

# NEWTON POPPLEFORD & HARPFORD PARISH COUNCIL

Minutes of the Parish Council Monthly Ordinary meeting on  
Monday 27<sup>th</sup> November 2017 in Newton Poppleford Village Hall at 20.00hrs

**ACTION by:**

	<p><b>Present</b> Cllrs. Jeffery, (Chair), Burhop, Coppell, Dalton, Downen, Lipczynski, Ranger, Tillotson, Walker &amp; Zirker. DCC Cllr. Claire Wright PC Steve Lee Clerk and 3 members of the public.</p>	
Public Forum	<p><b>Fire Regulations were outlined to those present.</b></p> <p><b>Police Report</b> October 2017 - 0 crimes recorded. Recent spate of theft of tools from vehicles. Ongoing liaison with CC re: Four Elms Hill safety issues. Christmas anti-drink/drive initiative starting in December.</p> <p><b>County Councillor Claire Wright</b> Cllr. Wright spoke regarding Four Elms Hill and forthcoming HATOC meeting re: attempts to make road safer. Options include addtnl. unbroken white lines, speed reduction, drainage / potholes repairs. Additional updates re: health and wellbeing and scrutiny meetings at DCC.</p> <p><b>District Councillor Ranger</b> Issues raised / discussed: TPO issues with regard to Church Green (See planning minutes) EDDC ongoing consultation re: Village Plan / BUAB's Frustrations re: ability of Scrutiny Comm. to undertake their role. Continuing attempts to resolve noisy drain cover in High Street.</p> <p><b>P3 / Footpath Warden report</b> P3 Hon. Warden not in attendance. No report provided other than a verbal one; all is well!</p> <p><b>Neighbourhood Plan update / report</b> Housing Styles Consultation due to end shortly. Analysis will follow ready for New Year report. <b>Clerk: please add to JAN agenda for further updates.</b></p> <p><b>Public Questions</b> Resident raised issue of noticeboards in parish and publication of official Council notices thereon.</p>	
486	<p><b>Apologies for absence.</b> Cllr. Kemp Ted Swan – Hon. Footpath Warden</p>	
487	<p><b>Declarations of Interest made.</b> All members present are, by definition, members of the NPPFF Trustee Board. Cllrs. Burhop declared a pecuniary interest in Agenda item 492(b) as he is the recipient of a payment to be approved.</p>	

488	<p><b>Minutes</b>  <i>Ordinary Meeting of Council 30<sup>th</sup> October 2017</i>  <b>Cllr. Walker proposed (P) adoption of the Minutes of the Ord. meeting held on 30<sup>th</sup> October 2017.</b>  <b>Seconded (S) Cllr. Burhop. 8/0/2. So adopted</b>  <i>Meeting of Finance Committee 10<sup>th</sup> October 2017</i>  <b>Cllr. Burhop (P) adoption of the Minutes of the Finance Committee held on 14<sup>th</sup> November 2017.</b>  <b>Seconded (S) Cllr. Tillotson. 10/0/0. So adopted</b></p> <p><b>Matters Arising from the approved Minutes above:</b>  <i>None raised.</i></p>	
489	<p><b>Chairman brought forward agenda item 9/12 (Highways)</b>  Ongoing concerns regarding speed and safety on Four Elms Hill A3052. Cllr. Downen raised issue of additional VAS pole at bottom of hill adjacent to westbound bus-stop, and cleaning of mirror and foliage surrounding it. Clerk is meeting with DCC HWO on 29<sup>th</sup> Nov. and will raise these issues then.  Continuing concerns regarding danger of crossing A3052 road bridge on foot. Clerk to determine ownership of land as previously directed.  Frustration from members re: lack of progress with re-positioning of bus stop at Lower Way. Clerk to raise with HWO as above.  Discussion re: parking arrangements at school post-build.  Meeting to be arranged with DCC/EDDC/School &amp; Council to bring matters forward.  It was proposed that the balance of the HMCEF grant receipt (£669) be used to purchase road signs and equipment for use within the parish – Clerk to act under delegated authority as directed by Council. Storage of items to be at Pavilion pro-tem.  <b>(P) Cllr Burhop. (S) Cllr. Zirker. 10/0/0. So resolved.</b>  <b>Clerk: please note and acquire items within grant budget as required.</b></p>	Clerk
490	<p><b>Chairman's Announcements</b>  None, not already covered on agenda.</p>	
491	<p><b>Planning</b>  <b>a) Applications received for consideration;</b>  None  <b>b) Applications received for consideration after agenda;</b>  17/2494/VAR. Holmleigh, Back Lane. NP.  Variation to Condition 9. ( approved plans ) 11/2679/FUL  Cllr. Dalton declared a personal interest as associate of applicant. Plan were not available via EDDC Planning Portal and matter was therefore deferred until DEC meeting for members to consider.  <b>Clerk: please liaise with EDDC to extend consultee period.</b>  <b>c) Minor EDDC amendments received;</b>  None  <b>d) Tree Matters;</b>  Members discussed the recent tree works on Church Green which went beyond the permitted works prescribed by the extant TPO.  It was agreed that Clerk will contact Contractor to seek reimbursement of all payments made in respect of these works and a meeting to be arranged with EDDC to consider future action.  <b>Proposed Cllr. Burhop, seconded Cllr. Downen.</b>  <b>Approved unanimously.</b>  <b>Clerk: please note and contact Contractor accordingly.</b></p>	Clerk                    Clerk

