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**MINUTES OF LAPFORD PARISH COUNCIL MEETING
HELD ON WEDNESDAY 6TH JUNE 2012
IN THE ORCHARD CENTRE, LAPFORD
REFERENCE 06/12**

Present: Cllr Lacey, Cllr Briant-Evans, Cllr Burrows, Cllr Heal, Cllr Janes, Cllr Doe, Cllr Overend, Cllr Garton, Cllr Eginton (District Cllr), Cllr Lee (County Cllr), 2 members of the public, Laura Mackie (Clerk),

Apologies: Cllr Rushbrooke, Cllr Wensley

MINUTES OF THE LAST MEETING

06/12/01 The minutes of the May 2012 meeting were read, amended, agreed and signed. Proposed by Cllr Overend, seconded by Cllr Heal and agreed by all.

OPEN FORUM

06/12/02 There was no items from members of the public.

MATTERS ARISING

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

05/12/01 The naming of the road for the new Ashlands development was discussed and councillors thought that Ambrosia should be incorporated. Cllr Heal proposed Ambrosia Close. This was seconded by Cllr Janes and all agreed. Clerk to advise. **Action: Clerk**

06/12/03 The footpath from Popes Lane in very overgrown. Cllr Burrows advised that this will be cut over the next few weeks.

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. **Action: Clerk & Cllr Lee**

07/11/31 The light in Moorland View was briefly discussed. Clerk to speak to a street lighting contact at Devon County Council about the possibility of connecting to a street light nearby. **Action: Clerk**

DIAMOND JUBILEE CELEBRATIONS

06/12/05 Cllr Briant-Evans distributed financial figures to councillors and advised that the committee look set to break-even. There are more mugs available. Cllr Lacey offered to sell these from the Post Office. Cllr Eginton thanked all those that helped in organising and on the day. The community came together and the Victory Hal was full. The Beacon was a success and many in the village came out. Cllr Briant-Evans thanked Cllr Eginton for coming out to the celebrations and for the committee for the hours put into organising the event. The beacon will now be stored and can be used at any future events. The next committee meeting is on 7th August. The Revel Committee are happy to purchase any leftover food and drink from the Parish Council. All agreed this was a good idea.

MATTERS RELATING TO LAPFORD CP SCHOOL

06/12/06 Cllr Briant-Evans advised that the Chulmleigh Academy Trust will be holding an Olympic Torch Relay and will be in Lapford on 13th June. Cllr Lacey is to receive the torch in the village. There will be a small circuit around Orchard Way for the school children and adult volunteers are being sought to run between villages. Cllr Janes and Cllr Doe offered support on the day. The school grounds will be open during the Horticultural Society's Open Gardens event on 30th June and 1st July. The School Choir will be opening this years Lapstock.

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PARISH PLAN

06/12/07 Cllr Lacey will email around the most recent information regarding the Parish Plan and this is to be discussed at the next meeting. Clerk to add to agenda. **Action: Clerk**

STATE OF EDGERLEY LANE

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. **Action: Clerk & Cllr Lee**

FINANCE

06/12/09 **Account Balances at 25/05/12**

Current Account	£4211.12
Savings Account	£8405.68
Loan Stock	£283.98

06/12/10 A number of payments were agreed between meetings and full details for the financial records have been given to the clerk.

06/12/11 **Payments**

Clerk	£177.38
Cllr Janes Expenses	£20.66
T Hill Grass Cutting	£26.70
Cllr Lacey Expenses	£40.22

Cllr Heal proposed these invoice be paid. This was seconded by Cllr Overend and agreed by all

06/12/12 The internal audit is now complete and the clerk is to send the audit on the The Audit Commission. **Action: Clerk**

06/12/13 Our insurance is due for renewal and Community First have quoted £518.06. Community First appears to be one the cheapest insurers for Parish Councils. They are offering a three year long term agreement at £492.17 annually for the next three years. This was discussed and it was agreed that we should take out the three year agreement. **Action: Clerk**

