

NEWTON POPPLEFORD & HARPFORD PARISH COUNCIL

Minutes of the Parish Council Monthly Ordinary meeting on
Monday 30th July 2018 in Newton Poppleford Village Hall at 20.00hrs

ACTION by:

	<p>Present: Cllrs. Jeffery, (Chair), Dalton, Kemp, Ranger, Tillotson, Walker and Zirker. Clerk, Paul Hayward. Hon. Footpath Warden, Ted Swan PCSO Dave Keeler 2 members of the public</p>	
<p>Public Forum:</p>	<p>Fire Regulations were outlined to those present.</p> <ul style="list-style-type: none"> a) Written Police Report Circulated to Cllrs. Published online. PCSO Keeler introduced himself to Council. No questions raised. b) DCC Report, Cllr. Claire Wright. As circulated. Available on website. c) EDDC Report, Cllr. Val Ranger As circulated. Available on website. No questions raised. d) P3 report represented by Ted Swan. Vegetation on paths has been suppressed by heat and drought although recent rains will accelerate new growth. Replacement bridge works on FP16 have been delayed and TS will liaise with Richard Spurway (DCC) to ascertain when the works are scheduled for – having previously been advised that they were “top priority”. The final Balsam Pulling event will be on 11th August but Ted reported that the last event was poorly attended; just he and another volunteer. There are several areas that require attention but which involve access to private land. There was a recent press article published to highlight the problems of invasive species. Dog waste continues to be a serious problem in the parish despite the addition of new dog waste bins recently. Clerk was asked to liaise with school in September to initiate a school campaign, to add to SEP agenda for Cllrs. to consider further and to organise posters to be laminated and displayed around the parish on noticeboards, fences, posts etc to highlight the problem. e) Public Questions Representation from residents regarding recently installed Dog Waste Bin at Littledown Orchard which they claimed was causing a nuisance in terms of odour and pests in their adjacent garden due to proximity issues and the failure to empty the contents. Clerk was directed to contact DCC (landowner) on the opposite side of the road to request that the bin be re-sited and also to liaise with EDDC regarding their claims that the bin was not being emptied on a regular basis, despite contractual arrangements being in place. Chair thanked the residents for attending and airing their concerns. 2 members of the public left the room at this point No further questions raised / representations made. 	

18/89	<p>Apologies for absence: Cllrs. Burhop, Coppell, Downen & Lipczynski. Noted and approved by Council.</p>	
18/90	<p>Declarations of Interest made: All members present are, by definition, members of the NPPFF Trustee Board.</p>	
18/91	<p>To consider Minutes of previous meetings: <i>i) Ordinary Meeting of Council 25th June 2018</i> Cllr. Ranger proposed approval of the Minutes of the Ordinary meeting held on 25th June 2018. Seconded Cllr. Zirker. Resolved unanimously and therefore approved. Chair signed minutes as a true record of that meeting <i>ii) Matters arising from these minutes</i> Southerton Brook maintenance project proceeding. Clerk to meet with contractors this week. No response from SID/BSAL surgeries re: Newton Poppleford patient transfer arrangements. Clerk to chase.</p>	
18/92	<p>Chairman's Announcements / Matters of Urgency: Cllr. Walker had attended the Health Forum meeting in OSM on behalf of Council. They are seeking to replicate the Budleigh Salterton Health Hub concept in Ottery but require a lead "sponsor" with financial and reputational credentials to act as an effective "guarantor" and to persuade NHS Property Services that proposal is valid and can be sustained in the long term. As with the BS hub, some commercial / private integration will be required to make entire scheme financially viable. EDDC has been approached but were reluctant to commit. Notes of that meeting from Eli Pang will be circulated by Cllr. Walker when available. Chair asked whether the OSM hospital had been registered as a "Community Asset". Not known. Cllr. Walker proposed that NPHPC support any such projects in principle and would assist wherever possible to maintain hospital provision in OSM. Seconded by Chair. Resolved unanimously. Cllr. Walker will relay this resolution back to the Health Forum. No further action required at this stage of proceedings.</p>	
18/93	<p>Financial Matters: <i>a) i) To consider payments to be approved for payment for July 2018 as per schedule previously circulated and published online.</i> Proposed by Chair, seconded by Cllr. Walker. Resolved unanimously. Clerk: Please make payments accordingly. <i>a) ii) To consider payments to be pre-approved for payment for August 2018 as per schedule previously circulated and published online. (There being no scheduled meeting of Council in August)</i> Clerk highlighted that certain payments were approximated at this stage as invoices had not yet been received into the parish council and that ratification would be required in September. Proposed by Chair, seconded by Cllr. Zirker. Resolved unanimously. Clerk: Please note and prepare payments for authorisation as resolved subject to invoice and verification. <i>b) To consider expenditure made under Chair's / RFO's delegated powers as per adopted Financial Regulations (extant).</i> As circulated previously. Proposed by Chair, seconded by Cllr. Zirker. Resolved unanimously.</p>	

