

## DOLTON PARISH COUNCIL

**DRAFT**

### MINUTES OF THE MEETING HELD MONDAY OCTOBER 4TH 2010 IN THE VILLAGE HALL AT 7.30 PM

**Present:** Cllr J Lock, Chairman, Cllrs Burnage, Giles, Byrne, Jury, Rolls, Boyes, Partridge, Grigg the Clerk and 7 members of the public.

Cllr. Lock introduced Mrs Ruth Staddon, Torridge District Council's Emergency Planning Officer who gave a presentation on Emergency Planning consisting of an overview on the background to emergency planning, and included topics on assessing the risks, types of plan, definitions of an emergency, the command and control structure, community emergency planning, volunteers, community response, how to start a plan and help and assistance. Following a short question and answer session, Cllr Burnage thanked Mrs Staddon for attending and giving a most interesting and informative presentation.

The Minutes of the meeting held on 6<sup>th</sup> September 2010, having been circulated, were signed by the Chairman as being a true and correct record subject to the following amendments on the proposition of Cllr Burnage, seconded by Cllr. Partridge. Carried.

**44(10/11)** "There was a short debate on the approved comments sent to the planning Department" should include the words "*during which Cllr Burnage queried why the work of the Vision Group was not felt relevant to Fishleigh Park*". and **51(10/11) (b)** should include the sentence "*Cllr Burnage thought that alleviating parking problems in the Square is something the Vision Group could look at eventually as part of their vision for the future.*"

**55(10/11) Matters arising from the Minutes.** Cllr Burnage enquired if a letter had been sent to Mrs Webdell of TDC by the Clerk as requested in **50(10/11)** and if the Clerk had sent a response to the consultation document on the proposed capping of precepts. Both were confirmed by the Clerk although no acknowledgement had been received from TDC.

#### **56(10/11) Correspondence**

Correspondent	Subject	Action
DALC Training Calendar	Training Courses for Cllrs and Clerks – Autumn/Winter 2010	Reading file
Ashtead Plant Hire	Notice of road closure Cleave Hill 13/12/2010 for 5 days to Renew BT telegraph poles	Noted but to be confirmed
DCC	Winter service on Devon's Highways	Discuss in Agenda item on Highways
Dolton Vision Group	Approach to local landowners	Discuss in Agenda item on Vision Group update
Safer North Devon	'Stop Anti-Social Behaviour' leaflet	Reading file and flyer on notice board
Mr Sollars	Requesting support regarding TDC's refusal to deal with overgrown woodland at rear of his property	Discuss in Agenda item on Pride in our Village
A Student at the London University (by email)	Carrying out a survey on various aspects of housing as part of her University studies.	Cllr Burnage to respond to the survey

### 57(10/11) DECLARATIONS OF INTEREST

Cllrs Lock and Jury declared personal interests in respect of matters relating to the Village Hall.

### PUBLIC SESSION

The Chairman suspended Standing Orders to invite members of the public to speak.

Name	Subject	Response
Mr D O'Brien	Vision Group /GM Planning correspondence.	Noted
Ward Cllr. Mrs R.Lock	GM Planning/Housing Survey	Noted
Mr D. O'Brien	Housing survey verification process.	Noted

### 58(10/11) Finance

#### a) Accounts to pay

Supplier	Description	VAT	Total	Chq.No
Mrs J Sidey	Clerk wages 6 Sept.-4 Oct (inc) 4 weeks @ 8 hrs per week = 32 hrs @ £8.34 £266.88 £10 home office		£276.88	
D&D Village Hall	Vision Group – July/Aug £12.00 Vision Group – Sept. £12.00 P.Council – Sept. £8.00		£32.00	
The Sign Shop- (reimburse J .Sidey)	New sign for football field gate £45.00	£7.88	£52.88	
SWW	Qtrly water charges		£26.13	
Mrs S Jury	Plants for Memorial Garden		£27.37	

**Proposed by Cllr Boyes and Seconded by Cllr Burnage that the accounts be paid. All agreed.**

Cheque signatories: Cllrs Griggs and Giles.

b. Income – Notification of payment of 2<sup>nd</sup> instalment of Precept £6150 has been received from TDC

c. Any other financial matters: Qtrly bal. sheet to 14 Sep. circulated to Cllrs and shows a current account balance of £9481.16 , Reserve Account balance of £5556.12 and Community Bond £60,000.

The Clerk requested attending a Clerk's Training course on 23<sup>rd</sup> November ( £50 + VAT) ,and said that Training for budget/precept setting for Cllrs & Clerk @ £25 ea + VAT is available on 2<sup>nd</sup> November at Kenn, near Exeter.

**Proposed by Cllr Byrne and seconded by Cllr Rolls that the Clerk attend the Clerks' course and the Clerk and Cllr Jury attend the budget/precept course and the Council pay the fees. All agreed.**

### 59(10/11) Planning

#### a. Applications to consider:

- i. –1/0813/2010/FUL Drakes Barton – New Conservatory. No objections subject to usual listed building considerations
- ii. 1/0826/2010/OHL- New overhead line Chapel Farm to Langham Cottages. No objections
- b. Permissions granted – 1/0591/2010/LBC Corner Cottage North Street Dolton- Removal of asbestos corrugated sheets and replace with traditional corrugated steel profile sheeting.
- c. Refusals advised- none
- d. To receive any other planning issues-none

### **60(10/11) Parish Grounds**

**i. Dennis Cross.** Cllr Jury had not progressed ordering further play equipment as discussed as she had received a new catalogue from Sutcliffe Play showing a variety of equipment suitable for bigger children about which she wishes to consult the children. The Certificate of Completion for the recently erected toddler swings has still not been sent as the ground under the swings needs consolidating to make it level and safe; she will contact Sutcliffe Play once more by telephone to urge them to attend to this very quickly. If no speedy response is made, then the Clerk is instructed to write an official letter of complaint.