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. **Action: Clerk**

PLANNING

06/12/15 REF: 12/00535/FULL – New application for the change of use from agricultural to equestrian and erection of timber stables and barn at Popes Wood Stables, Lapford. Councillors raised concern about potential flooding on the site if a hard standing was put in place. There are already considerable problems to this effect at the site. There would be a knock on effect to the run off into the river and the environmental impact of this. There were also safety concerns around the entrance and the poor visibility from that entrance. On this basis Cllr Briant-Evans proposed we object to this plan. This was seconded by Cllr Doe and all agreed. Clerk to pass on comments.

06/12/16 REF: 12/00770/OUT – New application for the erection of two dwellings following the demolition of the existing building at Kier Ltd, Bridge Meadow Industrial Estate, Lapford. Cllr Briant-Evans made a brief statement on how the plans would help clear and improve the site and was a better use of the land, increasing the housing in Lapford. She declared her prejudicial interest and left the room. Cllr Heal agreed that the site would be vastly improved and it would be a relatively straight forward build, with no new entrances etc. being needed. Cllr Burrows proposed we

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recommend approval. This was seconded by Cllr Overend and agreed by all. Clerk to pass on comments.

06/12/17 REF: 12/00594/FULL – New application for the installation of a ground mounted photovoltaic array. Cllrs agreed how the proposal looked small and is well hidden; therefore Cllr Burrows proposed that we recommend approval. This was seconded by Cllr Overend and agreed by all. Clerk to pass on comments.

06/12/18 REF: 12/00775/ARM – Reserved Matters in respect of the materials used and appearance of works at Barris House. There were no objections. Cllr Overend proposed we recommend approval. This was seconded by Cllr Heal and agreed by all. Clerk to pass on comments.

06/12/19 REF: 12/00416/FULL - Application for the retention of ground mounted photovoltaic panels at Higher Town Place. This application has been granted permission.

06/12/20 REF: 12/00378/FULL – Application for the erection of extensions at Holmefield, Kelland Hill. This application has been granted permission.

CORRESPONDENCE

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**

06/12/22 A letter had been received from Chulmleigh Academy Trust regarding plans for the Olympic Torch relay. This had been mentioned before in the meeting under the school update.

06/12/23 A Parish Paths Partnership Newsletter has been received. Cllr Burrows has already received a copy.

06/12/24 The Lapford Revel Committee have written regarding the plans for the 2012 Lapford Revel.

06/12/25 Jon Pratt from the Primary School has written a letter of thanks for the donation towards Maypole Dancing.

06/12/26 MDDC have informed of a consultation on public involvement in the planning processes. Clerk to display this on the notice board.

06/12/27 Information has been received regarding a dog micro-chipping event. Cllr Lacey offered to put these in the Post Office.

06/12/28 The Audit Commission have written to inform that our 2012-13 audit will be completed by an external company. We have the right to object however it was thought this would be satisfactory.

06/12/29 Information and advice has been sent to us from the Community Safety Partnership regarding the current increased levels of rural crime. This was passed on to the Lapford Lookout team for inclusion in the next Lookout.

ANY OTHER BUSINESS

06/12/30 Cllr Overend offered to contact Bob King from Highways regarding the resurfacing at Eastington Lane.

06/12/31 Cllr Garton advised that he will be happy to take responsibility of the flag for the church.

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: Clerk**

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. **Action: Cllr Heal**

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. **Action: Clerk**

06/12/35 Cllr Burrows advised that South Western Housing have offered £400 of funding to the Football Club and will possibly supply a new kit for the next season.

06/12/36 Cllr Lacey passed on a thank you card from the clerk for her recent wedding gift.

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. **Action: Clerk**

06/12/39 Cllr Eginton advised that Moorland View will be resurfaced this month, and the new surface should last for 20 years.

