

PARISH COUNCIL MEETING

Held on Wednesday 1st November 2017 at the Orchard Centre

MINUTES

Present

Councillors – Hemsworth (Chairman), Briant-Evans (Vice Chairman), Cllr Phillips, Cllr Doe, Cllr Graham, Cllr Heal Cllr Clinch, Cllr MacLellan Cllr Wensley, Cllr Eginton & Cllr Squires+ Clerk.

13 MOP

Apologies. Cllr Burrows.

01/11/17. Minutes of the last meeting Ref 10/17 for signing – These were signed after three amendments were made at 05/10/17. that the Parish Council “holds the title” to the Youth Club site as Custodian Trustee and does not own it; ownership is with the Youth Club Management Committee.

The minutes were then agreed by all present.

Proposed – Cllr Graham

Seconded – Cllr Briant-Evans

02/11/17. Declarations of Interest

Cllr Briant-Evans, Personal - Youth Club, Burial Ground

Cllr Hemsworth, Personal - Youth Club

Cllr Graham, Personal – Burial Ground

03/11/17. Open Forum for members of the public

Mr Steve Keable – Chairman, Lapford Youth Club Management Committee

A report was produced and circulated to members regarding the status of the YCMC. It was stated that a report concerning the status & obligations with regard to the YCMC had been tabled at the PC meeting on 5th May 2016. This had not been recorded in the minutes of that meeting. Mr Keable now requested that the report should form part of these minutes. A copy of the report is annexed.

04/11/17 Matters Arising

a. Church Clock The circuit board has been repaired by Kirk Radio for a charge of £86. Cllr Graham provided a receipt. Cllr Graham will contact Cumbria Clocks to arrange re-fitting.

b. Seat at Eastington – A temporary bench has been put in place. The cost of a new bench was raised; this would be £165. This would be progressed for the December meeting. Cllr Philips would investigate the memorial Plaque for Bill Phillips.

c. Time Lock on OC Toilet. – MDCC have not replied. Cllr Graham has been asked for further details of the door and existing lock by a lock wholesaler. To be progressed.

d. s.106 funding for Village Hall – the Clerk has been asked for more information by MDCC. This request has been passed to the Victory Hall Committee for consideration.

e. PAT Testing and a full electrical safety check for Orchard Centre – The Clerk has arranged this; it will hopefully be undertaken within the next 2 weeks.

f. Road from Football Club to Nymet Rowland – the Clerk has reported the condition of the road to Highways. Cllr Squires was asked to investigate this at her next Highways meeting with Steve Tucker.

g. Archive Material at Lapford Primary School – Cllr Hemsworth is to make contact with the School about retaining selected works.

i. DAA Night Landing – No Terms and Conditions for receiving the Grant had been signed at the start of the project. The Clerk is to meet with Terry Pullen of Chulmleigh Academy to obtain the Estates Manager’s signature to enable the PC to receive the Grant.

j. Burial Ground – Cllr Heal has been informally speaking to land owners within the Parish about other suitable land. No **positive** response has been received. It was agreed that Simon Trafford would be asked about Planning advice for the site at Edgerley Cross. Cllr Hemsworth to speak with MDDC. Test Digs would take place soon.

5/11/17 Approval of Standing Orders

a. To consider & accept the updated Standing Orders for Lapford Parish Council.

It was noted that individual changes had been made to the standing order as permitted to suit Lapford requirements. These will be published on the website.

The model Standing Order produced by the NALC was adopted by the Council after agreement from all members. All in favour.

Proposed – Cllr Hemsworth

Seconded – Cllr Briant-Evans

b. To consider & accept the updated Financial Regulations for Lapford Parish Council.

It was noted that individual changes had been made to the Financial Regulations as permitted to suit Lapford requirements.

The model Financial Regulations produced by the NALC was adopted by the Council after agreement from all members. All in Favour. These will be published on the website.

Proposed – Cllr Hemsworth

Seconded – Cllr Briant-Evans

The clerk noted that Petty cash had been previously agreed at £200. This change could be made after adoption of the regulations.

Proposed - Cllr Graham

Seconded - Cllr Briant-Evans

The Clerk also noted that Budgeting for 2017/18 is to be considered from December onwards. It was felt that the Chair and other members would consider this jointly.

