

NEWTON POPPLEFORD & HARPFORD PARISH COUNCIL

Minutes of the Parish Council Monthly Ordinary meeting on
Monday 30th October 2017 in Newton Poppleford Village Hall at 20.00hrs

ACTION by:

	<p>Present Cllrs. Jeffery, (Chair), Ranger, Burhop, Dalton, Downen, Kemp, Walker & Zirker. PC Steve Lee Honorary Footpath Warden, Ted Swan Clerk and 4 members of the public.</p>	
Public Forum	<p>Fire Regulations.</p> <p>Police Report September 2017 - 3 crimes recorded. As of 30th October 2017, no further crimes recorded. 15 logged incidents. Ongoing liaison with CC re: Four Elms Hill safety issues. Question from Cllr. Kemp regarding Aylesbeare Halfway Inn Jcn.</p> <p>County Councillor Claire Wright Cllr. Wright sent her apologies and advised that report will follow asap for publication online.</p> <p>District Councillor Ranger Issues raised / discussed: EDDC Scrutiny Meetings Exmouth Regeneration Board GESP – Greater Exeter Strategic Plan. HofSW LEP. EDDC Cabinet. Frustrations over private nature of most meetings with little or no minutes / reports despite over-reaching public interest concerned. EDDC Recycling programme. Drain Cover in NP High Street (SWW matter): involvement of Environmental Health officers re: nuisance to residents. HATOC in November re: Four Elms Hill issues. Clerk: please publish Cllr. Ranger’s report on website.</p> <p>P3 / Footpath Warden report Attended DCC P3 conference in October. Repairs to footbridges are imminent at Old Railway Line crossing and further along across ditchwork. Needs landowner consent to be finalised. Annual P3 survey currently in preparation which will accompany request for P3 funding to DCC. Deadline FEB2018. Suggestion that Sir Hugo Swire be contacted re: pledge to improve / replace Red Bridge at Harpford. Clerk: please add to 2017 Action List.</p> <p>Neighbourhood Plan update / report Housing Style Consultation underway. Deadline for receipt of submissions 30.11.17. Links added to website to assist completion. Once data collated, then next phase is Policy Preparation. Volunteers / assistance required. Clerk confirmed £1473 available in NHP reserves. Clerk: please add to NOV agenda for further updates.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>Public Questions</p> <p>Resident raised issue of interrupted water supply to Venn Ottery recently. Council has no jurisdiction and suggested course of action was to contact SWW direct.</p> <p>Question regarding Willows alongside Back brook, which were planted as flood prevention measures. Some now 15ft high. Clerk was asked to enquire whether these could be reduced in height and cuttings used for further planting along bank. Offers of help to undertake this activity received with thanks.</p> <p>Representation from resident regarding proposed Christmas Luncheon in Village Hall. It was clarified that this is NOT a Council sponsored or organised event and that volunteers were arranging. Discussion regarding both support and criticisms of same.</p>	
446	<p>Apologies for absence.</p> <p>Cllrs. Coppel, Lipczynski and Tillotson County Cllr. Claire Wright</p>	
447	<p>Declarations of Interest made.</p> <p>All members present are, by definition, members of the NPPFF Trustee Board.</p> <p>Cllrs. Walker declared a pecuniary interest in Agenda item 451 as she is the recipient of a payment to be approved.</p>	
448	<p>Minutes</p> <p><i>Ordinary Meeting of Council 25th September 2017</i></p> <p>Cllr. Ranger proposed (P) adoption of the Minutes of the Ord. meeting held on 25th September 2017.</p> <p>Seconded (S) Cllr. Walker. 8/0/0. So adopted</p> <p><i>Meeting of Finance Committee 10th October 2017</i></p> <p>Cllr. Burhop (P) adoption of the Minutes of the Finance Committee held on 10th October 2017.</p> <p>Seconded (S) Cllr. Walker. 8/0/0. So adopted</p> <p>Matters Arising from the approved Minutes above:</p> <p><i>VAS maintenance / recharging arrangements.</i></p> <p><i>Budgets and Precepts Discussions proceeding and will be addressed at next FC meeting 14/11/17.</i></p> <p><i>Issue of pedestrian crossing point at NP / Harpford road bridge.</i></p> <p><i>S106 / CIL receipts to be used to improve MUGA at Playing Field.</i></p>	
449	<p>Chairman's Announcements</p> <p>None, not already covered on agenda.</p>	
450	<p>Planning</p> <p>a) Applications received for consideration; None</p> <p>b) Applications received for consideration after agenda; None</p> <p>c) Minor EDDC amendments received; None</p> <p>d) Tree Matters; Council wished to ratify support for 17/2245/TRE – Northmostown, Bridge End Cottage (Repollarding Willows). Proposed Chair, seconded Cllr. Kemp. Approved unanimously.</p> <p>e) Determinations; as per agenda</p> <p>f) Enforcement Matters; None</p> <p>g) Correspondence received; None</p> <p>h) Other planning matters of urgency; None</p> <p>Clerk: please update website with new applications, determinations, etc.</p>	Clerk

