

# DOLTON PARISH COUNCIL

## DRAFT MINUTES OF THE MEETING HELD ON MONDAY 4 SEPTEMBER 2017 IN DOLTON VILLAGE HALL

### **PUBLIC SESSION** : Points raised as follows:

- 1) Signs. Question about ownership of grass verge opposite the bus stop because of signs that had appeared. Confirmed it was not Parish Council land. C.Cllr Saywell did not think a payment was made for such signs. The Carnival Committee reported that SW Highways wanted £900 from the Carnival Committee each year to cover the cost of cones and Chapter 8 training. These could be purchased as a one off payment for £1400 and the Carnival Committee would be asking for a donation from the Parish Council towards the cost.
- 2) Acorn Farm Lodges.
  - i) Question about whether planning permission has yet been granted and why a stop notice had not been issued. Cost should not prevent the legal body taking action.
  - ii) Highways decision questioned because of safety of children and parents (no pavement) and the traffic movements through the day
  - iii) The land has been raised by over 1m so that the machines, diggers and lodges that could not previously be seen were now visible.
  - iv) Suggestion that the PC negotiate reinforced screening for site.
  - v) Feeling that the company is 'bulldozing' it through, making a mockery of the planning. Ward Cllr Lock said that the company is Park Homes. The Torrridge Enforcement Officer had spoken to the Park Homes' agent and a planning application (for the whole site) was expected imminently.
  - vi) Question about whether the company is in breach of planning because there was only permission for 20 originally. Planning needs to be upheld.
  - vii) Question about who will be living in the lodges. Confirmed that they are holiday lodges not residential.

### **PRESENT:**

Cllr J Lock – Chairman; Cllrs Giles, Martindale, Walker, Grigg, Dunn, Rolls and Rendell.

Ward Councillor Lock, County Councillor Saywell and 14 members of the public.

L Morris in attendance acting as Clerk.

### **DECLARATIONS OF INTEREST:**

Members were invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in any items to be considered at this meeting.

Cllr J Lock: matters relating to Dolton and Dowland Village Hall

Cllr S Martindale: shares a boundary with the Acorn Farm Lodges' site (agenda item 6d).

### **47 (17/18) APOLOGIES FOR ABSENCE:**

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Cllr A Haynes had sent apologies for absence.

### 48 (17/18) MINUTES:

- a) The Minutes of the Parish Council meeting held on Monday 3<sup>rd</sup> July 2017 had been circulated, agreed by all to be correct and were then signed as a true record.
- b) The Minutes of the additional meeting held on Monday 7<sup>th</sup> August 2017 had been circulated, agreed by all to be correct and were then signed as a true record.

Matters arising. Cllr Martindale gave an update on Emergency Planning. A new plan is to be drawn up this autumn. When complete it will be published to the website and distributed.

### 49 (17/18) CLERK'S REPORT:

The Clerk read a report of actions since the July meeting. Noted at Appendix ( 1)

### 50 (17/18) CORRESPONDENCE:

The list of correspondence received was reviewed. There were no matters not otherwise on the agenda.

Ref	Date	Correspondent	Content	Action
6/1(a)	4/7/17	Andrew Caverly	Half barrels – maintenance proposal	Decision
6/2	5/7/17	Area Advisory Group	Advise cancelled meeting	
6/3	6/7/17	Trading Standards	Advice on National Scams	Reading File
6/4	7/7/17	SLCC	Invitation to Joint meeting 5/9/17 at 2 pm. Saltash.	
6/5	14/7/17	Children's Hospice SW	Request to distribute Open Gardens notice	Distributed. Reading File
6/6	18/7/17	Cllr Saywell	Information re fire safety, Acorn Farm Lodges	
6/7	19/7/17	ND Healthcare	Children's Health and Wellbeing. Services.	Reading file
6/8	19/7/17	DK Torridge	Copy of letter re 32 dwellings north of Aller Road	
6/9	20/7/17	Local Plan, Torridge	Re Brownfield Sites	Replied. Reading File
6/10	27/7/17	BT	Re Telephone Box. Adopt for £1.	Decision
6/11	31/7/17	Historic England	Dolton War Memorial. Entry in records	Replied. Reading File
6/1(b)	28/7/17	Church Street Stores	Offer to sponsor half barrel planters	Consider with 9/1(a)
6/12	2/8/17	J Bennett	Advice re damaged thatch.	Ward Cllr Lock replied
6/13	8/8/17	Devon Communities	Parish Plans	Reading File
6/14	12/8/17	St Edmonds PCC	Invitation to Open Morning 16/9/17 at 10 am	Indication of attendance
6/15	14/8/17	AL Torridge	Response re planning comment	
6/16	15/8/17	Area Advisory Group	Invitation. Mtg on 14/9/17 at 6pm. Langtree	
6/17	15/8/17	Cllr Saywell	Reply re fire safety, Acorn Farm Lodges	
6/18	17/8/17	Area Advisory Group	Agenda for meeting on 14/9/17.	
6/19	21/8/17	Torridge	Info on enhanced recycling	Distributed. Reading

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			arrangements	File
6/20	21/8/17	Torrington Area Advisory Group	Invitation to meeting on 24/10/17 at 7 pm.	
6/21	23/8/17	DCC	Notice re Identity Theft	Reading File
6/22	30/8/17	N Oxborough	Request to hire field for camping 30 September	Decision
6/23	11/8/17	Devon Communities	Newsletter Resilience Forum. Invitation to event on 22/11/17, Kenn Centre Exeter	Reading File

### 51 (17/18) To Consider Financial Matters

a) The proposed payments were scrutinised and approved for payment.

