

**MINUTES OF LAPFORD PARISH COUNCIL MEETING
HELD ON WEDNESDAY 6TH FEBRUARY 2013, 7.30PM
IN THE ORCHARD CENTRE, LAPFORD
REFERENCE 02/13**

Present: Cllr Lacey, Cllr Briant-Evans, Cllr Burrows, Cllr P Heal, Cllr Wensley, Cllr C Heal, Cllr Doe, Cllr Eginton (District Cllr), Cllr Lee (County Cllr), Laura Mackie (Clerk), 6 Members of the Public

Apologies: Cllr Clinch

CHULMLEIGH ACADEMY TRUST

02/13/01 Mike Johnson and Jon Pratt were introduced to the meeting. Mike informed of proposals to amend the class structure at Lapford Primary School, which would mean that year 6 pupils from Lapford and East Worlington Primary were bussed to Chulmleigh Primary. The idea was that it would benefit the pupil's development and transition up to Secondary School. There are also financial gains. The current running of the school is not sustainable and standards need to be raised in a short timescale. Councillors informed that there are real concerns from parents, and some are threatening to remove or not send their children to Lapford Primary. Long term this could have a devastating effect, as numbers are already low. It was suggested that parents could visit the school, which may relieve some of their anxieties. Cllr Lee advised that funding is only getting tighter which makes the future even more worrying. Devon County Council are hugely concerned about the County-wide problem and the impact on rural areas. Cllr Lacey thanked Mike Johnson and Jon Pratt and they left the meeting.

Cllr Eginton has great concern about the numbers at Lapford Primary and believes the original November proposal would have far less impact and disruption to children. It was agreed we should ask Mel Stride to become involved and a public meeting is to be held on Friday 22nd February at 7.30pm in The Victory Hall. Clerk to invite Mel Stride, book hall, send details to the school newsletter, upload consultation documents to the website and publicise the extra meeting. **Action:**
Clerk

OPEN FORUM

02/13/02 A MoP asked if the website could be updated with the latest minutes. It was thought we could add the summary given to the Lookout and then replace with agreed minutes. **Action:**
Clerk

02/13/03 An MoP raised concerns about two long periods where the majority of the village had no street lighting. Following a recent fundraising event a villager had fallen on her way home. There were another two similar incidents when the street lights were out. Cllr Burrows has spent a long time trying to get answers from Devon County Council and suggested we should write to complain and place their contact number (01392 383329) in the Lapford Lookout, should anyone wish to make a claim. **Action: Clerk**

UPDATE FROM CREEDY LAG MEETING

02/13/04 Cllr Briant-Evans advised that The Community Safety Partnership Annual Conference is being held on 10th April at Broadclyst. 1 place has been booked.

02/13/05 A 'Community Have Your Say' event is being held in Lapford on Thursday 14th March. It was agreed that the Orchard Centre could be used for this. The Police, Fire Service etc. will be making their way around the village on this day.

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ARRANGEMENTS FOR THE LAPFORD REVEL

02/13/07 Cllr Briant Evans advised of the dates of the Lapford Revel 2013. Thursday 4th July will be the opening, and Cllr Briant-Evans asked if the Orchard Centre could be used to allow Children to get changed. All agreed. A £400 grant has been received for maypole tuition and so the committee will not be asking the Parish Council for any contribution.

UPDATE FROM LAPFORD YOUTH AND PLAYING FIELD TRUST

02/13/08 Cllr C Heal advised that the committee are trying to get together documents concerning a handover between Lapford & District Social Association and Lapford Playing Field Trust. These documents are needed to complete the Fields in Trust Application. A fundraiser is hoped to be organised for 11th May which coincides with the signing of the deeds. A vintage style fair has been decided. The date of the next meeting is Tuesday 19th February, 7.30pm in The Orchard Centre. Cllr Eginton advised that MDDC are looking to hand over some of their play areas to Parish Councils. This would include Lapford. This coincides well with our plans and Adrian Cooke at MDDC would no longer need to be consulted.

COUNCILLORS DUTIES AND RESPONSIBILITIES

02/13/09 This was decided to be added to next months agenda due to the time constraints of this meeting.

IMPROVEMENT MEASURES

02/13/10 Cllr Lacey advised that a small group had been working to get a Grievance and Disciplinary Procedure for Employees in place, and the documents had been sent around to councillors before the meeting. Cllr P Heal proposed these be adopted. This was seconded by Cllr Doe and all agreed.