18/93 (Cont.)	<p>c) <i>To consider and review the financial reports for July 2018 which have previously been published on the Council's website.</i> Noted. Clerk: Please prepare a quarterly financial review for September's ORD meeting (quarters one and two).</p> <p>d) <i>Questions relating to financial reports and accounts.</i> A query was raised by Cllr. Zirker regarding receipts of grant income against budgeted income expected. Clerk outlined where the grant funds had been received from (Flood Mitigation Grant Award & grant funds from EDDC & Combyne Rousdon PC in relation to the ongoing AED installation project funded via Parishes Together).</p>	
18/94	<p>To consider the membership of the Policy and Personnel Committee: As a result of recent Cllr. unavailability, the last two meetings of the PPC had been postponed due to lack of quorum. It was therefore agreed that Cllr. Dalton will be added to the membership of the PPC with immediate effect and that Cllr. Coppell would be asked if he wished to remain on that committee. Clerk: please note and action accordingly. NB. Cllr. Coppell has indicated his intention to resign from this committee.</p>	
18/95	<p>Planning</p> <p>a) Applications received for consideration; <i>None received.</i></p> <p>b) Applications received for consideration after agenda; <i>None received</i></p> <p>c) Minor EDDC amendments received; <i>None received.</i></p> <p>d) Tree Matters; <i>None.</i></p> <p>e) Determinations; A/s per agenda, plus (advised after agenda published): 18/0094/FUL – High View, High Street, NP. Refused (* denotes where decision was contrary to views submitted by Council)</p> <p>f) Enforcement Matters; <i>Cllr. Ranger outlined correspondence between herself and EDDC regarding works carried out at 19 King Alfred Way which appeared to be outside the planning consents approved. EDDC enforcement have declined to issue a "stop" order on the building works, and have suggested that a revised planning application be submitted. Clerk was directed to write to EDDC Planning to express Council's frustration at these breaches of planning consent which set a precedent for future "build now, plan later" developments. Clerk: please note and action accordingly.</i></p> <p>g) Correspondence received;</p> <p>i) To consider Council's response to EDDC Statement Community Involvement Consultation. Points raised for comment submission by unanimous agreement: <i>"No Holiday consultations"</i> <i>"Clarification of the EIA definition (Equalities Impact Assessment)"</i> <i>"Concerns regarding difficulty in using EDDC website for information searches"</i> <i>"That consultation period is 21 working days, as opposed to 21 days"</i> <i>"That the word 'usually' be removed from DMC section page 13/18 in relation to parish council planning application consultations"</i> <i>"That consultation period for significant planning policy changes be set at a minimum 6 weeks, and preferably 12 weeks"</i></p>	

