

Bridestowe Parish Council

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Parishioners comments/questions: A resident asked on progress with the installation of a dog bin in Launceston Road. (See 3(c) below in minutes). Also there was a suggestion that a number of highway issues such as gutter clearance, hedge cutting etc. could be carried out by volunteers. CM commented on the need for Chapter 8 training to be essential for those working on the highway.

MINUTES OF PARISH COUNCIL MEETING:

METHODIST HALL: Wednesday 11th May 2016 at 7.30 pm

PRESENT: (Councillors): C. Mott (Chair); A. Young (Vice-chair); K. Atherley-Hewings; B. Coward; J. Leonard; R.Rattenbury; B. Thirtle; 2 members of public present; P. J. Daniels (Clerk).

1. APOLOGIES AND DECLARATION OF INTERESTS:

Apologies: J. Hockridge (WDBC Councillor)

Declaration of Interests: K. Atherley-Hewings re- village hall. RR re- memorial seat in village hall. BT and BC re-planning at New Standon Farm

2. MINUTES OF LAST MEETING:

The minutes of the last PC meeting (13/07/16) were agreed as a true record. Proposed BT. Seconded AY. Unanimous.

3. MATTERS ARISING:

(a) Church boundary wall: Local contractor has completed the exterior repair of the second section of the wall.

(b) Churchyard path/ war memorial and church gates: The council thanked BT and BC and volunteers who have resurfaced the path (opposite the Royal Oak) using chippings/membrane. A first class job! Many residents and the Church Council have also thanked the councillors and volunteers. Stone chippings for the base of the war memorial costing £130 approved by PC. The church will cover half the cost of chippings (£65). Dave Trant is to repair the church gates prior to powder coating for which CM has obtained a quotation from Right Angle of Hatherleigh. The cost for 4 of the gates is £61.82 x 4 + VAT and one other is £123.63 + VAT. Quotation accepted. All the above proposed RR. Seconded KA. (Action: Clerk).

(c) Dog waste bin: The waste bin is to be installed on a lamp post in Launceston Road where many dog walkers exercise their dogs. The cost of the bin is approximately £100 + VAT (including delivery). The cost of waste collection by WDBC is £1 per week. (£1.15 for dog bins). Check with DCC street lighting, DCC Highways and WDBC to check the positioning of the bin meets with their criteria for waste collection. Arrange delivery to Great Close Farm. (Proposed AY. Seconded KA. Unanimous.) (Action: Clerk)

(d) Footpath repair: A deep hole has developed on the footpath from Cocksheath to Beara Lane. (Reported by JL). Remind footpath inspector if this has not been completed. (Action: Clerk)

- (e) Phil Rattenbury memorial bench: To be situated in village hall grounds and is for use for all residents. PC to contribute. KA to ascertain costs as PC is to make a contribution. (Action: KA)
- (f) Maintenance budget: Site meeting to be arranged with Martin Ashley to determine required maintenance in village. Eg: Removal of grass cuttings and possible new gate in Sporting Green, pruning of lower branches of trees in cemetery, hedge cutting inside cemetery and churchyard, cutting lower field in cemetery, gutter clearance etc. Also councillors to look at church path (that leads to the gate on the Sporting Green) at the same time. (Action: Clerk)

4. **FINANCE:**

Accounts for Payment:

(92) M. Ashley (Grass cuts: 1, 2 and 3)	£748.80
(93) E. Amhoff (Wall repair: Exterior 2 nd stage)	£253.00
(94) Devon Communities Together (NP housing Needs survey)	£3396.00
(96) B. Thirtle (Materials for church path)	£358.50
(97) M. Ashley (Grass cuts: 4 and 5)	£499.20
(98) B. Thirtle (Materials for church path)	£264.00

It was proposed these accounts be paid. Proposed RR. Seconded JL. Unanimous.

Balance in current account after all outstanding cheques cleared: £6820.00 (not including NP money.)

(Please see appendix 3 for budget showing receipts & payment estimates for the remainder of the financial year.)

