

**Minutes of the Annual Parish Council Meeting held in the Village Hall on Friday
30th May 2014 following the Annual Parish Meeting**

Present: - Cllrs H Jeffery – Chairman
Cole – Vice Chairman
Clarke
Pearce
Slattery
Tillotson
Phillips
Ranger

Apologies: - Cllrs D Jeffery & Cook (prior engagements). The Chairman noted that Cllr Salter was not in attendance and that the Clerk had not received an apology.

In attendance:- D G Atkins (Clerk) and Cllr Potter (DC). At this point Cllr Channon (CC) left for another meeting.

10/13/68 Election of Chairman for the ensuing year – Cllr H Jeffery

Proposed	Cllr	Cole	
Seconded	Cllr	Slattery	Unan.

Cllr Jeffery read and signed the acceptance of Office.

10/13/69 Election of Vice Chairman for the ensuing year – Cllr Cole

Proposed	Cllr	Phillips	
Seconded	Cllr	Pearce	7-1

10/13/70 Minutes of the meetings held on 29th April and 19th May to be approved and signed. It was agreed to pass these to the next meeting due to points raised by Cllr Ranger which needed clarification. The Clerk agreed to incorporate further wording providing Cllr Ranger forwarded her written suggested wording in respect of the Harpford Hall etc, due to her concern that the Minutes did not give enough information for future reference.

It was also agreed to leave those of the 19th May as they had only been presented at the meeting.

10/13/71 Reports

A Chairman's

1. Police – No report

B Clerks

1. In respect of the year end return to audit, the draft having been presented to the A.P.M was referred to again by the Clerk. It was noted that the internal audit would be carried out starting on 9th June 2014. The Clerk explained certain headings noting the further analysis in respect of salary and pavilion PFF figures as on the accounts statements. He referred to the Annual Audit Return which was copied to Members and noted for signing by the Chairman.

It was further noted that all reports and accounts would be placed on the web when available.

Cllr Slattery made a point of good practice in respect of Audit in that in business the auditor was changed on occasions. He thought it would be a worthwhile exercise to see in any other Council would swap its Auditor with ours next year. It was agreed to investigate the matter further.

2. Receipts, Payments, Balances for April noted and filed.
3. Water leak re.public conveniences School Lane. The Clerk explained that due to a larger than normal account having been received he sought the help of Cllr Pearce who established that the meter was revolving a rate of knots, therefore confirming a leak. The Clerk duly notified South West Water and established the leak was on our side of the meter. A contractor was sought and works awaited. The toilets had been closed and notices posted. It was further established that the SWW stop cock was also unable to turn off the flow and was to be replaced, but at the time of the meeting this had not been accomplished. The Clerk was awaiting the necessary refund pack to make a claim.
4. Web site update – Cllr Slattery – It was noted that he and Shan Merritt had met with the Company providers, the service and some matters were in hand to up-grade the web. There was to be a further charge but this was within the budget provision. Discussion took place but it was agreed to proceed on the way outlined and the cost as agreed (Account received and forwarded to Cllr Slattery for ratification).
5. World War One Information update (History Group ideas). The Clerk put forward the request by the History Group to plant some

more trees. He had suggested to them that the group in Webber's Meadow second field could be adopted and this was considered acceptable. The History Group with the players as referred to at the APM were sponsoring the Play, and it had been suggested that PC Members become involved and it was hoped that if each Member gave a £5 donation towards the draw this would mean improved prizes could be achieved. All the proceeds were earmarked for Royal British Legion.

6. The Clerk referred to the matter of re-establishing Committees of the Council now that it was at full strength, e.g. Planning and Finance and Property Management, which it was considered could assist in meeting the problem of venues for meetings. He made it clear that in respect of financial matters no decisions would be made until the Council had received and agreed any required actions.

It was resolved to consider this under an Agenda item at the next Council meeting, especially the numbers. It was noted that previously it had been the practice to allow up to 10 Members on the Planning Committee and 5 including Chair and Vice Chair of Council on any others. Decision required. The Clerk further made the suggestion that due to the number of Heads of Expenditure under various projects that it might be prudent to revert to individual accounts being reintroduced under the headings of cemeteries, surgery, allotments, public conveniences, playing field, Webber's Meadow and where Receipts and Payments were concerned the Accounts be presented as normal procedure.

C County Cllr

1. Cllr Channon's full report as observations on the year is attached to the Minutes. Annex A. Questions were answered in the A.P.M. meeting.

D District Cllr

1. Cllr Potter's full report is attached to the Minutes Annexe B. Questions were dealt in the APM Meeting.

10/13/72 Communications

1. **County** – None.
2. **District** – None.

3. **Other** – Letter from Mrs Reaves and Mrs Wallace re. parking of vehicles in Burrow Lane causing obstruction and requesting the Parish Council to seek the introduction of double yellow lines.

10/13/73 Matters raised by Members

1. Cllr Cole referred to the previous request for a footway gate from Webbers Meadow second field to the A3052. He had agreement from Richard Spurway, Devon County Council P3 Officer that they would supply a gate, to be fixed by the Council.

Resolved accepted some other works would be required to the slope from the field.

10/13/74 Closure

Open Session

Mr Burhop spoke on the matter of the Public Conveniences in that the Disabled Facility was open to all and therefore could not the rest be open. Cllr Cole responded that the Clerk must establish who would be paying for the water and sewage charge.

Shan Merritt referred to the Harpford Hall citing the public appeal and offer of shares for the Public House in Sidbury. Cllr Ranger referred to the facts relating to the past and that the Agents would only deal latterly with the Council. She now had received information indicating that they might renegotiate with the Community.

Barry Easter referred to the matter of the Parish Council's position in respect of attendance at Appeals and Hearings, including DMC Meetings, requesting the Council to review their decision. The Clerk pointed out that a resolution stands for 6 months before being revisited (standing orders refer).

Mrs Cameron-Web suggested that all the FOI requests should now be placed on the Web.

The Chairman thanked everyone for their attendance and closed the meeting at 9.35pm.

Chairman

Date