

Newton Popleford & Harpford Parish Council meeting held on Tuesday 5th July 2016 In Harpford Hall at 7-30pm	
Present: Cllrs: Jeffery – Chairman, Clarke, Downen, Kemp, Lipczynski, Ranger, Tillotson, & Zirker.	Actions
Apologies: - Cllrs: - Coppell, Burhop, & Walker	
In attendance: - D G Atkins (Clerk & RFO), Cllr C. Channon CC and One member of the public.	
Open Session No matters raised	
Council Meeting 17/16. Minutes of the meeting held on Monday 23rd May 2016 (APCM) were agreed and signed. Proposed Cllr Jeffery 2nd Cllr Ranger Unan.	
18/16 Declarations of Interest – Cllr Zirker, Private & Personnel, as neighbour , re waterleat Planning Application.	
<p>19/16 Actions list.</p> <p>a) VAS. Noted Mrs Pitchford had contacted the Clerk, she was to order the required poles and enquired about a training date, referred to DCC Barnstable office, Mrs P was to contact; <i>Action;</i> Clerk to contact Mrs Pitchford to state that the 3 locations had been agreed by the Parish Council and that initially the Police would install the VAS until Cllrs have had training. <i>Action;</i> add to action list, the need to look at other sites in the villages including Higher & Lower Way.</p> <p>b) 106 funds. Noted £10,000 now in the play equipment fund, held by EDDC. EDDC are content that the Parish Council go ahead with a play gazebo in the playground to provide a sheltered play area. Cllr DZ referred to a wooden shelter he has seen at Colyton Raleigh saw mills and had obtained a brochure, passed to the Chairman for consideration. <i>Action; Chair to continue to liaise with EDDC.</i></p> <p>c) Play area. At this point the Chairman raised the matter of the broken Fence next to the play area/car park, which needed immediate attention. Resolved to seek a Quote if Toby Taylor could not do it. <i>Action; Clerk to get the fence fixed.</i></p> <p>d) Surgery & storage heaters; <i>Action; Clerk to ask Electrician what can be done about the current storage heaters and if a time control can be installed.</i></p> <p>e) Standing orders. Note revised pages given to all members present at the meeting on Monday 23rd May as hard copies. <i>Action;</i> Clerk to ensure that an electronic version is sent to all Cllrs. Cllr DZ to send an electronic copy to Shan for the Web Site.</p> <p>f) Balsam. Noted- Cllr DZ was in the process of placing notices, provided; on the Notice Boards requesting help in its removal.</p>	<p>A</p> <p>A</p> <p>A</p> <p>A</p>
<p>20/16 Issues requiring decisions.</p> <p>a) Review of terms of reference. Planning Committee. Added sentence to clarify controversial applications. Otherwise agreed with proposed amendments. Proposed Cllr HJ.2nd Cllr DZ. Unan.</p> <p>b) Finance & Property, No Amendments. Proposed Cllr HJ, 2nd Cllr DZ. Unan</p> <p>c) Policy & Personnel. No amendment, Proposed Cllr HJ 2nd Cllr DZ. Unan</p> <p>d) Committee members. It was agreed that Cllr Walker be added to the Planning Committee. Noted Planning Committee 9 members. Finance 5 members & Policy and Personnel 4 members.</p>	

<p>e) Housing needs survey. Financial support requested by the Neighborhood planning group to conduct a housing needs survey. Martin Parkes from Devon Communities Together was to provide a questionnaire at a cost of £2700 to be available for early Autumn. Resolved to ask the Neighborhood Plan Group to make a claim through the Parish Council for Neighborhood Funds as needed. The Chairman advised that the sum of £5000, be applied for from the Government fund. It was further agreed to ask for a model copy of the Questionnaire to be supplied for members to view. Proposed Cllr VR 2nd DZ. Unan. Action. Clerk to contact the plan group.</p> <p>f) Flooding & Erosion at Harpford. The parish Council agreed to contribute £250-00 towards the total cost of the flooding and erosion survey carried by Harpford residents. The survey has been used by Devon County Council as evidence and in looking at options. Proposed Cllr HJ 2nd Cllr AK. Unan. Action: Clerk to Draw Chq care of VAL ranger.</p> <p>g) Cllr Channon, gave a brief overview of the total estimated costs in the region of £200,00-00 With the EA & Public Rights of way finding other funding. The Chairman advised that the Parish Council could contribute to the soft works. It was noted the work had to be done as the path was getting dangerous. Action DCC/EA.</p> <p>h) Trees on the Village green- progress with action, Cllr Ranger referred to talks she had had with Stuart Baker the Officer dealing with the TPO (Tree preservation order). It was noted that his view was that some work was required, Cllr Ranger had spoken to Andy Rowse (local tree surgeon on the matter and he was prepared to do a survey provided he received a written request. Actions; Cllr Ranger to confirm to the Clerk by email what the exact works to the trees Is required from Stuart baker. The Clerk to write to Mr Rowse and one other approved EDDC approved tree surgeon with the specification to obtain quotes for the works, an additional quote will be required if over £1,000 Action: Clerk to write to Mr Rowse. Note consideration of creating a Tree Warden to Advise the parish Council on Tree matters. Noted other parishes have one. Cllr Kemp Agreed to take on the mantel and enquired if EDDC did training. The Clerk was to Provide contacts. Action; Clerk to provide information.</p>	<p>A</p> <p>A</p> <p>A</p>
<p>21/16 County Cllrs Report.</p> <p>a) Cllr Channon, referred to the proposed Xmas lunch. Providing information on contacts to obtain information on persons that might wish to Join in .Cllr Kemp was given the form. Cllr Channon indicated that she could provide £500-00 from her fund to assist. Requests needed before the end of October. Action; Cllr Kemp</p> <p>b) Road markings had been replaced and cat’s eyes would follow where the road was wide enough.</p> <p>c) The School replacement. It was noted that there was no new date for consideration of the plan. Cllr Channon said that the main entrance was to be off School Lane but Contractors were to use Millmoor Lane. Kitchen deliveries were queried as to how they were to be provided. On the matter of the recent accident That had taken place. It was noted that a meeting on Site was to take place at Turner Turner Close/ Glebelands on 14th July at10am (Paved area).Members to attend, Cllrs Kemp, Tillotson, Jeffery. Cllrs Coppell & Burhop be asked if they could attend. Questions asked referred to Grass & hedge cutting & Visibility problems Issues of lack of visibility due to growth of the hedgerows needs to be reported to the County</p>	<p>A</p>