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. **Action: Clerk**

There were no other items to discuss therefore the meeting was closed. The date of the next meeting is Wednesday 4th July, 7.30pm in the Orchard Centre, Lapford.

H Lacey 4th July 2012

APPENDIX A - MATTERS ARISING/OUTSTANDING ACTIONS

Matters Arising Meeting 6th June 2012

Reference	Description	Action/Status	Closed
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.	Action: Clerk	
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.	Action: Clerk	
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.	Action: Clerk	
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: Clerk	
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.	Action: Cllr Heal	
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.	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 MDCC.	Action: Clerk	
06/12/40	Cllr Eginton advised that a new Town and Parish (TaP) fund has been put in place between DCC and MDCC. 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.	Action: Clerk	

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OUTSTANDING ACTIONS

Reference	Description	Action/Status	Date Closed
05/12/01	The Parish Council have been asked for suggestions of a street name for the new Ashlands site and this is to be discussed at the next meeting. <i>Mtg 06/12: Ambrosia Close was decided</i>		06/06/12
05/12/05	Concern was raised about a footpath going through Westgate. Land belonging to the Butchers has been sold and the new owners want to take through a tractor. There were concerns about the footpath and whether it could get messy. Cllr Heal offered to look into this at MDCC offices. <i>Mtg 06/12: Cllr Heal cannot find anything however it was decided that the situation should just be monitored when the situation arises</i>		06/06/12
05/12/12	The clerk is to ask for the insurance to be carried over for a few days whilst we wait for the renewal documents to come through. <i>Mtg 06/12: The insurance was agreed</i>		06/06/12
05/12/18	Information regarding the new premises licence application for Lapstock has been received. There were no concerns, therefore Cllr Burrows proposed we pass on that we have no objections to MDCC. This was seconded by Cllr Briant-Evans and agreed by all.		06/06/12
05/12/21	The Devon Senior Voice newsletter has been received. It was thought it may be appropriate if this was sent on to the over 60's group. <i>Mtg 06/12: The clerk now has the correct address to send this on</i>		06/06/12
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</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</i>	Action: Cllr Lee	
05/12/31	Cllr Garton advised that the pre-school committee are concerned about speeding vehicle past the school. This has been raised before although it was thought that the clerk could write to Highways about reducing the speed limit by the school. Cllr Garton is to feed back to the school about the possibility of changing the gates to improve safety and putting a message out to parents in the newsletter. <i>Mtg 06/12: Cllr Garton has spoken with the school. No response received as yet from DCC</i>	Action: DCC	
04/12/02	Bengal Cats - It was agreed that the Parish Council would write to the owners, advising them of the complaints, and also to MDCC Environmental Health and requesting action be taken. <i>Mtg 06/12: The Parish Council have reported issues and it was decided to close this action and leave it with MDCC</i>		06/06/12
04/12/03	Wind Turbines - Councillors were requested to send their comments to the Clerk who would then write and submit a considered response. <i>Mtg 06/12: This has been actioned</i>		06/06/12
04/12/08	Cllr Doe said the gates on the Barris Footpath were not secure and cows had got onto the footpath making a mess of it and they also posed a hazard as once on the footpath they may be able to get onto the A377. Cllr Burrows to be asked to look into this. <i>Mtg 06/12: Cllr Burrows confirmed this is all now ok</i>		06/06/12
04/12/11	The Clerk has received the Annual Audit documents and is working on the return. <i>Mtg 05/12: Accounts figures have been agreed. Clerk to send on to internal auditor. Mtg 06/12: This is now ready to send off to the Audit Commission</i>	Action: Clerk	
04/12/15	Cllr Doe reported that the light near 'The Old Copper House' was not working. Clerk to advise DCC.	Action: Clerk	

