

**MINUTES OF LAPFORD PARISH COUNCIL MEETING
HELD ON WEDNESDAY 1ST MAY 2013, 7.30PM
IN THE ORCHARD CENTRE, LAPFORD
REFERENCE 05/13**

Present: Cllr Lacey, Cllr Briant-Evans, Cllr P Heal, Cllr C Heal, Cllr Clinch, Cllr Wensley, Cllr Eginton (District Cllr), Cllr Lee (County Cllr), Laura Mackie (Clerk), 5 Members of the Public.

Apologies: Cllr Burrows, Cllr Doe.

MINUTES FROM THE LAST MEETING

05/13/01 The minutes of the last meeting were read, amended and signed. Proposed by Cllr P Heal, seconded by Cllr Briant-Evans and agreed by all.

LAPFORD SCHOOL

05/13/02 Cllr Lacey welcomed three members of the public acting on behalf of the parents of Lapford School. A petition has gone around the village against the agreed changes being made to the primary school. 321 signatures have been gained and this has been sent to Mel Stride. Mel Stride will be taking the case to the Secretary of State as he is very concerned about the plans. The Guardian newspaper wants to run the story. The group have asked the Academy to halt procedures whilst they are in dispute but they seem to be pushing forward the changes without communicating back to the group or the parents. Parents are feeling very alienated by the lack of communication. There is the feeling that information is being hidden and the group are considering a Freedom of Information request. Teaching posts are being advertised with interviews on 20th May. Alternative proposals have been put together and sent to the Academy. A response has been promised by 7th May.

Cllr Briant-Evans has put together a letter to send to Chulmleigh Academy Trust and this was read through. All agreed to this letter, however it was decided we should invite the Academy to a meeting to properly talk through the plans. Two dates are to be proposed to give some choice; Thursday 9th May and Monday 13th May, 7.30pm in The Orchard Centre. The letter is to be copied into our MP and local councillors and to the directors and principal at Chulmleigh Academy Trust. Cllr Briant-Evans is to update this letter and forward to the Clerk to send out. **Action: Cllr Briant-Evans and Clerk**

OPEN FORUM

05/13/03 There were no items for discussion.

MATTERS ARISING

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

05/13/04 Matters arising and Appendix A are to be looked through fully at the next meeting as we are short of time due to the AGM and School discussions.

USE OF THE ORCHARD CENTRE

05/13/05 The use of the Orchard Centre was discussed and Cllr C Heal thought that the building was a great asset that wasn't currently used to its full potential. Cllr C Heal proposed that the Village Hall could hire out the Orchard Centre to help them financially and to get better use of the Orchard centre. Some members of the public have a negative image of the Orchard Centre and at the time of the toilet renovations there was scepticism. Cllr Briant-Evans was unsure whether this

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was the best way but it was agreed that we would look into this further and how it could logistically work. **Action: All**

PRESENTATION TO COUNCILLOR MICHAEL LEE

05/13/06 Cllr Michael Lee has not put himself forward for County Council Elections this year and so Cllr Lacey presented a thank you gift to Michael for the many years he has supported the Parish Council and Lapford as a whole. Margaret Squire is the new Conservative candidate and voting will take place tomorrow, 2nd May.

FINANCE

05/13/07 Southern Electric has direct debited payment of £83.09.

05/13/08 Loan Stock interested of £4.96 has been credited to our account.

05/13/09 A VAT reclaim of £162.32 has been credited to our account.

05/13/10 Our precept payment of £6915.49 has been credited to our account. Our Devon Association of Local Council subscription payment has been deducted from our £7000.00 precept therefore the cheque written out for this at the last meeting has been destroyed.

05/13/11 Account Balances

Current Account £8264.74

Savings Account £5951.93

Loan Stock £283.98

05/13/12 Payments

Clerk £208.47

Clock Servicing £168.00

Grass Cutting £53.40

Cllr P Heal proposed these invoices be paid. This was seconded by Cllr Wensley and agreed by all.

05/13/13 Our Insurance is due for renewal on 5th June. We agreed to a 3 year term last year and so this being the second year our premium is £495.28. There were no updates for items covered on the insurance and so Cllr Wensley proposed this should be paid. This was seconded by Cllr Briant-Evans and agreed by all.

