

Dolton Parish Council

Minutes of meeting held Monday 7th January 2008 at 7.30pm in the Village Hall , Dolton

Present: Cllr Giles in the chair, Cllrs. , Boyes, Burnage, Genge, Grigg, Jury and Partridge The Clerk ,Mary Harris , 15 members of public

Cllr Giles welcomed PCSO Sandra Brown to the meeting

Apologies: Cllr Lock, Berkley Sage

The minutes of the meeting held 10th December 2007, having been duly circulated, were signed by the Chairman as being a true and correct record with 2 amendments (1) minute **700** has a typing error in the spelling of Aller Road and (2) "Butlin Rd " does not exist.

Proposed Cllr Jury Seconded Cllr. Boyes All agreed.

MATTERS ARISING FROM MINUTES

- 702** A meeting date for the Parish Plan Review Working Group with Malcolm Harris from TDC Community Planning was organized for January 28th 2008 (minute 695 refers)

FINANCIAL MATTERS

- 703** Grant Requests (4a) There was some discussion regarding the lack of grant applications forthcoming from local organisations and the decision was made to extend the grant application deadline ; to advertise the availability of grant aid within the next newsletter and to contact previous recipients of grant aid. The meeting agreed grants to:

The Dolton & Dowland Horticultural Society £50

Proposed Cllr Genge , Seconded Cllr Grigg - All agreed

Dolton Rangers £80

Proposed Cllr Partridge, Seconded Cllr Boyes – All agreed

Accounts to Pay (4b)

Dolton & Dowland Village Hall £7

Clerk Salary & Expenses £227.05

Caretaker Salary & Expenses £112.40

Cllr Genge proposed that the accounts be approved and Cllr Burnage seconded. All agreed.

Other Financial Matters (4c)

The Clerk reported that the 2008/09 precept application for £12,300 had been received by Torridge District Council by the due date.

PLANNING

- 704** Applications to consider (5a) None to consider
Permissions granted (5b) None to consider
Refusals advised (5c) None to consider

Any other planning matters (5d) Adjoining Parish notices in reading file

DENNIS CROSS PLAYING FIELD

- 705 Cllr Jury reported that the installation of the equipment was complete. The meeting discussed the need for regular inspections and maintenance and Cllr Boyes and the Clerk agreed to research the issues and report back to the next meeting.

REPORT- FLAG POLE

- 706 The Meeting was asked to consider the request from a resident (minute 688 refers) regarding the purchase ,and installation of a flagpole in the village. There was discussion regarding the Council's procedure for grant aid ; the implications for maintenance and the "ownership" of such a project. It was agreed that an organization would need to be the beneficiary and not an individual and therefore the grant request was deferred until the February meeting in order for Cllr Partridge to investigate further.

REPORT – AGENDA SETTING & PROCEDURES

- 707 Cllr Burnage presented a report to the meeting which asked the Councillors to consider some elements of Council meeting procedures. Some discussion took place with a suggestion that a training session should be arranged with Ken Miles, Torridge District Council prior to a Council meeting. The Clerk to arrange . The report was deferred until the February meeting.

REPORT – CODE OF CONDUCT 12(2)

- 708 Cllr Genge had circulated the report but it was agreed that further research to the DAPC and the Standards Board would need to be undertaken and that the report should come back to the meeting in due time. The Clerk and Cllr Genge will construct a letter to the Standards Board regarding the issues.

REPORT – LETTER TO TDC

- 709 Cllr Burnage sought an update from Cllr Genge regarding the letter on 2nd December 2007 to Maria Bailey of TDC. Cllr Genge reported that she had had no reply as yet.

REPORT – LOCAL DEVELOPMENT FRAMEWORK

- 710 Following the Local Development Framework consultation on Monday January 21st 2008 , the issues that have been highlighted by the community will be considered by the Parish Plan Review Working Group on January 28th 2008. It was proposed that the group could return the consultation

outcomes to TDC on behalf of the Parish Council .
Proposed ; Cllr Griggs and Seconded ; Cllr Partridge. All agreed.

REPORT _ 2nd EDITION OF NEWSLETTER

- 711** A draft of the 2nd issue of the newsletter was circulated to the meeting. The report suggested that the newsletter be approved quickly for a print run and distribution prior to the LDF consultation meeting on 21st Jan. There was discussion regarding some editorial content and it was agreed that the article referring to the Playing field should be omitted and replaced by further marketing of the grant application process. Cllr. Genge requested that the minutes record that she would not put her name to the newsletter and that the process had not allowed any previous consultation opportunity to be involved. It was proposed that the newsletter be printed and circulated as soon as possible with the amendments as previously discussed. After removing the playing field topic, Cllr. Genge's position remained unchanged.

Proposed Cllr. Partridge 2nd Cllr. Boyes. Majority vote for the proposal.

CORRESPONDENCE

- 712** The Clerk received a request from Ms Christine Beedles to read to the meeting her letter to the Parish Council regarding Council procedures . The Chairman acceded to this request and the Clerk read the letter in full.

ANY OTHER BUSINESS

- 713** Issues arising under Any Other Business :
- Clerk asked to write again regarding the drainage leak on Rectory Rd
It had been reported that there was a broken window in the toilet block in the Square
The Clerk was asked to write to TDC regarding waste removal
It was reported that a number of street lights were out and the Clerk was asked to contact the County Council.
The Clerk was asked to write to Devon Highways regarding Stafford Hill gutters.
The Clerk suggested that routine maintenance issues could be reported to her at any time and thus reduce the list of actions to be taken once a month following a Council meeting. An ongoing procedure of reporting would be more effective in ensuring that prompt action was taken.
Cllr Jury reported that she would be discussing the local bus time table issues at the next Torridge Area Advisory Group meeting

The meeting closed at 9.40am

714 DATE OF NEXT MEETING February 4th 2008

Signed.....Chairman.....dated
Contributors to the Public session

Ms C Beedles

Ms C Beedles

David O Brien

David O Brien

PCSO Sandra Brown

Correspondence

Newsletter & Public Consultation

Quality Council and Agenda procedures

Newsletter – sub group to manage ?

Introduction

Dolton Parish Council meeting Monday 7th January 2007

P A R T T W O

Cllr Jury requested a part 2 to the meeting in order to discuss maintenance and cleanliness issues at the Toilet Block in the Square. She told the meeting that the toilets were in disrepair and had a poor standard of cleaning routine. She had at times cleaned the toilet block herself . The broken window was obviously causing additional work although the caretaker had closed the toilet block awaiting this repair. The caretaker's contract requires a cleaning service on a daily basis but there was no monitoring or quality checks in place to ensure high standards. It was unclear as to who was responsible for reporting or instigating repairs to the toilet block , although the caretakers contract does state "maintenance" , it may need to be made clearer to him as to reporting lines.

Cllrs discussed the need to put into place regular checks.

The meeting decided that a tactful letter be sent to the caretaker highlighting the customer complaints in order for him to be made aware of current problems.