<p>Council. The very large pot hole at the turn off to VO Quarry. Was noted, The liaison committee had not taken place and that the Straitgate application had been withdrawn for the time being. Next Quarry meeting is on 26th July in Woodbury.</p>	
<p>22/16 Discussion items.</p> <p>a) Xmas luncheon noted discussed under CC report.</p> <p>b) Parishes together, consideration of schemes. Grass verges, contribution to Red Bridge Scheme & School parking were noted. Working group to take ideas forward and recommend to the Council, including Cllrs Kemp, Jeffery and Tillotson.</p> <p>c) Community Building fund. Pavilion kitchen extension as one item. Cllr DZ provided further information in respect of a structural Engineers report. It was also considered that another Trustee meeting was required. Agreed date to be Friday 15th July Action; Clerk to arrange and notify, after establishing who might be able to attend. It was further noted that in respect of the CIL meeting Cllr VR would attend and feedback.</p>	A
<p>23/16 Planning Applications.</p> <p>a) 16/1317/FUL. Otter Dell, Harpford. Demolition of existing Bungalow, garage and outbuildings and construction of new two storey house and detached Garage. Observations: support, no objections, Site inspected. Policies H6 & D1 highlighted in respect of Design & distinctiveness.</p> <p>b) 16/0489/FUL. End House, Hunger Hill, Conversion and extension of existing outbuilding to form annex to main dwelling. Observation:- Fully support as annex to main Property</p> <p>c) 16/0218/OUT See attached. Actioned Clerk.</p>	A
<p>24/16 Committees Part B item.</p>	
<p>25/16 Financial Management Receipt payments and balance to end of April/May. Noted by-Election cost £1409 plus VAT. Bus shelter panels- agreed unanimously for panels to be replaced at a cost of £280 (outside Pride and village green). Funded from bus shelter maintenance budget. Action; Clerk to advise contractor to proceed.</p>	A
<p>26/16 Reports</p> <p>a) County, see earlier.</p> <p>b) District Cllr Ranger referred to the report forwarded by Email earlier in the day noted Village plan 4th September needs NPPC our response. Also the viewpoint survey requires a Parish input. Resolved item to July meeting. Action Clerk & Cllr Ranger. Cllr Ranger also mentioned at this point the proposed reduction of members of the scrutiny committee down to 10 members.</p> <p>c) P3 Mr Swan, referred to next meeting (as not present).</p>	A
<p>27/16 Communications VOSRA event & invitation to attend on 23rd July 2016. Noted grass to be cut 3 days before. Action Clerk to advise contractor.</p>	A
<p>28/16 Exchange of information</p> <p>a) Noted the query on the Cemetery maintenance made by Mrs Kimber had been dealt with. Cllr DZ was to advice her and deal with a return visit. Action DZ.</p>	A

<p>b) In respect of Mr Slades communication this was noted and would be further considered after the tree surgeon had reported. Action Clerk to write to Andy Rowse as referred to above.</p> <p>c) It was also noted that West Hill were hoping to have their own Parish Council. (under consideration)</p> <p>d) Cllr Zirker advised that the projector equipment was now ordered with an experimental screen. Electric ones to be considered after experimentation of the mobile system. Wifi was also raised to be placed on the future action list. Action Clerk.</p>	<p>A</p> <p>A</p> <p>A</p>
<p>Part B Clerk was asked to leave.. Policy & Personnel Committee reported back on the clerks appraisal and succession planning the role of clerk.</p>	
<p>Closure - The meeting concluded at 10.05 pm.</p> <p>Chairman</p> <p>Date</p>	