MATTERS ARISING

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

10/12/24 The clerk has been informed that work to trim trees around overhead cables along the A377 at Popes Wood, would be started but it was unsure whether it had been completed. Cllr Wensley to check.

12/12/31 The clerk has been informed that Reg Willing, enforcement officer at MDDC would be looking at the drainage issues at the Old Gospel Hall. Cllr Doe advised that it is being looked at but the problem is not resolved.

01/12/03 Gordon McGovern needs clarification about the dog barking problem. It was confirmed that the dogs are at 5 Church Close.

12/12/25 Bob King from Highways has sent around an update on some village concerns. The patching he proposes for Kelland Hill is not thought to be sufficient. Bob advises that the drains on Kelland Hill will be jetted, the land slip on Mill Hill will be cleared although is really the responsibility of the landowner, the subsidence by the Mill will be investigated, and the remaining re-treading will be done in February. The clerk is to chase a village walk-around with Bob King and Councillors.

FINANCE

02/13/11 A Southern Electric payment of £24.62 has been debited from the current account.

02/13/12 T&G Garden Maintenance have quoted a total of £530 for the village grass cutting for the year which remains the same as last year. It was thought we should place a note in the Lapford Lookout before agreeing to this quote. **Action: Clerk**

02/13/13 **Account Balances**

	Current Account	£2659.32
	Savings Account	£5951.83
	Loan Stock	£283.98
02/13/14	Payments to be agreed	
	Clerk	£196.23
	2 nd Payment to G Heal	£620.05 (already agreed)
	<i>It was agreed these invoices should be paid</i>	

02/13/15 The clerk asked if we wished to make donations to the local churches now that we have received the cemetery grant from MDDC. It was agreed we should make the same payments as last year; £200 to Lapford Congregational Church and £340 to Lapford PCC.

PLANNING

- 02/13/16 REF 12/01575/FULL – Planning application approved for the erection of a roof to form a covered yard at Lower Nymet Farm, Lapford.
- 02/13/17 REF 12/01617/CAC – Planning application withdrawn for the demolition of a barn at Lower Town Place, Lapford.
- 02/13/18 REF 12/01635/FULL – Planning application approved for the construction of a roof to cover a slurry pit at Wheathaven, Lapford.
- 02/13/19 REF 13/00127/FULL – Details of a new application has been received for the installation of 2 air source heat pumps with underground pipes at West Great Hole, Lapford. This was discussed and there were no objections therefore Cllr Burrows proposed we should recommend approval. This was seconded by Cllr Wensley and agreed by all. Clerk to send comments on to the Planning Officer.

CORRESPONDENCE

- 02/13/20 South West Water have sent on their 25 year outlook for the future.
- 02/13/21 MDDC have sent their proposed Supplementary Planning Document regarding Parking Provision for new development. It was clarified that this detailed the amount of spaces per home in new builds along with other arrangements relating to parking. The plans seem sensible and the clerk is to respond. **Action: Clerk**
- 02/13/22 We have been sent details of a cycling event being held at Yeatheridge Farm Caravan Park. There could potentially be up to 500 cyclists on the roads around and through Lapford on Sunday 19th May. Clerk to send this information on to the Lapford Lookout team. **Action: Clerk**
- 02/13/23 MDDC have sent on details of their Annual Monitoring Report for 2011-12. This has been sent around to Councillors for their information. The full report is on the MDDC website.
- 02/13/24 DALC are taking nominations for a Buckingham Palace Garden Party being held on 6th June 2013. We can nominate our Chairman and DALC will draw four names from a hat. Clerk to forward this nomination. **Action: Clerk**
- 02/13/25 The Clerks and Councils Direct January Newsletter has been received.
- 02/13/26 The Devon Best Kept Village Competition has been launched. Cllr Briant-Evans offered to take this to the Next Steps meeting tomorrow evening.