**ii. Football field.** The Clerk has purchased a new sign for the gate from The Sign Shop which had been erected. Unfortunately after only a few days some of the lettering has gone, either through vandalism or weather. The Clerk has contacted The Sign Shop who will replace the missing lettering and apply a laminate layer to seal the sign.

**iii. War Memorial Garden.** Cllr Jury asked if it is known who it was that removed plants from the pots in the garden. The sunflowers had finished but been left in place for the birds to eat the seeds. However, the verbena and late flowering gladioli had been removed just as they were due to come into flower. As agreed at the last meeting, Cllr Jury has obtained bulbs and plants for the winter period but is reluctant to plant them in case they too are removed. The Clerk was asked to put a suitable notice in the diary to bring this to people's attention and asking that no member of the public remove any plants from the pots in future.

Cllr. Grigg left the meeting at 9 p.m.

### **61(10/11) Parish Action Plan.**

Cllr Burnage reported that regarding the housing survey a couple of meetings had been held to look at the response from GM Planning Services, who had come back with a proposal which they were confident would be acceptable to TDC and also satisfy the verification process and have reduced their price for carrying out a housing survey to £1000. Cllr Jury voiced her concern that a draft housing survey form which had not been seen by the Parish Council had been handed to TDC. Cllrs Jury and Giles were unhappy that the Vision Group were consulting with GM Planning on a housing survey before the Parish Council had had the opportunity to decide if they would employ them to carry out a housing survey.

Standing Orders were suspended to allow Ward Cllr Lock to speak. Cllr Lock said that she felt that GM Planning's reduced price was now good value and that they should deal with all aspects of the survey, including delivery, as it should negate any problems with verification and also said that Maria Bailey of GM Planning has handed a draft survey form to TDC's Housing Enabler Rachel Webdell for her opinion. Ward Cllr Lock said that all correspondence between GM Planning and the Vision Group should be addressed and/or copied to The Clerk to the Parish Council. Standing Orders were resumed.

It was then **Proposed by Cllr R.Boyes** that the Parish Council employ GM Planning Services to draft a housing needs survey for approval by the Parish Council, and when approved by the Parish Council to carry out such survey and submit it to TDC at a total cost of £1,000 and that all Vision Group /GM Planning correspondence should be addressed to The Clerk. **The proposition was seconded by Cllr C. Burnage. All agreed.**

The letter from the Vision Group approaching all local landowners to ascertain if they are willing to include any of their land in The Dolton Vision for the future was read out and following a short debate it was agreed that the parish owned Football Field and Dennis Cross Playing Field should be included.

**Proposed by Cllr R. Partridge. Seconded Cllr C.Giles. Cllr S.Jury abstained. Carried.**

### **62(10/11) Maintenance and Traffic Issues**

#### **i. To receive updates on local issues.**

As requested the Clerk has contacted Highways Department requesting that the gulley clearing vehicle attend to the gulleys before winter and written to DCC Highways regarding inconsiderate parking in the Square. Both letters have been acknowledged.

**ii. Speed Watch.** PCSO Sandra Brown now has the names of six people interested in being trained to carry out speed watch duties and would be contacting them.

**iii. Inconsiderate Parking.** Cllr Byrne had received several complaints on this subject and the Clerk was asked to pass the details on to PCSO Brown.

**iv. Lights from Beacon Buses.** Cllr Partridge said that drivers of Beacon Buses were failing to switch off their headlights when filling the buses with fuel during the dark evenings and this is causing problems by “blinding” motorists approaching the Beacon. As last year, Cllr Lock will ask the proprietor to remind his drivers to switch off their lights while refuelling.

**63(10/11) Pride in our Village** - Mr Sollars letter regarding the trees in the road hedge at the walkway between Stafford Road and Stafford Way was discussed and the Clerk was asked to write to TDC asking for the road hedge to be coppiced in the traditional way.

### **64(10/11) Meetings Attended.**

i. Cllr Burnage had attended a Great Torrington Community Led Partnership meeting and gave a verbal report on the items discussed, including the Government’s “Big Society” and how it might work in rural areas and the need to get one or two local representatives onto the SW Region’s Area Association.

ii. Cllr Burnage and Cllr Jury had attended the Torrington Area Advisory Group Meeting and Cllr Burnage gave a verbal update on items discussed including the Core Strategy, the discussion on Housing Surveys, and had updated the Advisory Group on what the Dolton Vision Group are doing. Cllr Jury had asked if TDC would accept the findings of an independently carried out survey but not received an answer. Cllr Jury said it had been reported that in the light of the Government’s proposed cuts TDC would have to save £1,000,000 this year.

### **65(10/11) Any Other Business**

i. Cllr Boyes asked that Emergency Planning should be an agenda item for the next meeting.

ii. Cllr Burnage said that it is time to prepare a Parish Newsletter and asked for items to be included.

iii. Cllr Partridge has heard that Ashreigny Parish Council have a field which is to be used for Allotments and he thought that in the current absence of Allotments in Dolton, perhaps the names of people who have expressed a wish for an allotment could be passed to Ashreigny PC in case they have surplus plots which Dolton residents could use. He will make further enquiries and Cllr.Giles will get the list of Dolton names for the next meeting.

**A PART 2 was convened and the Chairman requested the public to vacate the building.**