18/95 (Cont.)	<p>Clerk: please note and submit to EDDC accordingly.</p> <p>ii) To consider Council's response to East Devon AONB Draft Partnership Plan 2019-24 Consultation.</p> <p><i>Cllr. Ranger had circulated her observations to the draft plan. Councillors questioned the ability of the ED/AONB team to actually affect planning decisions (there being only 2 persons in that dept.), that the plan did not appear to be representative of all local groups, that some of the source data was out of date ie Equestrian data from 2002 and that the draft contained a great deal of non-important "filler" rather than concentrating on the key issues.</i></p> <p><i>It was noted that EDDC has opposed the creation of a new Jurassic National Park in conjunction with West Dorset DC as it was felt that this would remove planning powers from the LPA at a time when development was being scaled up ie via GESP.</i></p> <p>It was agreed that Clerk and Cllr. Ranger will create a draft document for Council's review "offline" and circulate to all Cllrs. for their approval, in time for submission deadline of 18th September.</p> <p>Cllr. Ranger/Clerk: please note and circulate as soon as possible.</p>	
	Business to be considered:	
18/96	<p>To consider short term financial assistance to NPPFF following completion of refurbishment project:</p> <p>Cllr. Zirker presented the final account for the extension and kitchen refurbishment project at the Pavilion / Playing Fields on behalf of the NPPFF (300848).</p> <p>The additional expenditure (beyond that originally quoted for) was £3300 with a short term cashflow issue relating to VAT reclaim of £2600, making £5900 in total. £800 was immediately available from the trading account, resulting in a short-term funding requirement of £5100 which the Trustee Board sought from Council; £2600 to be immediately repaid in September upon VAT reclaim receipt and the remainder to be repaid as per terms to be agreed between Trustee Board and Council following next TB meeting.</p> <p>Clerk outlined income receipts pending.</p> <p>In light of Council's responsibilities/obligations as sole Management Trustee of the NPPFF, it was proposed by Chair, seconded by Cllr. Walker, that Council advance the sum of £5100 – to be taken from general reserves – to the NPPFF, repayment as detailed above.</p> <p>6 votes for / 0 against / 1 abstention (Cllr. Zirker)</p> <p>Clerk: Please note and arrange payment for authorisation as above.</p> <p>Clerk: Please arrange next meeting of NPPFF T/B as soon as is possible.</p>	
18/97	<p>Correspondence received, not already circulated to members:</p> <p>None.</p>	
	<p>Date and time of next ordinary meeting:</p> <p>The next meeting of council will be on Monday 24th Sept. 2018, at 8.00pm at the Village Hall. (There being no scheduled meeting of Council in August)</p>	
18/98	<p>It was proposed that, under the provisions of the Public Bodies (Admission to meetings) Act 1960, as amended by Local Government Act 1972, the public (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed. Proposed by Chair, seconded by Cllr. Dalton. Resolved unanimously.</p> <p><i>All members of the public left the room at this point.</i></p>	

18/99	<p>Matters to be considered in confidential committee:</p> <p>a) Cemetery Matters as a result of re-mapping exercise. Clerk outlined the work recently undertaken to regularise the mapping of the St. Luke's Cemetery and to provide a schematic plan of the facility for residents and funeral directors. Cllrs. thanked Clerk for his work in this respect.</p> <p>b) Cemetery Headstone Marking Exercise Following on from a) above, it was proposed by Chair, seconded by Cllr. Kemp that Council purchase sufficient discs and bonding agent to mark each existing memorial headstone, and subsequent ones installed, with a unique plot marker to create a permanent location system. Maximum value £80. Resolved unanimously. Clerk: Please note and arrange purchase and installation.</p> <p>c) To consider matters relating to Draft Heads of Terms (HOT) received from EDDC pertaining to proposed WC Lease at School Lane. It was noted that the draft HOT lease did not make reference to "betterment" ie. the ability to recover expenditure from the landlord in the event of lease cessation. It was unanimously agreed that Clerk would return to EDDC to instruct that this be included, with recovery of refurbishment expenditure proposed at 66% at 5 year break point, 33% at 10yr break point and 0% thereafter; this being considered the reasonable service life of any such improvements. Proposed Chair, seconded Cllr. Tillotson. Resolved unan. Clerk: Please note and action accordingly. Please make contact with Council's legal representative to initiate negotiations for the lease and to determine a fixed price for the legal work involved; the District Council having agreed to cover their own legal costs.</p>	
	<p><i>With no further business to discuss, Chairman closed council meeting at 10.15pm.</i></p>	

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Signed as a true record of the meeting above:

Chairman: _____

Date: _____