5. **CORRESPONDENCE:**

- (a) Plymouth and SW Devon Joint Local Plan: “Thriving Villages” publication to be circulated among councillors. Public consultation document. Responses by 12th August 2016.
- (b) Church Council: Request for site meeting in churchyard to discuss improvements/repairs. Clerk to respond and discuss further. (Action: Clerk)
- (c) Parishioner: Request to hire Sporting Green for wedding reception. Ask for further details. (Action: Clerk)

6. **DATA PROTECTION REGISTRATION:**

Agreed to go ahead with registration at a cost of £35 per annum, with the ICO (Information Commissioner’s Office). Proposed BT. Seconded JL. Unanimous. (Action: Clerk)

7. **FINANCE POLICY APPROVAL:**

A draft finance policy (based on the model 2014 NALC policy) was circulated to councillors. An additional clause was inserted in 6.2 of the policy to the effect that “a payment not exceeding £100 may be made between meetings when authorised by three councillors (who must be signatories).” The policy was then approved. The policy will be reviewed annually. Proposed: AY. Seconded: BT. Unanimous.

8. **PLANNING:**

WDBC: (for information only): Application for a Lawful Development Certificate for proposed change of use at Bridge House, Fore Street, Bridestowe. (1444/16/CLP)

WDBC: Agricultural building at New Standon Farm: This was not approved. There is a history of run-off of dirty water/inadequate drainage from the farm and this continues to be a concern. The provision of drainage from the existing agricultural buildings is inadequate and therefore the PC cannot support expansion. (1641/16/FUL)

9. **DELEGATE REPORTS:**

- (a) Northern links: See attached report from AY in Appendix 1.
- (b) Village Hall Management Committee: See attached report from KA in Appendix 2.

(c) Neighbourhood Plan: (Report from RR). Funds available from WDBC. Finalised NP to be available at Ram Roast. More affordable homes required in both parishes. All four identified sites in Bridestowe will be required. Local people need to be given information on how to apply for local housing. Our NP even more important to ensure Plymouth plan does not override local needs.

RR has agreed to email a NP report to the clerk prior to PC meetings.

10. ANY OTHER BUSINESS:

- (a) Telephone box as information kiosk: There was discussion on the provision of shelves for leaflets/books etc.
- (b) Neighbourhood Watch: Car damage seems to have ceased since police/school headteacher have been discussing this issue with local children.
- (c) Ram Roast: As a trial for this year, dogs with their owners will be allowed on leads (+ plastic bags). Proposed KA. Seconded AY. 5 for; 2 against. Carried. KA suggested there could be potential for dog shows on the Sporting Green.
- (d) Disability access: Mobility scooters find it difficult to access pavement due to a drain cover close to churchyard entrance, opposite Royal Oak. PC to investigate further.
- (e) Next meeting: Wednesday 14th September 2016 at 7.30 pm in the Methodist Church.
- (f) Part 2: A brief Part 2 meeting was held. Minutes will be provided separately.
- (g) Meeting closed: 10.20 pm.

Appendix 1.

**Northern Link meeting held on Thursday 30th June 2016 at 7.30pm at Bridestowe Village Hall
Re-election of Chair and Vice Chair**

Chair : Charles Dumbleton

Vice Chair: Terry Cummings

Discussion prompts

No police officer able to attend. Report circulated. Councillors can submit any questions.

6. DCC Highways- Peter Brunt, Neighbourhood Highways Manager - update and Q and A session

Spoke at length.

- In April of this year the Dept. for Transport announced a £250 million Pothole Action Fund(PAF) to improve local roads and 'deliver better journeys'. Through this fund Devon is receiving £1,95m in 2016/17, which is in addition to £38,78m capital funding which has already been allocated through a needs formula, based on road length. However this is a big reduction in overall budget. Each electoral ward has been given an allocation from the PAF and Oke gets £34,000.

Maintenance contract ends 2017 and there would then be a need for a new 10 year contract.