ANY OTHER BUSINESS

- 02/13/27 Cllr Eginton advised that Reg Willing at MDDC is speaking to the owner of the part built property next to Heathfield. A planning application will hopefully come forward in the next few months.
- 02/13/28 Cllr Wensley showed concern about recent reports of attempted abductions around Yeoford and Sandford. Cllr Heal confirmed that these reports are correct. It was thought that we

should ask the Primary School to place something in their newsletter and we should inform Paul Stanbury who helps to run the Big Blue Bus. **Action: Clerk**

02/13/29 Cllr Doe advised that she is not getting far with the Patient Participation Group at The Health Centre. The meetings are not structured and vocal attendees tend to rule the meeting. Cllr Eginton suggested we should invite the Centre Manager to a Parish Council Meeting. Cllr Doe is to speak with her. **Action: Cllr Doe**

02/13/30 Cllr Burrows expressed his thanks to Edwin Passmore for his help with taking down the Christmas Tree.

02/13/31 Cllr Briant-Evans advised that there is a next-steps committee meeting being held tomorrow at the Orchard Centre.

02/13/32 Cllr Briant-Evans asked if there was any further news from BT. The clerk advised that Mel Stride's office had responded to say they were contacting BT but nothing has yet been heard from BT. Clerk to chase. **Action: Clerk**

02/13/33 It was asked if there were any further developments with the light at Moorland View. Cllr P Heal offered to look at Solar Powered Street Lighting. **Action: Cllr P Heal**

02/13/34 Cllr C Heal asked if the Parish Council would be willing to pay for the estimated £40 Land Registry cost for the Playing Field. Cllr P Heal proposed the Parish Council should offer a £100 loan to the committee. This was seconded by Cllr Doe and agreed by all. Clerk to arrange.

02/13/35 Cllr P Heal advised that moves to electronic consultation on planning applications is not likely to go ahead any time soon due to difficulties with implementing the changes at MDDC.

02/13/36 Cllr P Heal advised that some Parish Councils are looking at Neighbourhood Planning. A neighbourhood plan would become an adopted planning policy and would really help the Parish has more say in planning applications in the village. It would require a lot of work, however there are great benefits including a higher entitlement to funding. MDDC are willing to come and do a presentation if we require.

02/13/37 Cllr Eginton advised that the budget process is coming to a conclusion. It will go to full council meeting and then precept decisions will be made.

The meeting then moved into Part Two.

There were no other items to discuss therefore the meeting was closed at 10.20pm. The date of the next meeting is Wednesday 6th March 2013, 7.30pm in the Orchard Centre, Lapford.

A. Lucas
6th March 2013

APPENDIX A - MATTERS ARISING/OUTSTANDING ACTIONS

Matters Arising Meeting 6th February 2013

Reference	Description	Action/Status	Closed
02/13/01	Proposals at Lapford Primary School to send year 6 pupils from Lapford and East Worlington Primary to Chulmleigh Primary were discussed. There are huge concerns for the future of the school. It was agreed we should ask Mel Stride to become involved and a public meeting is to be held on Friday 22 nd February at 7.30pm in The Victory Hall. Clerk to invite Mel Stride, book hall, send details to the school newsletter, upload consultation documents to the website and publicise the extra meeting.	Action: Clerk	
02/13/03	An MoP raised concerns about two long periods where the majority of the village had no street lighting. Following a recent fundraising event a villager had fallen on her way home. There were another two similar incidents. Cllr Burrows suggested we should write to complain and place the DCC contact number in the Lapford Lookout, should anyone wish to make a claim.	Action: Clerk	
02/13/12	T&G Garden Maintenance have quoted £530 for the village grass cutting for the year which remains the same as last year. It was thought we should place a note in the Lapford Lookout before agreement.	Action: Clerk	
02/13/28	Cllr Wensley showed concern about recent reports of attempted abductions around Yeoford and Sandford. It was thought that we should ask the Primary School to place something in their newsletter and we should inform Paul Stanbury who helps to run the Big Blue Bus.	Action: Clerk	

