

**MINUTES OF LAPFORD PARISH COUNCIL MEETING
HELD ON WEDNESDAY 6TH MARCH 2013, 7.30PM
IN THE ORCHARD CENTRE, LAPFORD
REFERENCE 03/13**

Present: Cllr Lacey, Cllr Briant-Evans, Cllr Burrows, Cllr P Heal, Cllr Wensley, Cllr C Heal, Cllr Doe, Cllr Clinch, Cllr Lee (County Cllr), Laura Mackie (Clerk), 3 Members of the Public
Apologies: Cllr Eginton (District Cllr),

MINUTES FROM THE LAST MEETING

03/13/01 Minutes from the February 2013 meeting were read, agreed and signed.

OPEN FORUM

03/13/02 There were no items raised.

COUNCILLOR RESPONSIBILITIES

03/13/03 It was decided that this should be brought forward and discussed at the AGM. The AGM and annual meeting were then discussed and it was decided that we need to arrange and invite village groups to the annual meeting next month. Cllr Lacey will book the Congregational Church Hall. *Action: Clerk and Cllr Lacey*

ANNUAL SERVICE OF CHURCH CLOCK

03/13/04 Smiths of Derby have sent a quotation for the servicing of the church clock. Last year we changed to The Cumbria Clock Company. Smiths of Derby have quoted £145 +VAT whereas last year we paid £155 +VAT with The Cumbria Clock Company. It was decided that the clerk should ask The Cumbria Clock Company to quote before a decision is made. *Action: Clerk*

LAPFORD COMMUNITY HAVE YOUR SAY EVENT

03/13/05 Cllr Briant-Evans advised of this event taking place on Thursday 14th March and being organised by The Community Safety Partnership. The Police, Fire Service etc. will be in the village between 1.30pm and 4.40pm and will be based around the Orchard Centre and School at leaving time. Cllr Briant-Evans is to contact Julia Ryder to ask about publication of the event.

LAPFORD YOUTH AND PLAYING FIELD TRUST

03/13/06 Cllr C Heal advised that there are low numbers on the committee and it would be great to see some new members. The Playing Field land is not registered with Land Registry which is holding up the QEII registration. The FA Cup final is being held on the day of the planned Vintage Fair and so there could be a change of date from 11th May 2013. Cllr C Heal has met with MDDC who have advised on gaining more quotes. Paul Tucker at MDDC is looking into funding avenues. There is a problem with the trusteeship and signatories for the Playing Field and it was asked whether members of the Parish Council should act as the trustees. It was agreed that this was the best idea as committee members change frequently. The next meeting is being held on Tuesday 26th March.

LAPFORD VILLAGE CENTRE

03/13/07 Steve Keable joined the meeting to discuss village buildings and 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

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back to a good state. The money the youth club makes is completely spent on insurance and there is no way any money can be put into maintaining the building. Steve suggested that representatives from village groups (like the Victory Hall, Youth Club, Parish Council, Churches) got together to discuss how we can get better use of the buildings from working together. The future sale of Mr Manning's land at the centre of the village was mentioned and whether this could potentially be used to build a new village asset. The current Youth Club building could be sold and money spent on a new building. It was agreed that Cllr Lacey would write to Mr Manning asking whether he would consider this proposal. **Action: Cllr Lacey**

MATTERS ARISING

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

03/13/08 Bob King from Highways has been out for a walk around the village and addressed many problems. The A377 has been patched and will be resurfaced during the summer. Kelland Hill drain clearance and potholes have been done. Bob King has completed a safety audit at the bus stop at Mill Hill. He acknowledges action is required, however whilst the accident is still under investigation no action can be taken. It is possible that road markings or signage can be looked into. The hedge outside of Ardea House is overgrown and Bob King has written to the owners. The road lifting at the Westgate junction from the main road is to be reported to Bob. **Action: Clerk**

10/12/24 Tree trimming has been conducted by Western Power but not to the side of the road that is causing most concern. Western Power have advised that those cables are BT phone lines. The clerk has already written to BT but will chase. **Action: Clerk**

11/12/07 The clerk advised of the current status of the BT phone line connection. Although BT promised we would be told when the engineer would visit, they have been to the Orchard Centre without advising and quoted £990 for connection. Laura is currently trying to get an answer from BT as to why a new pole is required. **Action: Clerk**

09/12/04 MCA Windows have acknowledged the go-ahead for bus shelter glass replacement. The invoice needs to be sent on to our insurers once received.

02/13/01 The consultation for the primary school proposals has ended and a decision will be made on 13th March. The Parish Council and Youth Forum and Playing Field Trust sent a response objecting to the proposals. Mel Stride has been informed and is supportive of the village.

02/13/03 DCC have responded to our complaint about the street lighting problems. There were significant faults with Western Power Distributions cable network and the repair of these faults lie in the hands of Western Power. Devon County Council have to trust that Western Power will repair the fault promptly. Cllr Burrows reported that Westgate and Prospect Way now have problems with their lights being on all day and night. Clerk to report this. **Action: Clerk**

FINANCE

03/13/09 The £500 grant towards phone line connection from Cllr Michael Lee has been received.