- Pot hole backlog - insufficient funds. Councillors questioned whether Highways got value for money?

Had witnessed some shoddy work. Rural road network particularly suffering.

- Interesting that ditches that run parallel to roads are the responsibility of landowners. Who polices this to ensure it's being carried out? Present policy is to clear gullies annually. Inevitably the next downpour flushes debris and detritus into gullies again. Flailing of hedges also leads to accumulation of debris in the roads.

- Community Roadwarden scheme had initially made slow progress. Victor Gough – Project Officer Road Warden Scheme, has just taken up the post on a 12 month secondment. Pilot scheme underway where volunteers can use a sort of 'Polyfilla' for superficial pot holes - 4 parishes involved. Stressed that Highways department need to know where the potholes are for a start.

- Mentioned the 'Community Payback Scheme' where teams of young offenders under guidance of an officer undertake projects in the community - can be very effective. Contact officers via the Probation Service - Dorset, Devon and Cornwall Community Rehabilitation Company (Head Office Exeter 01392 474100)

- Recognised that grass cutting policy is problematic - certain footpaths set back from the road suffer.

In conclusion, Peter Brunt's update gave a clear picture of declining road networks and pavements that cannot be improved to an acceptable standard due to reductions in budget.

7. TAP funding:

Re-submission of an application from Exbourne with Jacobstowe

Problem was that parishes had been tardy in doing the work within that financial year so had to reapply.

AGREED.

Hatherleigh Councillor not happy about length of time taken to get hold of funds.

Change of protocol - have to spend money then claim it back. Changed because it was apparent that funds were sitting in PC accounts. Should get an email about new procedure.

Now accept application from single parishes for lengthsman's work.

West Devon would like to rewrite guidelines for TAP funding. Bit more rigorous in the future

NPL clerk's salary, cost of hiring halls, etc comes out of the TAP fund. Everybody very surprised by this - hadn't been aware.

9. WDBC update - Steve Jordan/ Dilys Lord

Dilys Lord explained that the new mobile officers were taking on wider range of tasks - not just putting up planning notices, now carrying out water quality testing and polling station related stuff.

Steve Jordan, Joint Executive Director of WDBC, spoke at some length about the Joint Local Plan that sees a collaboration between Plymouth City Council (PCC), South Hams District Council (SHDC) and West Devon Borough Council (WDBC) to produce a single Joint Local Plan(JLP) covering their areas. This Plan will set out where potential development could take place and how the area will change through to 2034.

The plan can be accessed via 2 booklets:

'Thriving Towns and Villages' - this booklet is for South Hams and West Devon residents who live in the rural towns and villages across the countryside and *'Plymouth - Britain's Ocean City'* - this booklet is for residents of the South Hams who live in areas surrounding Plymouth plus Plymouth residents. A hard copy of JLP which will go to PC clerks. The 8 priorities set out in previous LP, 'Our Plan' would be carried forward.

Asked if the number of houses allocated to the villages would change, he said no - new figures will be roughly in line with old.

He did say one ominous thing, that there will be no funding for NPs. WDBC had 'misunderstood' provision - Government was only providing funding for 3 NPs per borough and WD had 9 underway.

The period of public consultation runs from 1st July until 12th August. It is hoped that the finalised JLP would be ready for submission to government, early in Jan - Feb 2017.

On other matters: website would improve. Backlog of planning enforcements. Lot of criticism levelled at WDBC by councillors present - bit harsh.

10. DCC Update - Angela Welch, Executive Assistant to the Chief Executive and Locality Lead for Okehampton

- Okehampton East Business Park - all plots under offer. "A very good use of business uses is proposed including office, hospitality, manufacturing and distribution, and centring on relocation of expanding local businesses."

- New Okehampton primary school site purchase at a very advanced stage.