05/13/14 The audit figures have been put together by the clerk and these and the financial statements were read through and agreed. Cllr P Heal proposed that these should be signed off. This was seconded by Cllr Briant-Evans and agreed by all. Clerk to get the documents together and send on to Peter Taylor who has agreed to complete our internal audit. **Action: Clerk**

05/13/15 Cllr P Heal proposed we should transfer £5000.00 from the Saving Account to our Current Account. This was agreed.

PLANNING

05/13/16 REF 13/001876/FULL – Application approved for the erection of an extension at 35 Orchard Way.

05/13/17 The clerk has been informed by a member of the public that an application for the erection of a wind turbine has been submitted. We have not had notification of this from MDDC yet, however the member of the public is suggesting a joint meeting between parishes. It was agreed that the clerk should ask the member of the public to advise us of any meeting that is arranged. Once the notification has been received the clerk is to ask MDDC for an extension of the comment deadline so we can discuss this at our 5th June meeting. **Action: Clerk**

CORRESPONDENCE

05/13/18 A member of the public has written to the Parish Council regarding the way that the Parish Clerk position was advertised. The parishioner did not feel the way the post was advertised and applicants sought was satisfactory. Cllr Lacey has put together a response, which has been sent around to Councillors. All agreed this should be sent.

ANY OTHER BUSINESS

05/13/19 Cllr Lacey introduced Laura Mills to the meeting. Cllr Lacey and Cllr Briant-Evans interviewed Laura for the clerk's position on Monday and offered her the role. The current and new clerk are to get together with Cllr Lacey to discuss and implement a handover.

05/13/20 Cllr Eginton spoke about the allocation of the new housing at Ambrosia Close. All housing has been allocated to people with a local connection to Lapford or neighbouring parishes. Cllr C Heal advised that young families have moved into the houses bringing potentially 5 children under 5 for the pre-schools, along with some older children which may or may not attend Lapford Primary School. There has been some negativity around the allocation of the housing. It was thought that the Parish Council could put a note in the Lookout, but as more of a welcome. Clerk to arrange. **Action: Clerk.**

05/13/21 Cllr C Heal advised of the Lapford Youth and Playing Field Trusts Vintage Fair, taking place on Saturday 25th May. Any support would be appreciated. The next meeting is on 7th May, 7.30pm in The Orchard Centre.

05/13/22 Cllr Burrows has passed on some concerns in his absence. There is already a problem with the new residents (particularly children) of Ambrosia Close crossing the road over to the Petrol Station. Cllr P Heal thought that it would be very unlikely for a crossing to be put into place but he will talk to highways about some road safety talks with children. **Action: Cllr P Heal**

05/13/23 Cllr Lacey wishes to thank MDDC for the fantastic work on the dry stone wall at Prospect Way. Clerk to forward this on to Nick Sanderson at MDDC. **Action: Clerk**

05/13/24 Cllr P Heal advised that Cllr Eginton is taking on a new role at MDDC involving waste management.

There were no other items to discuss therefore the meeting was closed. The date of the next meeting is Wednesday 5th June 2013, 7.30pm in the Orchard Centre.

M Lacey
5th June 2013

APPENDIX A - MATTERS ARISING/OUTSTANDING ACTIONS

Matters Arising Meeting 1st May 2013

Reference	Description	Action/Status	Closed
05/13/17	The clerk has been informed by a member of the public that an application for the erection of a wind turbine has been submitted. We have not had notification of this from MDDC yet, however the member of the public is suggesting a joint meeting between parishes. It was agreed that the clerk should ask the member of the public to advise us of any meeting that is arranged. Once the notification has been received the clerk is to ask MDDC for an extension of the comment deadline so we can discuss this at our 5 th June meeting.	Action: Clerk	
05/13/22	Cllr Burrows has passed on some concerns in his absence. There is already a problem with the new residents of Ambrosia Close crossing the road over to the Petrol Station. Cllr P Heal thought that it would be very unlikely for a crossing to be put into place but he will talk to highways about some road safety talks with children.	Action: Cllr P Heal	
05/13/23	Cllr Lacey wishes to thank MDDC for the fantastic work on the dry stone wall at Prospect Way. Clerk to forward this on to Nick Sanderson at MDDC.	Action: Clerk	