6/11/17. Parish Council Asset Inspection report

Cllrs MacLellan and Graham undertook the Asset Inspection. This was circulated to all members prior to the meeting.

Cllr Graham specifically commented on the burn damage to the polycarbonate glazing of the bus shelter at the Industrial Estate. Discussion took place on the potential repairs. The costs involved in repairs / maintenance work required for Parish Council assets would be considered further at the December meeting and incorporated within a Budget for the January 2018 meeting.

7/11/17. Proposed Uses / Regulations for Orchard Way Car Park

MDDC previously published their rules regarding parking at the OC Car Park.

It was considered relevant to use these as a template for agreement.

Members noted that it would be difficult for the Parish Council to undertake any enforcement action against individuals who miss use it.

Cllr Wensley' would photograph the signage at the site that already exists to be reported on in December.

The Clerk was asked to consider if By-Laws have to be considered by the Parish Council at any stage in relation to the Car Park.

8/11/17. Uses of Adopted Telephone Box – Moorland View

No formal decision was made on the use for the Phone Box at Moorland Way. A book exchange was mooted.

Cllr MacLellan offered to paint the phone box. The Clerk will supply the paint.

9/11/17. Youth Club Committee

The YC building remains unsold.

The Chairman had been in contact with the DALC regarding the acquisition of Legal Advice as agreed in October. The Chair read the reports from two DALC officers concerning the status of the Youth Club, its Management Committee, its Constitution, its relationship with the Parish Council and the rights in terms of disposal of any funds raised. These both confirmed that the decision taken by the Parish Council at its April meeting (minute **07/04/17 b**) was correct in charity law and in practice. This was agreed and accepted by all Councillors present without dissent.

In summary

1. The Parish Council acts as Custodian Trustee and holds the title deeds on behalf of the Youth Club Management Committee, but has no ownership of the site or any rights to proceeds from its sale except should the Youth Club Management Committee disband themselves, but would then still be bound by the principles in the Youth Club constitution
2. The Youth Club Management Committee, being still active, is the Management Trustee and legal owner of the site and can dispose of any proceeds as it sees fit, but only in accordance with its constitution

That constitution precludes the external disposal of funds in any way other than to a registered charitable body having similar aims and objectives, including the provision of facilities for young people.

It was proposed that in future the Parish Council should meet as Custodian Trustees of the Youth Club in a separate forum, as happens for the Church Green, and all matters relating to the Youth Club would be discussed there, not in Parish Council

10/11/17. Regeneration Committee

There was a proposal for the village website and the regeneration committee were asked if a budget figure of £900 - £1000 could be considered.

It was felt that this needs to be progressed. The monies requested would be for the setting up of the website, training and development of the site for groups within the village.

It was thought that 'Calor' & Locality Funding from DCC could contribute to the costs. Cllr Squires offered £100 from her Locality Budget.

It was felt that any contribution from relevant sources of funding would assist and a final decision would be made in December.

11/11/17. Police Report

A summary of 'police called' incidents within the Parish was provided by Cllr Wensley. This will be published within the Lapford Lookout.

12/11/17. TAP Application 2017/18

No decision is made on this point. All information on the TAP fund held by MDDC will be distributed to members again for consideration. It was noted that Round 2 of the application process runs to the 31st March 2018.

13/11/17

Dog Fouling and Speeding Proposals involving Lapford Primary School.

Cllr Hemsworth proposed a competition to involve Lapford Primary School in designing a poster that could be used to warn others about dog fouling. It was also thought that Speed Awareness Posters could be designed as well.

A prize would be offered by the Parish Council.

The idea received support and further investigations were to take place. Cllr Hemsworth would liaise with the School on the matter.

It was suggested that the Schools Officer at DCC be informed if the project progresses.

Advice from the Dog Warden at MDDC would also be sought.

14/11/17. Finance

Current account – £8,230.46 (23/10/17)

VAT recovery of £1640.87 was paid after the agenda produced.

Savings account - £4,915.71

Loan stock - £983.98 – Update from Cllr Heal.

A report on nature of this money was provided by Cllr Heal. It was noted that the money had been held for over 75yrs after the sale of Vine Cottage.

