11: Cllr Lacey to Speak to Rowan Peto. Mtg 12/11: Cllr Lacey has spoken to Rowan who has suggested a sundial. Cllr Heal proposed this be purchased and seconded by Cllr Briant-Evans. A similar cost of £120 was agreed. Mtg 03/12: Cllr Lacey has purchased a sundial. Mtg 06/12: Cllr Heal to arranged a plaque. Mtg 08/12: Clerk to arrange for the plaque to be made up to an agreed value of £60.</i>	Action: Clerk	
08/11/24	Cllr Bulley reported that some sharp concrete on the river bridge had punctured his tyres. Clerk to report this to Highways. <i>Mtg 09/11: Highways have looked at this although it was thought that they had not looked at the correct area. Clerk to advise. Mtg 11/11: Chase. Mtg 02/12: Chase. Mtg 03/12: Network Rail have advised that they do not have the budget to deal with cosmetic work. Mtg 06/12: Chase DCC. Mtg 07/12: This is on order. Mtg 08/12: David Bulley advises that this has been done</i>	Action: DCC	01/08/12
07/11/31	The light at Moorland View is still causing a nuisance to a resident. After discussion, it was decided that some councillors should have a site meeting at night to see the extent of the problem. <i>Mtg 08/11: Cllr Burrows advised this does cause a problem. More Cllrs to look at this. Mtg 09/11: Clerk to speak to A&J Carpentry and Electrical to see if a shade could be fitted. Mtg 10/11: Clerk to chase. Mtg 11/11: Clerk to chase A&J Carpentry and write to resident. Mtg 12/11: Alec has recommend we remove this light and replace with low level lighting instead. Mtg 02/12: Clerk to ask Alec to quote. Mtg 03/12: Mrs Dudderidge is not happy to connect any other fittings. Clerk to ask DCC about connecting to their supply. Mtg 06/12: Clerk to speak to DCC Street Lighting Dept. Mtg 08/12: Clerk to chase, Cllr Rushbrooke to look at the cost of solar lighting</i>	Action: Clerk & Cllr Rushbrooke	
06/11/10	There is a bad crack on the railway bridge which appears quite dangerous. Clerk to contact Railtrack. <i>Mtg 08/11: DCC have also looked at this and are due to action repairs. Mtg 11/11: Clerk to chase DCC. Mtg 12/11: To be passed on to Railtrack again and copied in to Mel Stride. Mtg 02/12: Chase. Mtg 03/12: This crack is only supposedly on the parapet and is classed as cosmetic. Network Rail do not have the budget for this type of work.</i>	Action: Clerk	
06/11/23	The clerk advised of new PAYE responsibilities regarding the clerk's income. The Parish Council will need to register with HMRC. Cllr Lacey also advised that the clerk needs a contract of employment. Clerk and Cllr Lacey to discuss. <i>Mtg 07/11: Draft Contract to be looked through by Cllrs Lacey & Briant-Evans. Mtg 02/12: Clerk to type up drafted contract and call HMRC to register her details. Mtg 08/12: Cllr Lacey has sought advise and hopes to get this moving forward</i>	Action: Cllr Lacey	
05/11/04	Clerk to report the overgrown hedge at Nymet Road. <i>Mtg 07/11: This is due to be trimmed back by DCC. Mtg 11/11: DCC not willing to cut this back, clerk to write to The Yeo Vale and The Yeo Vale Cottage. Mtg 12/11: The Yeo Vale do not seem willing to trim this hedge. Clerk to write again to Highways. Mtg 01/12:</i>	Action: DCC	01/08/12

HL 29/12

	<i>Clerk to chase Highways. Mtg 02/12:Chase. Mtg 03/12: Highways are writing to the resident. Mtg 08/12: This has been trimmed back</i>		
05/11/14	<i>Clerk to contact Highways about the patchy area of road along the A377 near Lapford Woodhouse Mtg 06/11: Cllr Lee to chase. Mtg 11/11: Clerk to chase. Mtg 02/12: Chase. Mtg 03/12: Will be patched until resurfacing in 2014. Mtg 08/12: Cllr Lee to chase</i>	Action: Cllr Lee	
01/11/02	Gritting: The farmers had done a lot to clear the top of the village and Eastington Lane. Mtg 05/11: Clerk to look at DCC website to see if there is any snow clearing schemes. Mtg 07/11: DCC are to issue some guidelines for next winter. Await this information Mtg 08/11: Cllr Burrows has offered to train as a snow warden. Clerk to advise DCC. Mtg 02/12: Chase. Mtg 08/12: Clerk to chase Cllr Burrows Training	Action: Clerk	
11/10/05	Moorland View Allotment – Agreement to be made with MDCC over the land. Mtg 12/11: Lease was agreed, this is to be signed. Mtg 02/12: This has been signed and returned. Mtg 03/12: Clerk to write to Lorraine Kigongo offering the site for use as an allotment. Cllr Heal to provide an agreement. Mtg 07/12: Lease agreed and to be sent on to Lorraine Kigongo. Mtg 08/12: We are awaiting the signed agreement back	Action: Clerk	
06/10/07	Road Markings - There has been no action on road markings as promised in Meg Booths recent letter. Cllr Lacey advised that following many complaints to highways about the road surface in the village, they are currently testing the surface to see if any fault lies with the contractors or suppliers. The road may have to be re-surfaced. Mtg 09/10: Road markings will not be completed until the investigation into the road surface is complete. Mtg 05/11: Clerk to chase Mtg 10/11: Cllr Lee advised resurfacing will take place Nov. Mtg 02/12: Chase road markings. Mtg 03/12: Wont be completed until more resurfacing is completed. Mtg 08/12: Cllr Lee to chase, the tar from the road on a warm day is causing many problems	Action: Cllr Lee	
10/09/13	A377 Lighting - Cllr Peto showed concerns about the poor lighting on the bridge by the railway. Clerk to write to Meg Booth to ask if there had been any developments. Chased 12/09, 02/10. Mtg 04/10: Meg Booth is looking into more cost effective designs for lighting. Mtg 04/11: Meg Booth has sent an e-mail to say that pedestrian signs will be installed both sides of the station. Chased 06/10. Mtg 08/10: Meg Booth has advised that she is still looking into this. Chased 09/10, 10/10, 09/11, 02/12. Mtg 03/12: Bob King has put pedestrian signs back on order. Mtg 07/12: Pedestrian Signs have been erected but only at the Barnstaple side. Clerk to contact Highways. Mtg 08/12: Cllr Lee to ask DCC about the sign locations as they have now been erected	Action: Cllr Lee	