OUTSTANDING ACTIONS

Reference	Description	Action/Status	Date Closed
04/13/02	There is a pot hole within the pavement outside 24 Orchard Way. The clerk will report to Highways.	Action: Clerk	
04/13/03	There is a pothole at Kelland Hill. Clerk to report.	Action: Clerk	
02/13/01	Our MP Mel Stride is now involved with the changes being made to Lapford Primary School and thinks the Academy have a case to answer with the way the consultation was dealt with. The clerk is to chase the financial figures and projections as these still have not been received from the Academy. <i>Mtg 05/13: A group of Parents are pushing forward petitions etc. A letter from the PC is to be sent to the Academy, requesting a meeting on 9th or 14th May.</i>	Action: Clerk	
04/13/10	Cllr Burrows raised concern about No 3 & 4 Barris. No 4 is a Council property and has had a ramp installed. It is now causing water run off problems for No 3 which is a privately owned property. Drainage work is not thought to have been done. Clerk to write to Mary Sargent at MDDC Housing, and copy in Cllr Eginton. <i>Mtg 05/13: MDDC have attended and are looking into this.</i>	Action: Clerk	
04/13/11	Cllr C Heal questioned the use of the Orchard Centre and how the village may be able to use the meeting room. Would it be possible for the Victory Hall to hire out the room so that we support the Victory Hall as well as put the room to better use? It was thought this could be a good idea, but we should get the views of Parish Councillors not present. Cllr Burrows offered to talk to Edwin Passmore. Clerk to add to agenda. <i>Mtg 05/13: It was agreed this was a good idea although the logistics will need to be thought through</i>	Action: All	
03/13/07	Village Centre - Steve Keable joined the meeting to discuss Lapford village centre. Steve advised that at Lapford Looking Forward's last meeting, building assets were discussed and how they are currently being used. The Youth Club needs £200,000 spent to bring it back to a good state. The future sale of Mr	Action: Cllr Lacey	

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	Manning's land at the centre of the village was mentioned and whether this could potentially be used to build a new village asset. Cllr Lacey to write to Mr Manning asking whether he would consider this.		
12/12/25	Highways - Cllr Burrows reported that the road between Lapford Mill and the bridge is cracking and subsiding at the sides. <i>Mtg 03/13: Highways will look at Mill Hill subsidence.</i>	Action: DCC	
12/12/26	Sandbags - Cllr Burrows also asked if sandbags were available for the properties in the village that could be liable to flood. Cllr P Heal asked if the village could store some centrally. Cllr Eginton advised that sand bags were available free of charge from MDDC although only to properties that could experience flooding problems. Cllr P Heal offered to speak to Paul N Williams at MDDC.	Action: Cllr P Heal	
12/12/31	A377 Property - Cllr Doe showed concerns about the new build near her home and the way that water is flowing off of the site and out across the A377. There appears to be a drainage problem and there are concerns about the water freezing and causing safety concerns. The clerk is to write to Highways. <i>Mtg 01/13: Clerk to write to Estate Agent, Planning Dept and Highways. Mtg 02/13: This is now being looked at although it is not yet resolved.</i>	Action: Clerk	
11/12/07	BT Connection - Agreed to pursue BT for the connection of a phone line to the Orchard Centre. BT had previously quoted £1000 to put in a pole. It was agreed that we should write to BT and copy in Mel Stride for support. <i>Mtg 02/13: Clerk to chase. Mtg 03/13: BT have quoted £990 for a phone line but did not inform of the engineers visit. The clerk is awaiting response to her query on the need for a pole.</i>	Action: Clerk	
10/12/24	A377 Hedges - Cllr Wensley raised concerns about the overgrown hedges along the A377 by Popes Wood. After discussion it was agreed the clerk would contact Caroline Noon to get advice on who owns this land. <i>Mtg 11/12: The clerk has tried to gain contact details of the land owner with no success. Mtg 12/12: Clerk to pass info from Caroline Noon onto Cllr P Heal. Mtg 01/13: Clerk to write to Western Power & BT. Mtg 02/13: Work is due to start on the trees. Mtg 03/13: Cables are BT phone lines, clerk to chase BT. Mtg 04/13: BT will not look at this unless there is a fault caused.</i>	Action: BT	
09/12/04	Bus Shelter Glass - <i>Mtg 10/12: It was agreed that we should claim for reinforced glass through our insurers. Mtg 12/12: Claim has been put in. Crime ref no is needed. Mtg 01/13: Clerk to look back at emails and come up with a date and time. Mtg 02/13: Clerk to chase insurers. Mtg 03/13: MCA windows have been given the go ahead following confirmation from our insurers. Mtg 05/13: Clerk to chase</i>	Action: Clerk	
09/12/37	Section 215 Notices - Cllr Heal has become aware through planning committee meetings, of a section 215 notice, where owners are told to tidy up sites. This could be used for the site between Heathfield and Weavers Cottages and the Yeo Vale. Clerk to speak to Jonathan Guscott at MDDC. <i>Mtg 10/12: Cllr Eginton to chase. Mtg 11/12: Planning Enforcement will look at this site, with a plan to serve a 215 notice. Mtg 02/13: The part-built property is expected to submit a new planning application shortly</i>	Action: MDDC	
08/12/21	Bus Stop - Cllr Lacey raised concerns about the safety at the bus stop at the top of Mill Hill. Cllr Lacey offered to place an item in the Lookout asking for parishioner's thoughts. <i>Mtg 11/12: Several responses have been received, all against the removal of the bus stop. Although most acknowledge the safety concerns in the area. Mtg 12/12: We need to address the safety issues. Clerk to speak to Highways. Mtg 03/13: Bob King recognises the need for improvements but has to wait until the accident investigation has ended.</i>	Action: Clerk	
01/12/03	Dog Barking - An MOP has complained about the noise of barking dogs between 2.00 & 4.00pm 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 08/12:</i>	Action: Clerk	