451	<p>Financial Matters for Consideration</p> <p>a) Financial reports including bank reconciliation, cashbook summary and financial statement circulated to members. Chair thanked Clerk / RFO for clarity of reports provided (P) Cllr Burhop. (S) Cllr. Walker. 8/0/0. Approved Clerk: Please upload financial documents to website for public reference / perusal.</p> <p>b) Payment to be approved / ratified by Council Payments to be approved OCT17 as previously circulated. (P) Cllr. Ranger. (S) Cllr. Zirker Cllr. Walker declared a pecuniary interest and abstained from voting. 7/0/1. Approved. Clerk: Please upload financial documents to website.</p> <p>c) Expenditure under Chairman’s delegated authority. Incorporated within PTBA under agenda item b)</p> <p>d) To consider applications for Grant Funding assistance. None received</p> <p>e) To consider Budget and Precept Matters. This matter was deferred until November as Finance Committee are Currently discussing and considering forecasts / budgets etc. Matters to be considered – NPPFF costs, inflationary pressures, Grass and Maintenance agreements. Lengthy discussion regarding grass cutting patterns, locations, frequency and responsibility. Matter was deferred until NOV until FC can consider financial implications and agree framework. Clerk: Please provide background evidence and place on NOV agenda for further discussion.</p> <p>f) To consider recent VAT Consultation report Cllr. Zirker outlined VAT situation with regards to both NPHPC and the NPPFF. Neither body is currently VAT registered, but Council can reclaim under statutory section 33 powers (known as VAT126 policy). Forthcoming refurbishment works at Pavilion will require a Trustee Board decision on way forward. Matter was referred to FC for further consideration and review.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
452	<p>Business to be considered:</p> <p>a) TO CONSIDER FURTHER PROVISION OF DOG WASTE AND LITTER BINS IN PARISH. This matter was referred back to FC for costing / further consideration. Clerk: please note and add to next FC agenda.</p>	<p>Clerk</p>
453	<p>b) TO CONSIDER PARISHES TOGETHER GRANT FUNDING 2017/18 Financial Year</p> <p>Clerk advised Council that due to the nature of the confidential financial aspects of this proposed joint application for public access AED provision, that this matter should be considered in Part B. Proposed Chair, seconded Cllr. Burhop. Approved unanimously. Clerk: please note and minute accordingly</p>	<p>Clerk</p>
454	<p>c) TO CONSIDER PARISHES TOGETHER GRANT FUNDING 2018/19 Financial Year</p> <p>Chair asked members to think about co-operative projects with other nearby parish councils and email Clerk / Chair with details for consideration at a later date.</p>	