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04/12/17	Cllr Janes reported that the YVCF were advertising the upstairs room in the old 'village store' for hire, which at a time when the Victory Hall is struggling for finance and had rooms for hire did not seem a very good idea. Cllr Lacey agreed to talk to YVCF. <i>Mtg 06/12: Cllr Lacey has spoken with YVCF and there has been letters and responses in the Lapford Lookout. It was thought this had been answered sufficiently.</i>		06/06/12
03/12/25	Cllr Burrows asked if a grit bin could be placed in the sheltered accommodation area of Prospect Way so 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</i>	Action: Clerk	
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</i>	Action: Cllr Eginton	
01/12/14	Cllr Doe reported that the 'Station' sign near the garage on the A377 was down. Clerk to advise DCC. <i>Mtg 02/12: Clerk to chase. Mtg 03/12: New pole is on order. Mtg 06/12 This work is now complete</i>		06/06/12
01/12/17	Cllr Burrows said the drains were blocked in Park Meadow, Cllr Lacey added that the drains were also blocked on Mill Hill. Clerk to write to DCC. <i>Mtg 02/12: Clerk to chase. Mtg 03/12: Due to be cleared in the next few weeks. Mtg 06/12: The drains are now clear</i>		06/06/12
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.	Action: MDDC	
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</i>	Action: Cllr Heal	
12/11/10	Potholes are re-forming at the Westgate junction. There is also a pothole forming near the Post Office and Highfield turning. It was thought this may be associated with a South West Water leak. <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.</i>	Action: Clerk	
12/11/25	Cllr Heal is concerned about works taking place at the Old Ambrosia Factory as he knows that parts of the building containing asbestos has been removed. Clerk to write to Jonathan Guscott at MDDC asking for him to attend the site urgently. <i>Mtg 01/12: More information required. Cllr Heal to supply. Mtg 02/12: Reg Willing is keeping an eye. Mtg 06/12: All has gone quiet at the site, Cllr Heal will keep an eye out.</i>		06/06/12
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	Action: Clerk	

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	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</i>		
09/11/04	Weeds growing from the kerbside have become quite a problem in Orchard Way. Clerk to contact DCC to ask if they can be sprayed. <i>Mtg 11/11: Letter has been sent. Mtg 02/12: Clerk to chase. Mtg 03/12: Weeds 'may be sprayed this next season'. Mtg 06/12: Weed spraying is unlikely due to DCC's cuts. These weeds are not likely to be sprayed unless they become a major problem.</i>	06/06/12	
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 sent to First Great Western. Mtg 11/11: Responses have been collated and 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 about possible grants that could be used to move the station.</i>	Action: Clerk	
09/11/16	The pavements that were resurfaced not all too long ago have begun to crack and break up. Clerk to email Bob King from Highways. <i>Mtg 11/11: Letter Sent. Mtg 02/12: Clerk to chase. Mtg 03/12: Bob King has advised that pavement slurry seal will settle.</i>		06/06/12
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</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. Clerk to look at how much was spent on Edwin Passmore previously. <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 which is hoped to be presented at the annual meeting. Mtg 06/12: Cllr Heal to arranged a plaque</i>	Action: Cllr Heal	
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</i>	Action: Clerk	
07/11/13	There is a cover missing from the halt sign near the trading estate/A377 junction. Clerk to report. <i>Mtg 09/11: Chased. Mtg 11/11: This sign has now been completely knocked down, clerk to report. Mtg 12/11, 02/12: Chased. Mtg 03/12: This is on order. Mtg 06/12: Clerk to chase</i>	Action: Clerk	
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</i>	Action: Clerk	

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	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	
06/11/10	There is a bad crack on the railway bridge which appears quite dangerous. Clerk to contact Railtrack. 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.	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. 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	Action: Clerk
05/11/04	Clerk to report the overgrown hedge at Nymet Road. 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: Clerk to chase Highways. Mtg 02/12: Chase. Mtg 03/12: Highways are writing to the resident	Action: DCC
05/11/14	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	Action: Clerk
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	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	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	Action: DCC
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	Action: DCC

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