OUTSTANDING ACTIONS

Reference	Description	Action/Status	Date Closed
01/13/12	MDDC have written with regards to planned changes to consultation on planning applications to make savings. It is proposed that from April, applications made electronically will be consulted on electronically. Councillors highlighted that we currently do not have the internet access or equipment to view applications in the Orchard Centre. Cllr Lee offered £500 towards the cost of connecting to the internet but the clerk is to send on these concerns to MDDC. <i>Mtg 02/13: These changes are not now likely to happen so quickly. Merge action with 11/12/07 (trying to gain phone line connection)</i>	Action: Clerk	06/02/13
01/13/14	Cllr Clinch showed concerns about children on scooters and bikes, riding down the hill in the village and causing a few near misses with vehicles. Cllr Briant-Evans offered to speak with John Pratt at the school and the clerk is to place something in the Lapford Lookout to parents.	Action: Clerk and Cllr Briant-Evans	06/02/13
01/13/16	Cllr Lacey advised that the lighting in the main street has been out for several days. Report to DCC.	Action: Clerk	06/02/13
12/12/22	Health Centre Complaints - Cllr P Heal has received several complaints about the service provided at Wallingbrook Health Centre. Appointments cannot be made at certain times and phone conversations need to be conducted between doctors and patients to determine whether an appointment is required. Cllr Doe will take these concerns to the patient participation group. <i>Mtg 02/13: Cllr Doe informs that these meetings are unstructured and she struggles to make her points. Cllr Doe to invite the manager to a meeting</i>	Action: Cllr Doe	
12/12/23	Affordable Homes - The Parish Council have been invited to another site visit at the Ashlands affordable	Action: Cllr P	

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	homes development. It was agreed that Cllr P Heal could arrange this for early January.	Heal	
12/12/25	Highways - Cllr Burrows reported that the road between Lapford Mill and the bridge is cracking and subsiding at the sides. There is also an issue with the drains at Kelland Hill, which appear to be full of chippings and blocked. Cllr P Heal suspects whether the drain has collapsed. There were also concerns raised about the recent flooding. Cllr Burrows thought that if gulleys were cleared more regularly, then there wouldn't have been such a problem in many areas. Gulleys were being cleared after an area had flooded. The clerk is to ask Bob King at Highways if he could come out. <i>Mtg 01/13: Clerk to chase. Mig 02/13: Bob King has sent an update although clerk is to chase a village walk around.</i>	Action: Clerk	
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 MDCC although only to properties that could experience flooding problems. Cllr P Heal offered to speak to Paul N Williams at MDCC.	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. Mig 02/13: This is now being looked at although it is not yet resolved.</i>	Action: Clerk	
11/12/05	Public Toilet - Cllr Lacey advised that someone had broken the lock of the public toilet and items have been found in there to indicate the area was being slept in. Cllr Lacey had placed a deadlock on the door and was holding the key in the Post Office. The clerk has reported this to MDCC but Cllr P Heal is to chase MDCC. <i>Mtg 12/12: This is to be chased again. Mig 01/13: Clerk to chase. Mig 02/13: Clerk to chase</i>	Action: Clerk	
11/12/07	BT Connection - Cllr Briant-Evans asked if we could pursue BT for the connection of a phone line to the Orchard Centre. Cllr Lacey advised that 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. It was also agreed that we should ask Cllr Eginton if MDCC had any unrequired computer equipment. <i>Mtg 02/13: Clerk to chase</i>	Action: Clerk	
11/12/08	Kelland Hill - Cllr Briant-Evans advised that this lane has been resurfaced but the potholes were not filled before. The lane is now worse than before as you cannot see where the pot holes are. The clerk is to speak to Bob King at Highways. <i>Mtg 01/13: Clerk to chase. Mig 02/13: This is to be patched although Cllrs thought more extensive work is required.</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. Mig 12/12: Clerk to pass info from Caroline Noon onto Cllr P Heal. Mig 01/13: Clerk to write to Western Power & BT. Mig 02/13: Work is due to start on the trees</i>	Action: Clerk	
09/12/04	Bus Shelter Glass - <i>Mtg 10/12: It was agreed that we should claim for reinforced glass through our insurers. Mig 12/12: Claim has been put in. Crime ref no is needed. Mig 01/13: Clerk to look back at emails and come up with a date and time. Mig 02/13: Clerk to chase insurers.</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 MDCC. <i>Mtg 10/12: Cllr</i>	Action: MDCC	6/3/13

	<i>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>		
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 and Cllr M Lee</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: 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</i>	Action: Clerk	
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. <i>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 22nd January 7.30pm.</i>	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. <i>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.</i>	Action: Clerk	
07/11/31	Moorland View Light - The light at Moorland View is still causing a nuisance to a resident. <i>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</i>	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. <i>Mtg 08/12: Cllr Lacey has sought advice and hopes to push this forward</i>	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. <i>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.</i>	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. <i>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</i>	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. <i>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.</i>	Action: Cllr Lee	

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