455	<p>d) TO RECEIVE UPDATE ON FORTHCOMING COMMUNITY EVENT.</p> <p>Cllr. Burhop outlined the arrangements for the Firework display scheduled for 3rd November and reported ticket sales to date. Council has received correspondence from a resident concerned about the effect of the Fireworks on her animals and Clerk, Cllr, Burhop and Cllr. Ranger had been in contact with EDDC, equine experts, Council’s insurers, the Firework Display Contractor and the SLCC to ensure that Council was acting correctly and was conforming to all regulations relating to public firework displays. Subsequently, Council is assured that it is acting correctly subject to all usual Risk Assessments being carried out.</p> <p>A question from the public regarding costs to parish was heard. In response, Cllr. Burhop confirmed that all costs should be covered by receipts and that Council’s published policy was to “break even” as a minimum, and it was hoped that the final receipts would generate a surplus for use on future events. Furthermore, the event is a great fundraiser for local groups who are permitted to share the space at NIL cost in order to raise funds for their own projects.</p>	
456	<p>e) To consider status of WC asset transfer and refurbishment project.</p> <p>Clerk reported that application was ready to be submitted, and simply required Chair’s signature to proceed. As per previous resolution of Council, this was forthcoming. Once that process is finalised, the WC Working Party can continue with their project budgeting and deliberations and can report back to Council with timescales for completion etc.</p> <p>Clerk: please update Council as developments warrant.</p>	Clerk
457	<p>f) To consider proposal that, from 1st April 2018 (the new financial year), all NPPFF related expenditure and income be transferred to NPPFF accounts and removed from NPHPC accounts.</p> <p>Proposed Chair, seconded Cllr. Zirker. Approved unanimously. So resolved.</p> <p>Clerk: please liaise with Chair, FC Chair and Cllr. Zirker to action accordingly. Adjust Budget Forecasts to incorporate this resolution.</p>	Clerk
458	<p>g) To consider future format of Council meetings.</p> <p>Chair invited members to speak regarding this matter. Cllr. Ranger suggested a tri-monthly “brainstorming” working party so that members could raise ideas / concerns / suggestions in an informal setting with no set agendas or formal framework, an idea seconded by Cllr. Downen given ratio of working members etc. Members considered this a useful way of starting new projects and making Council more cohesive. Clerk reminded all Councillors that such a meeting was advisory only and that all decisions must be made by either sub-committee using their Terms of Reference and/or delegated powers, or by Full Council, with public in attendance. It was agreed to convene a suitable meeting to see how things pan out. No public representations when asked by Chair.</p> <p>Clerk: please liaise with all members to determine the best date and time for such a WP meeting.</p>	Clerk

463	<p>Date and time of next ordinary meeting The next meeting of council will be on November 27th 2017 at 8.00pm, venue t.b.c.</p>	
464	<p>It was proposed that the meeting of Newton Poppleford and Harpford Parish Council continue in closed committee as per the provisions of the Public Bodies (Admissions to Meetings) Act 1960. Resolved unanimously. Press and Public were thanked for attendance and excluded from meeting room.</p> <p>Proposed Cllr Jeffery, seconded Cllr. Dalton. 8/0/0. Approved.</p>	
465	<p>To consider matters pertaining to grant funding and governance No resolutions made. Discussion on community events, third party fundraising and member responsibility to not act unilaterally.</p> <p>To consider Maintenance Contracts As Clerk was still attempting to determine from higher authorities what their level of responsibility is and where they intend to maintain in the next financial year, this matter was referred to the Finance Committee for further consideration when details known. Clerk: please note and action accordingly.</p> <p>To consider Parishes Together Project 17/18 As per resolution under minute entry 453 above, members considered new financial information from neighbouring Councils regarding the proposed Public Access Defibrillator projects. Clerk assured members that the previous application with East Budleigh could be withdrawn and a revised, larger, project application submitted without difficulty. The new project would involve joint Co-operation with both Woodbury Parish Council and Bishops Clyst Parish Council, resulting in 6 AED's being installed at no direct cost to the residents of NPH parish. It was proposed by Cllr. Jeffery and seconded by Cllr. Ranger that Council allow the revision and resubmission of the former PT application as per financial proposal circulated. 8/0/0 So resolved Clerk: please note and action accordingly.</p>	<p>Clerk</p> <p>Clerk</p>
	<p><i>With no further business to discuss, Chairman closed council meeting at 10.25pm.</i></p>	

Signed as a true record of the meeting above:

Chairman: _____

Date: _____