<b>PAYMENTS</b>					
<b>Name</b>	<b>Item</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>	<b>Cheque Number</b>
Mr D Lock	Grass Cutting July, August 2017 & Dennis Cross Hedge	544.82		544.82	987
Mr M Lock	Caretaker duties July & August 2017	240.00		240.00	988
Mr M Lock	Reimbursement of Caretaker Supplies	15.89	3.17	19.06	989
Linda Morris	Use of home office July & August 2017	20.00		20.00	990
Marion Marshall	Plants for half barrels	55.00		55.00	991
Mr R Dunn	Reimbursement for football field sign	65.00		65.00	992
Dolton Chapel	Donation for hire of hall for DPC August meeting	8.00		8.00	993
SLCC	Subscription to 30/6/18	67.00		67.00	994
		<b>1015.71</b>	<b>3.17</b>	<b>1018.88</b>	
<b>RECEIPTS</b>		0	0	0	

A donation of £8 was agreed to Dolton Baptist Chapel in payment for the additional August meeting, as no invoice had been presented. Proposed Cllr Walker, Seconded Cllr Grigg, all in favour.

Payments agreed:

Proposed: Cllr Martindale, Seconded: Cllr Rendell

Cheque Signatures: Cllr Giles, Cllr Grigg

- b) The invoice payments were reported: no further payments due
- c) Statement of Accounts. The Clerk presented the statement of accounts with bank reconciliation in an amended format for consideration. It was felt that this included all the relevant information in a simplified format. Clerk to further discuss with Cllr Haynes on his return.

<b>Balance at bank 04/8/17</b>	
Current Ac sheet 162	41,672.50
Reserve Ac sheet 57	7,148.33
95 Day Ac sheet 41	41,418.65
Less un-presented cqs at 31/7/17	0.00

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Plus un-cleared credits at 31/7/17	0.00
<b>Total Balance at bank at 31/7/17</b>	<b>90,239.48</b>
<b>Cash Book (July accounts)</b>	
Opening Balance from accounts at 31/3/17	63,336.47
Less payments in year to 31/7/17	11,409.69
Plus receipts in year to 31/7/17	38,312.70
<b>Closing balance per cash book at 31/7/17</b>	<b>90,239.48</b>
<b>Variance</b>	<b>0.00</b>
<b>Funds at 31/7/17</b>	
General account (reserves)	32,816.71
Community Car Park (allocated)	57,422.77
Air Ambulance Landing Site (allocated)	0.00
<b>Total funds at 31/7/17</b>	<b>90,239.48</b>

### 52 (17/18) To Consider Planning Matters

- a) Applications to consider.  
1/0813/2017/FUL Dolton Parish Council Community Car Park. County Highways has no objections. There had been one neutral letter (letter read out to the meeting). The Parish Council supports the application and will reply to the sender of the letter.
- b) Applications granted – none reported
- c) Applications withdrawn – none reported
- d) Applications refused – 1/0582/2017/FUL (2 Barfield Way)  
1/0583/2017/FUL (5 Barfield Way)
- e) Any other planning matters. Acorn Farm Lodges.  
The main items of this discussion are noted in the Public Session.  
Cllr Haynes had noted some points which he asked to be read out in his absence (read out by Clerk during Public Session as this was deemed the most appropriate time). Noted at Appendix (2)  
The historic website link to Acorn Farm Park was questioned. C.Cllr Saywell explained that websites are not responsible for external website links.  
It was agreed that the Parish Council would write to the Agent to request a discussion. It would wait for the planning application.

### 52 (17/18) Parish Grounds. Matters Relating to:

- a) Football Field. Agreed that camping could take place for a rent of £10. Field to be left as found (clean and tidy).  
Permission granted for hedgehog shelters and bat boxes to be positioned around the football field.
- b) Dennis Cross. It was reported that some of the fencing around Dennis Cross was rotting. Cllr Lock to action remedial work.
- c) Memorial Garden. Nothing to report.
- d) Village Hall Field. Nothing to report due to holiday period.

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**53 (17/18) Maintenance and Traffic Issues.**

- a) Telephone Box. Agreed to adopt the box for £1
- b) Flowers – half barrels. All were in favour of accepting the proposal to maintain the barrels and trough, with local sponsorship to contribute to the costs. Sponsors to be confirmed at the next meeting.

**54 (17/18) TAP Fund.**

A suggestion for use of the TAP fund was to buy parking cones, thus reducing hire charges. Further suggestions and discussion at the next meeting.

**55 (17/18) Verbal reports from meetings attended.**

No meetings had been attended.

**56 (17/18) Items Brought Forward by the Chair for information only.**

Ward Cllr Lock reported that she will contact Westward Housing Association again about the parking of Cars for sale in Stafford Way.

C.Cllr Saywell said that he would investigate the matter of water running across the road from Halfpennyland and report back.

The Date of the next meeting was confirmed as Monday 2<sup>nd</sup> October 2017.

**Signed** ..... **Date** .....