

DOLTON PARISH COUNCIL

DRAFT MINUTES OF THE MEETING HELD ON MONDAY 4th DECEMBER 2017 IN DOLTON VILLAGE HALL

PUBLIC SESSION :

- A resident had written to MP Geoffrey Cox expressing concern about Acorn Farm. GC had contacted TDC but had not yet received a reply.
- A resident said he had been forced to raise the height of his boundary because of raised levels on the Acorn Farm site.

PRESENT:

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

Clerk L Morris;

6 members of the public.

Also in attendance: C.Cllr A Saywell.

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: personal interest arising from a shared boundary with the Acorn Farm Lodges' site.

88 (17/18) APOLOGIES FOR ABSENCE:

Ward Cllr R Lock had sent apologies

89 (17/18) MINUTES:

- a) The Minutes of the Parish Council meeting held on Monday 6th November 2017 had been circulated, agreed by all to be correct and were then signed as a true record.

90 (17/18) CLERK'S REPORT:

There were no matters not otherwise on the agenda.

91 (17/18) CORRESPONDENCE:

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

| Ref | Date | Correspondent | Content | Action |
|-----|----------|--------------------------------|---|---------------------------|
| 9/1 | 10/11/17 | Devon Countryside Access Forum | Applications sought to join the Forum | Distribution/Reading File |
| 9/2 | 10/11/17 | Communities Conference Info | Invitation: Building Strong and Healthy Communities | Distribution/Reading File |

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|-----|----------|--------------------------------|--|---------------------------|
| 9/3 | 16/11/17 | Devon Local Nature Partnership | Invitation to be part of a Focus Group to award Lottery funding | Distribution/Reading File |
| 9/4 | 30/11/17 | Devon Highways/ T Arden | Re Halfpennyland drainage | Distribution/Reading File |
| 9/5 | 30/11/17 | Trowers and Hamlyn | Estimate for cost of legal work | Distribution/Reading File |
| 9/6 | 4/12/17 | Ward Cllr Lock | Information: no licence application received from Royale Parks Ltd | Distribution/Reading File |
| 9/7 | Nov | SLCC | Clerk Magazine | Reading file |

92 (17/18) TO CONSIDER FINANCIAL MATTERS

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

| PAYMENTS | | | | | |
|---|---|------------|------------|--------------|----------------------|
| Name | Item | Net | VAT | Total | Cheque Number |
| Dolton and Dowland Village Hall | Nov room hire | 10.00 | | 10.00 | 001008 |
| Mr D Lock | Nov grass cutting | 242.41 | | 242.41 | 001009 |
| Mr M Lock | Nov Caretaker | 120.00 | | 120.00 | 001010 |
| Linda Morris | Nov Home Office | 10.00 | | 10.00 | 001011 |
| EDF Electricity | Football field electric | 43.54 | 2.17 | 45.71 | 001012 |
| Mr A Haynes reimbursement for Torridge District Council fee | Car Park lighting fee | 48.50 | | 48.50 | 001013 |
| Colin Weeks Forestry and Fencing | Fencing in Play area | 278.80 | 55.76 | 334.56 | 001014 |
| Andrew Lane Ltd | Planning fees for Air Ambulance site and Car Park | 870.00 | 77.00 | 947.00 | 001015 |
| | | 1621.25 | 134.93 | 1756.18 | |

The Payments were checked by Cllr A Haynes. Cllr Rolls checked the reimbursement to Cllr Haynes

Cheque payments were proposed by Cllr Dunn and seconded by Cllr Rendell

Cheque were signed by Cllr Giles and Cllr Lock

b) Receipts. The following receipts were noted.

| a) RECEIPTS | | |
|--------------------|--------------------------|--------------|
| Name | Item | Total |
| Dolton Scouts | Boot camp hire | 10 |
| J Fisher | Sponsorship for planters | 10 |
| P & J Rolls | Sponsorship for planters | 20 |
| D Webb | Sponsorship for planters | 100 |
| A Beckley | Sponsorship for planters | 100 |

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| | | |
|-------------------------|--------------------------|------------|
| S Jury | Sponsorship for planters | 10 |
| J Glanville & M McCurdy | Sponsorship for planters | 25 |
| R&G Turner Electricals | Sponsorship for planters | 50 |
| M McCoach | Sponsorship for planters | 25 |
| | | 350 |

A further £50 from R and J Lock was received at the meeting for sponsorship for planters.

c) Statement of Accounts. The Clerk presented the statement of accounts with bank reconciliation.