Dr Michael Ireland (Destination Okehampton)

New group working on Okehampton to Exeter service

Sunday service that started 7 weeks ago proving very popular Overcrowding of the single carriage. County Council only fund one but GWR kindly provided a second. End of next year hope to have a regular Saturday and Sunday service. No mention of reinstating 'missing link'

11. DNPA Update - Jo Rumble

- The delivery partner for Connecting Dartmoor and Exmoor is Airband, a Worcester based company, specialist in delivery of high speed wireless broadband solutions for remote rural areas. Airband should cost no more than land line broadband

- Dartmoor NP Local Plan getting underway this summer and autumn

Future meetings

5th September (venue TBA 24th November)

Appendix 2

Update for Bridestowe Parish Council from Bridestowe Village Hall Management Committee.

The Village hall had it's AGM in May. It had been hoped a new constitution which would transfer us to a charitable incorporated organisation, instead of our current arrangement as an un-incorporated organisation would be able to be adopted by the members (the community). Unfortunately that couldn't happen and since then some minor changes have been made to it and it is being reviewed by the charity commission. This will mean the VH will have to hold an interim general meeting to vote on adopting it which will be arranged in due course.

There was some considerable discussion with input from various members of the community around what we would do in memory of Phil. At our meeting in June it was agreed we would rename the main hall 'The Phil Rattenbury Hall' and do so in conjunction with a car boot sale which was pre-arranged and the usual bacon baps. This will take place on July 23rd 10am if you are able to attend.

As the appointed person from the parish council I was asked to see if the Parish Council would be willing to install a memorial bench in memory of Phil out the back of the village hall overlooking the moors, the Parish Council will have an opportunity to discuss that at the next meeting.

Lots of work has been going on at the hall and we have split the workload into two main sub-committees. As the Chairman I am able to be on both committees if necessary. The Business and Planning committee are looking at two main things. The renewal of the Treetops lease which expires in March 2018 and our hire charges and agreements. The House committee are busy ploughing through the task of setting up maintenance contracts on all of the main services such as boilers, security alarms and fire systems. A complete review of these areas was necessary and will 'bring things together' a bit more.

We have a committee of 14 since the AGM and the officers are as follows. Chairman – myself. Vice-Chairman - Iain Rice, Treasurer – Jane Neild and Secretary – Gideon Pritchard.

I am happy to answer any questions at the upcoming meeting on July 13th.

Cllr Kris Atherley-Hewings
Parish Council Representative - BVHMC

Appendix 3.

BPC Receipts and Payments budget for remainder of the financial year 2016/17 as of 18/07/16

NB:

1. £874.00 is held by Bridestowe Parish Council on behalf of NP group and is not included in the receipts & payments analysis that follows:
2. £566 VAT will be reclaimed from HN Survey for NP. (Again not included in the VAT predicted reclaim below).
3. BPC can draw down from a £1600 grant for gutters & drainage from WDBC. Grant needs to be spent, as it expires in about 9 months.

Receipts in 2016/17

PC balance at bank	6820.00	Balance less £874....See note 1 above
Precept WDBC	2880.00	Second instalment due in Sept. 2016
Burial (say)	1000.00	
VAT return	1000.00	Awaiting VAT from HMRC 2015/16
VAT return	1000.00	2016/17
Total Receipts	<u>£12,700.00</u>	

Expenditure in 2016/17 (Predicted figures are approximate)

Grass cut	1250.00	Five cuts remaining
Inspection play equip.	100.00	
Lengthsman	600.00	Assuming this is all spent
Defibrillator	50.00	Balance remaining. Assuming all spent
IT	1320.00	Assuming this is all spent
Internal audit	40.00	
External audit	100.00	
Room hire	70.00	
Clerks salary	1700.00	
Grants	300.00	
General admin.	200.00	Stationary, stamps, telecoms, printing etc.
Maintenance budget	<u>2000.00</u>	
Total Expenditure	<u>7,730.00</u>	

Predicted Carry Forward to 2017/18:

Receipts + bal. at bank	£12,700.00	
Less expenditure	<u>£7,730.00</u>	
Total Carry Forward	<u>£4,970.00</u>	Predicted at 31/03/17

Some of above figures are estimates/approximations. Figures rounded to nearest £10.