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	<i>A MoP from Orchard Way has offered to assist with this. Clerk to pass this information on to Gordon McGovern. Mtg 11/12: Clerk to chase. Mtg 01/13: Clerk to chase Gordon McGovern. Mtg 03/13: Chase</i>		
11/11/01	Parish Council Improvement Measures - 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. Mtg 08/12: Standing Order and Code of Conduct have been agreed. Mtg 12/12: This is to be pushed forward in 2013. Mtg 01/13: Meeting arranged for 22 nd January 7.30pm.	Action: All	
09/11/17	Councillors Responsibilities - Areas of councillor responsibility were discussed and it was thought that each area almost needed a job description. Mtg 10/12: Cllr have sent draft copies. Clerk to type and put these together. Mtg 01/13: Clerk to send around most up to date version and put on next agenda.	Action: Clerk	
07/11/31	Moorland View Light - The light at Moorland View is still causing a nuisance to a resident. Mtg 12/11: A&J has recommend we remove this light and replace with low level lighting instead. Mtg 03/12: Mrs Dudderidge is not happy to connect any other fittings. Clerk to ask DCC about connecting to their supply. Mtg 08/12: Clerk to chase, Cllr Rushbrooke to look at the cost of solar lighting. Mtg 12/12: Cllr Lacey to speak to Ralph Glass about a potential new electricity source. Mtg 02/13: Cllr P Heal to look at solar lights	Action: Cllr Lacey and Cllr P Heal	
06/11/23	PAYE - The clerk advised of new PAYE responsibilities regarding the clerk's income. The Parish Council will need to register with HMRC. Mtg 08/12: Cllr Lacey has sought advice and hopes to push this forward	Action: Cllr Lacey	
05/11/14	A377 Road Surface - Clerk to contact Highways about the patchy area of road along the A377 near Lapford Woodhouse. Mtg 03/12: Will be patched until resurfacing in 2014. Mtg 10/12: The road has been marked out as though work may start soon. Cllr Lee had no update but will chase this. Mtg 03/13: This has been patched and will be resurfaced this summer	Action: Cllr Lee	
06/10/07	Road Markings - There has been no action on road markings as promised in Meg Booths 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 12/12: Highways have advised that there is still road surface issues	Action: Clerk	
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. Mtg 04/11: Meg Booth has sent an e-mail to say that pedestrian signs will be installed both sides of the station. 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 locations as they have now been erected.	Action: Cllr Lee	

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