| | | | |
|--|------------------|-------|--------|
| Balance at bank 05/10/17 (October accounts) | | | |
| Current Ac sheet 165 | 48,870.90 | | |
| Reserve Ac sheet 60 | 7,148.51 | | |
| 95 Day Ac sheet 44 | 41,429.21 | | |
| | | | |
| Less un-presented cqs at 30.10.17 | 509.93 | cq no | amount |
| | | 1002 | 8.00 |
| | | 1003 | 242.41 |
| | | 1004 | 132.00 |
| | | 1005 | 30.00 |
| | | 1006 | 10.00 |
| | | 1007 | 87.52 |
| | | | 509.93 |
| Plus un-cleared credits at 30/10/17 | 0 | | |
| | | | |
| Total Balance at bank at 5/9/17 | 96,938.69 | | |
| | | | |
| Cash Book | | | |
| Opening Balance from accounts at 30/9/17 | 63,336.47 | | |
| Less payments in year to 31/10/17 | 13,651.28 | | |
| Plus receipts in year to 31/10/17 | 47,253.50 | | |
| | | | |
| Closing balance per cash book at 30/9/17 | 96,938.69 | | |
| | | | |
| Variance | 0.00 | | |
| | | | |
| Funds at 31/10/17 | | | |
| General account | 39,515.92 | | |
| Community Car Park | 57,422.77 | | |
| Air Ambulance Landing Site | 0.00 | | |
| Total funds at 30/9/17 | 96,938.69 | | |

d) Any other financial matters

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- i) Community Grants 2017. Two applications had been received for consideration: First Responders and St Edmonds Church. It was agreed to award £350 to the First Responders for upkeep of the vehicle and £350 to St Edmonds Church for upkeep of the churchyard. It was agreed to consider bids from other groups if submitted before the end of the financial year.
- ii) Precept. The draft budget was considered and discussed, line by line. It was agreed to allocate £50 for the War Memorial garden. The final budget will be brought to the January meeting in readiness for submission by the deadline (26/1/18). Dates for renewing contracts will be checked and where necessary, draft tender documents will be reviewed at the January meeting.
- iii) Banking. The Direct Debit form, change of contact details for the bank and a cheque book request were signed.

93 (17/18) TO CONSIDER PLANNING MATTERS

- a) Applications to consider - none
- b) Applications granted – 1/0955/2017/FUL South Woodtown;
1/0892/2017/CPL Cert of Lawful Dev Acorn Farm Park
1/0988/2017/LBC The Cranny
- c) Applications withdrawn – none
- d) Applications refused – none
- e) Any other planning matters – Acorn Farm
 - i) Update. Cllr Martindale reported that three Cllrs had met with TDC. Licensing is mainly focused on consumer protection and is separate from planning. Information received today from Ward Cllr Lock was read out which said that the Licencing Application from Royale Park Homes was on its way. The whole matter is complex: any challenge would need to be proportionate and mindful of expense. TDC licensing department has agreed to keep the Parish Council informed. The screening of the site is still an issue and it was agreed to send a letter regarding this. No objection had been raised when the 2014 planning was approved because the situation was different then. C.Cllr Saywell explained that the entrance would not be an issue for the C. Council Highways Department because it is an existing site.
 - ii) Next steps. An estimated sum for legal advice had been received and a discussion about whether to proceed was held. A majority of Cllrs felt that it was doubtful what the benefit would be; that the issue was not important to many residents and that there might be further costs after the initial advice had been received. Cllr Martindale and Cllr Haynes expressed their view that they were disappointed with this decision. It was agreed that the Parish Council would write to TDC to express its dissatisfaction and strongly request that it is consulted on the licencing issue. A residents group may be formed and it was agreed that background information may be passed to the group if it is formed.

94 (17/18) PARISH GROUNDS. Matters Relating to:

- a) Village Hall Field : Car Park. Cllr Haynes reported that the work had commenced. Diagrams illustrating the type of fencing were discussed and it was agreed to

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discuss the longevity of the fencing further with the successful contractor. Two quotes had been received and the best value contractor was agreed (C Weeks). It was agreed that the best way forward would be for the Parish Council to contract for the fencing for the whole site and accept a donation from the Village Hall Committee for the section nearest to the Village Hall. The planting over the two bunds would be an additional cost and would be made up of slow growing plants (advice to be sought on which plants would be suitable).

- b) Football field. It was agreed to take steps to organise the hire of the football field and pavilion throughout the summer.
- c) Dennis Cross Cllr Dunn reported that the beech tree needs to be cut back and agreed to carry out this work. A dark spot had been identified where the road narrows and it was agreed to write to the Neighbourhood Highways Officer to request that this is rectified.
- d) Memorial Garden. Nothing to report.
- e) Christmas Lights. Only half of the current lights are working. It was therefore agreed to buy new ones: Cllrs Walker and Dunn to action.

95 (17/18) Maintenance and Traffic Issues.

- a) Flowers – half barrels. £590 sponsorship had been either received or promised – the target was £600. They have been planted up for the spring display.
- b) Signage to recognise the sponsors was discussed. It was agreed that sponsors of whole planters could provide their own sign if they wished, and different options for the remainder would be investigated.

96 (17/18) Verbal reports from meetings attended.

Cllrs Lock had attended a Highways meeting at Merton.

97 (17/18) Items Brought Forward by the Chair for information only.

There were no items brought forward by the Chair.

The Date of the next meeting was confirmed as Monday 8th January 2018. Cllr Lock sent his apologies in advance.

Signed Date