03/13/10	Account Balances	
	Current Account	£1743.04
	Savings Account	£5951.83
	Loan Stock	£283.98
03/13/11	Payments	
	Clerk	£229.63
	Victory Hall (Notice Board)	£25.00
	Victory Hall (Extra Meeting)	£11.00
	Chairman's Expenses	£30.69

Cllr Burrows proposed these invoices be paid, this was seconded by Cllr C Heal and all agreed.

03/13/12 The grass cutting tender was discussed and a notice was placed in the lookout. The clerk is to ask T&G how many cuts they have based their quote on. A decision is to be made at the next meeting. **Action: Clerk**

PLANNING

03/13/13 REF 13/00187/FULL – New application for the erection of a side and first floor extension at 35 Orchard Way. Cllr C Heal proposed we should recommend approval. This was seconded by Cllr Doe and agreed by all. Clerk to advise planning officer.

03/13/14 REF 13/00205/CAT – New notification of intention to fell 1 Walnut Tree within a Conservation Area at The Old Manor House, Court Barton. Cllr Burrows proposed we should recommend approval of this application. This was seconded by Cllr Briant-Evans and agreed by all.

03/13/15 REF 12/01782/FULL – Application approved for the erection of a dwelling at land adjacent to The Malt Scoop, Lapford.

03/13/16 REF 13/00127/FULL – Application approved for the installation of 2 air source heat pumps at West Great Hole, Lapford.

CORRESPONDENCE

03/13/17 Thank you letters from Lapford PCC and Lapford Congregational Church have been received for the cemetery maintenance donations.

03/13/18 A new premises licence application has been submitted for Lapstock 2013. The clerk is to respond to MDDC advising we are supportive of the event. **Action: Clerk**

03/13/19 Information regarding arranging the spring litter pick has been received. This was discussed and a date of Saturday 13th April was agreed. It was suggested that this could be made a village working day and work to the Orchard Centre could be completed. It was agreed to meet at the Orchard Centre at 10.30am.

ANY OTHER BUSINESS

03/13/20 Cllr Doe advised that she has tried to make an appointment to meet with the health centre manager, Eve Willis, to discuss concerns but has had no joy. There are still lots of complaints about appointment making and how difficult it is to get to see a doctor. It was agreed that we should invite the manager to our annual meeting to discuss the concerns. **Action: Clerk**

03/13/21 Cllr Briant-Evans advised that she and Juliet Doswell will be attending the Neighbourhood Plan training.

03/13/22 Cllr Burrows advised that the Lapford sign near Barris has been refurbished by Derek Pleace. The clerk is to send a thank you letter to Derek. **Action: Clerk**

03/13/23 Cllr Burrows informed of his frustration about the allocation of the new affordable homes. Young couples from the village have not been successful as MDDC would not allocate properties to those in Band E. It now seems that against all intentions, Lapford people have lost out on the properties. Cllr Burrows believed the affordable homes should be helping the young of the village to stay in the village.

There were no other items to discuss therefore the meeting was closed. The date of the next meeting is Wednesday 3rd April 2013, 7.30pm in the Congregational Church Hall.

*P. Hacey
3rd April 2013*

APPENDIX A - MATTERS ARISING/OUTSTANDING ACTIONS

Matters Arising Meeting 6th March 2013

Reference	Description	Action/Status	Closed
03/13/04	Smiths of Derby have sent a quotation for the servicing of the church clock to try to gain back the contract. It was decided that the clerk should ask The Cumbria Clock Company to quote.	Action: Clerk	
03/13/07	Steve Keable joined the meeting to discuss village buildings and 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 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.	Action: Cllr Lacey	

OUTSTANDING ACTIONS

Reference	Description	Action/Status	Date 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	06/03/13
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. <i>Mtg 03/13: Although this problem has been sorted, there are problems with other street lights remaining on all day. Clerk to report</i>	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. <i>Mtg 03/13: Clerk to ask T&G how many cuts this involves.</i>	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	06/03/13
12/12/22	Health Centre Complaints - Cllr P Heal has received several complaints about the service provided at Wallingbrook Health Centre. Cllr Doe will take these concerns to the patient participation group. <i>Mtg 02/13: Cllr Doe informs that these meetings are unstructured and unproductive. Mtg 03/13: Clerk to invite the manager to our April meeting.</i>	Action: Clerk	
12/12/23	Affordable Homes - The Parish Council have been invited to another site visit at the Ashlands affordable homes development. It was agreed that Cllr P Heal could arrange this for early January.	Action: Cllr P Heal	06/03/13
12/12/25	Highways - Cllr Burrows reported that the road between Lapford Mill and the bridge is cracking and	Action: Clerk	

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	subsiding at the sides. There is also an issue with the drains at Kelland Hill, which appear to be full of chippings and blocked. The clerk is to ask Bob King at Highways if he could come out. <i>Mtg 03/13: A village visit has been completed. Kelland Hill work has been completed. Highways will look at Mill Hill subsidence. A377 has been patched and will be resurfaced this summer.</i>		
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	
11/12/05	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 MDDC but Cllr P Heal is to chase MDDC. <i>Mtg 12/12: Chased. Mtg 01/13: Chased. Mtg 02/13: Chased</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	
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. Mtg 02/13: This is to be patched although Cllrs thought more extensive work is required.</i>	Action: Clerk	06/03/13
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.</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. 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.</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	Action: Clerk	

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	offered to place an item in the Lookout asking for parishioner's thoughts. 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.	
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. 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. Mtg 03/13: Chase	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. 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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