<p>491 (Continued)</p>	<p><b>e) Determinations;</b> as per agenda  <b>f) Enforcement Matters;</b> None  <b>g) Correspondence received;</b> None  <b>h) Other planning matters of urgency;</b>  EDDC Infrastructure Delivery Plan. Noted by Council.  No comments necessary / considered relevant.  <b>Clerk: please update website with new applications, determinations, etc.</b></p>	<p>Clerk</p>
<p>492</p>	<p><b>Financial Matters for Consideration</b></p> <p><b>a) i) Financial reports including bank reconciliation, cashbook summary and financial statement circulated to members.</b>  <b>(P) Cllr Burhop. (S) Cllr. Walker. Approved unanimously.</b>  <b>ii) Budget Monitor OCT 17.</b>  <b>(P) Cllr Burhop. (S) Cllr. Zirker. Approved unanimously.</b>  <b>Clerk: Please upload financial documents to website for public reference / perusal.</b></p> <p><b>b) Payment to be approved / ratified by Council</b>  <b>Payments to be approved for NOV17 as previously circulated.</b>  <b>(P) Cllr. Jeffery. (S) Cllr. Zirker</b>  <b>Cllr. Burhop declared a pecuniary interest and abstained from voting. 9/0/1. Approved.</b>  <b>Clerk: Please upload financial documents to website.</b></p> <p><b>c) Expenditure under Chairman’s delegated authority.</b>  Incorporated within PTBA under agenda item b)</p> <p><b>d) To consider applications for Grant Funding assistance.</b>  None received</p> <p><b>e) To consider Budget and Precept Matters.</b>  Finance Committee will meet on 12<sup>th</sup> December to consider final draft forecast and taxbase figures as provided and will recommend a formal budget / precept figure for Council to consider at DEC ordinary meeting on 18<sup>th</sup> December.  <b>Clerk: Please provide Finance Committee notes and place on DEC agenda for Council’s formal resolution re: 18/19 budget and precept decision.</b></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>493</p>	<p><b>Business to be considered:</b></p> <p><b>a) TO CONSIDER MEMBERSHIP OF C.P.R.E. AS PER INVITATION</b>  After considerable debate, this matter was deferred to a later meeting of Council, once policy in respect of such memberships can be determined by Council as part of an overall Policy Strategy.  <b>Clerk: please note.</b></p>	<p>Clerk</p>
<p>494</p>	<p><b>b) TO CONSIDER OUTCOMES OF RECENT COMMUNITY EVENT</b></p> <p>Cllr. Burhop reported that event generated £595 surplus, and that a donation of £200 was also received towards future events. This £795 has been vired to Community Events Reserve as per previous resolution of Council. Cllr. Burhop thanked all involved.  <b>Chair formally asked that Council register its thanks to Cllr. Burhop for his role in making the event such a success.</b>  Chair asked all members to start thinking about 2018 events and suggested that the matter be added to JAN18 agenda. Agreed.  <b>Clerk: please note and add to agenda accordingly</b></p>	<p>Clerk</p>

495	<p><b>c) TO CONSIDER GRASS CUTTING ON WEBBERS MEADOW 2018/19 AS PART OF GRASS MAINTENANCE CONTRACT.</b></p> <p>After discussion, it was agreed that any future contractor will be asked to cut grass in march and remove risings. A subsequent cut will be required in September. For the remainder of the season, the grass will be left as meadow to encourage wild flower growth and diversity, aside from pathways around perimeter for walking access and across meadow to allow access to 2<sup>nd</sup> field and picnic tables. It was further agreed to liaise with P3 warden and DCC Wardens to maximise the benefit and environmental significance of this land.</p> <p><b>Clerk: please note and allow for this consensus of opinion to be conveyed to any prospective contractors during the tender process next year.</b></p>	Clerk
496	<p><b>d) TO CONSIDER GRASS CUTTING ELSEWHERE IN PARISH 2018/19 AS PART OF GRASS MAINTENANCE CONTRACT.</b></p> <p>This matter was deferred to the Finance Committee as part of their deliberations on this subject.</p>	
497	<p><b>Update on Section 106 / CIL funding.</b></p> <p>Cllr. Ranger advised that an email had been circulated to members outlining what the next steps were. This seems to have gone awry.</p> <p><b>Cllr. Ranger: please resend to all members for further consideration in December.</b></p> <p>The issue of the Gazebo in Back Lane Play Area appears to have been approved by EDDC but there are still discussions required regarding monies relating to the Hoppins development.</p> <p><b>Clerk: please contact Sulina and see if she can attend either December's ORD meeting or January's so that all remaining obstacles can be overcome and the benefit to the parish obtained without further delay.</b></p>	Cllr. Ranger  Clerk
498	<p><b>Matters considered as urgent by presiding Chairman.</b></p> <p>None.</p>	
499	<p><b>Correspondence</b></p> <p>None received.</p> <p>There was a discussion regarding the future of the old school building once the construction of the new school was completed. It was suggested that the building be registered as a Community Asset but no proposals were forthcoming to take this forward. It was mentioned that any individual or group could pursue that option but that they would need to be mindful of the significant costs of maintaining such an old building and the pitfalls of having such an asset in terms of governance and use, especially in a parish with 3 village meeting halls already.</p>	
500	<p><b>Date and time of next ordinary meeting</b></p> <p>The next meeting of council will be on December 18th 2017 at 8.00pm, venue Newton Poppleford Village Hall</p>	
	<p><b><i>With no further business to discuss, Chairman closed council meeting at 9.40pm.</i></b></p>	

*Signed as a true record of the meeting above:*

Chairman: \_\_\_\_\_ Date: \_\_\_\_\_