At present, it was felt this money was earning a good rate of interest for the PC.

Cllr Heal will pass the documentation on this Loan Stock to the Archive.

a. Payments to be agreed

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| a. Clerk | 30 @ £10.09 £302.70 |
| | Working from home allowance (4.33 x 4) – £17.32 |
| b. SWW | Orchard Centre and PC water - £44.53 |
| c. MDDC | Grass / Verge Cutting - £192 |

The above payments were approved by all members.

Proposed – Cllr Hemsworth

Seconded – Cllr Graham

Cllr Graham raised a point of order on accounting for certain costs, which will need to be taken forward in a Part 2 discussion

b. Future Purchases to agree

Christmas Tree – Derek Pleace will be asked to provide the Christmas Tree for the Village. Cllr Hemsworth to progress.

Donation to Royal British Legion – Traditionally the Parish Council donated £30 and this was agreed to continue.

This payment was agreed by all members.

Proposed – Cllr Hemsworth

Seconded – Cllr Graham

15/11/17. Planning

Ref - 17/01577/FULL

Address - Maranden Lapford Crediton Devon EX17 6QT

Description - Change of use from residential garden to an area to display the sale of cars

Web Link - <http://planning.middevon.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=OX1LBKKS04G00>

It was considered in principle to raise no objections to the application. Conditions were discussed. It was felt that conditions need to be placed on the development regarding:

- a. Parking provisions for those wishing to look at the cars for sale. The Filling station could not handle more traffic and traffic may spill onto the A377.
- b. Visibility from the junction onto the A377 next to the proposed development needs to be considered. It was noted that Highways had provided further comments here.
- c. The amenity space around the building would be significantly reduced for any future occupants. Could a Temporary Permission be granted to the applicant by MDDC? Monitoring of the situation could be considered to iron out any issues.

Ref - 17/01549/FULL Contact: Joanne Halton Principal Planning Officer

Address - Land at NGR 275604 110921 (The Courtyard, Broomsmead) Lapford Devon Site Vicinity

Description - Formation of extension to existing sand school arena

Web link - <https://planning.middevon.gov.uk/online/applications/applicationDetails.do?activeTab=summary&keyVal=OWVRMDKS07T00>

Members of the council did not raise any objections to the application.

16/11/17. District and County Councillor's report

a. Cllr Clive Eginton (District) - The Annual State of the District Debate takes place on the 6th November 2017. The Police & Crime Commissioner will make a presentation on the future of policing in the MDDC area

MDDC report that recycling has hit 53% within Mid Devon. This is a good figure and well ahead Exeter's rate of recycling of under 30%.

b. Cllr Margaret Squires (County) - Meg Booth has been appointed Head of Highways and Environment within DCC.

A brief outline of continuing work on the Children's Service Committee and Health and Wellbeing committee was provided.

17/11/17. Correspondence

a. Devon Highways 24/10/17. Temporary Traffic Notice - Barris House to Orchard Cross, Lapford (TTRO1722929) 15th – 17th November 2017 (both dates inclusive) & 21st November 2017 (both dates inclusive)

b. Mr R Kercher 17/10/17. Data Protection Training.

c. Cllr Graham (on behalf of a MOP) 17/10/17, Hedging near Orchard Centre.

This will be inspected

on the Litter pick for further reporting.

Community Payback scheme may be relevant in providing manpower.

18/11/17

Member statements

Cllr Heal – He will purchase the Bench as discussed. **see note above at 4/11/17 b**

He will also be attending the State of the District Debate.

Cllr Phillips – She will provide a memorial plaque as discussed.

Cllr Graham – The HOLD annual report and accounts were published in the Lapford Lookout and copies had been circulated to all Parish Council members for information

A redundant wooden Western Power pole is lying in the verge at Moorland View . Cllr Graham will enquire whether a neighbour has requested it be left for his use

Cllr Hemsworth – The Litter Pick takes place on the 4th November.

Cllr Briant-Evans – Can an audio recording of the meeting take place In order to improve the accuracy of the minutes. Cllr Wensley offered to bring a suitable device to the next meeting.

There were no further topics for discussion and the meeting concluded at 9.50pm.

Next Meeting – **6th December 2017**

Deadline for agenda submission requests – **Midday 29th November 2017**