

Minutes of Parkham Parish Council Meeting held on Monday, 27 March 2017 in the Allardice Hall at 7.30pm.

Chaired by: Councillor I Pincombe		Clerked by: Sue Squire
Present: Councillors G Bridger R Brooke P Dack R French T Lang I Pincombe D Stevens from Minute No. 116 County Councillor R Julian from Minute No. 117.3 District Councillor Mrs A Boyle until Minute No. 118		Agenda: - Representations from the public Apologies Declarations of Interest Approval of the Minutes of 20 February 2017 Reports Planning & Planning Correspondence Matters Arising Finance Meetings attended by Councillors / Clerk Correspondence & Notices / Publications Received Urgent items raised by the Chairman Matters raised by Councillors / Clerk including Highway matters Date of next meeting
		Action:
113.	Representations from the public. 113.1 Letter regarding the planting arrangements at Parkham Green. The matter was further discussed under Minute No. 120.4	
114.	Apologies. Councillors Mrs S Greensill and M Slee. An email was received from Councillor Mrs Costelloe the day after the meeting giving her apologies, explaining that she had not been able to get back to Parkham in time for the meeting after being away.	
115.	Declarations of Interest. Councillor Brooke – Funding request for the Allardice Hall. Minute No. 120.2. Councillor Lang – Funding request for the Allardice Hall. Minute No. 120.2.	
116.	Approval of the Minutes of the Meeting held on 20 February 2017. Approved and signed as a correct record after some very minor spelling corrections were made.	
117.	Reports. 117.1 Police. Not present. No answer had been received to the Parish Council's question regarding the distance vehicles are allowed to park from a junction. 117.2 County Councillor R Julian. <ul style="list-style-type: none"> ▪ Funding for the refurbishment of the two telephone boxes had been approved ▪ Calming gates at Horns Cross would be done after the change over of contractors at Highways from South West Highways to Skanska. Calming gates would also be fixed at Bucks Cross. ▪ Funding is to be made available for work on three non classified roads in each County Councillors' Division. This Parish Council had given Councillor Julian a list of the three roads requiring the most attention at the present time. They are to be inspected by him and the Neighbourhood Highway Manager. This matter was further discussed under Minute No. 119.8 and was raised by Councillor Lang at the end of County Councillor Julian's report. ▪ Health and Wellbeing. The situation was not clear. There had been a great deal of opposition about the closure of Holsworthy Hospital. Beds were being taken from use at 	Clerk to check position

	<p>Bideford Hospital for the area to be used for physiotherapy. Councillor Julian highlighted at a special meeting that it does affect Parishes and communities if relatives and friends requiring hospitalisation are not in the nearest hospital. This also has an impact on the patient. This issue will be raised again at a meeting towards the end of April.</p> <p>Councillor Lang spoke about the list of three roads where one of those identified – Melbury Depot to Copstone Cross is the same. He felt the description of the area should be ‘Copstone Cross to Melbury Farm entrance where it joins the unclassified road from Land Cross to Bradworthy’.</p> <p>117.3 District Councillor Mrs A Boyle. Boundary Commission. Parkham will be in the Monkleigh and Putford Ward, not Kenwith with effect from the District Council Elections in May 2019. Councillors were of the opinion, having looked at the maps, that Parkham would come into the Hartland Ward.</p> <p>Devolution. A meeting had been called by West Cornwall. If there was a change in the Constituency, it would stretch to include Bude, Bideford and Launceston. Neighbourhood Forums are producing productivity plans to work out how this would proceed. The next meeting would be to decide how it would be progressed.</p> <p>Torrige District Council. There are a lot of agency workers in the Planning Department and efforts are being made to find permanent staff. TDC officers Ian Fry and Diane Thompson are working on a document to explain the planning process which it is hoped will help Parish Councils’ know what is expected of them.</p> <p>Penhaven. Councillor Mrs Boyle had received a lengthy email from the Agent and had tried to speak with the Planning Officer who was unable to discuss the matter with her until permission had been given.</p> <p>Councillor Brooke advised he had not had any discussion with anyone since the planning meeting, apart from a telephone conversation 6 weeks after the Planning Committee had met to enquire the process and he had been told work was being done regarding the Application and no further information could be given.</p> <p>Councillor Mrs Boyle had been requested to ask TDC to speed up the process. She would ask permission from Bell Cornwall (Agents) to be able to speak to TDC. There was concern that due to bullocks in the adjoining field, insufficient consideration had been given about the odour and noise.</p> <p>Councillor Mrs Boyle advised of two Planning Applications for 2017 in respect of Parkham – 1/0015/2017/FUL and 1/0014/2017/CPE. The latter had been considered at Parkham Parish Council meeting on 20/2/17 but no reply received for clarification.</p> <p>The Clerk to ask TDC to update the Parish Council on the situation.</p> <p>117.4 Planning Sub Committee. Councillor Brooke advised the Committee had not met. He had a conversation with Mr John Blaney regarding the Application for land adjacent to the Allardice Hall. Part of the Application is to be based on the number of people who have expressed an interest. TDC need details of these people. In this connection, the Clerk to ask for permission from those who had expressed an interest to comply with Data Protection issues.</p> <p>The names are to be passed to TDC only. Pearce Homes who are proposing to build the development, will know the number of people who have expressed an interest but not their names. An Application is to be submitted by Pearce Homes based on what failed with the last Application.</p>	<p>Clerk to re-send the details in confirmation</p> <p>Clerk</p> <p>Clerk</p>
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<p>118.</p>	<p>Planning and Planning Correspondence. 118.1 Planning Applications: There were no Planning Applications to consider.</p> <p>118.2 Planning Correspondence. 118.2.1 County Matter Application 39858/2017 – continuation of quarrying until 2032, extension of quarry by 35m to allow for the extraction of 150,000 tones of sandstone and the continuation of the importation of insert waste for processing at Babeleigh Wood Quarry, Parkham. It was noted that Parkham Parish Council had responded with ‘no objections’.</p> <p>118.2.2 The following TDC Decision Notice was noted: APPROVAL for Application 1/1231/2016/REM – reserved matters pursuant to 1/0987/2014/OUT – land at Barton Road, Parkham.</p>	
<p>119.</p>	<p>Matters Arising. 119.1 Village Sign. The present position was unchanged from the last meeting. Councillor Brooke will continue to find out when the contractor will finish the work.</p> <p>119.2 Affordable homes. It was noted that a further letter expressing interest had been received.</p> <p>119.3 Devon Air Ambulance Night Landing Site. Councillor Lang reported on a site meeting on his land where the new bungalows are to be built. Electricity will be on the site and there are no power lines. The Devon Air Ambulance officer was of the opinion that the site would be suitable and a second person is now to inspect it. Councillor Lang passed on the comments spoken about at the last Parish Council meeting that the night landing site should be at Horns Cross and was advised that the site should be where there is the most population. Planning permission would be required. Thanks were expressed to Councillor Lang for pursuing this project after the site at the football field opposite the Allardice Hall could not be used due to a number of overhead power lines which would be too costly to be undergrounded.</p> <p>119.4 Potential hazards outside Jacobs Field and St James Close. This had been covered under 117.1 – Police Report.</p> <p>Councillor Brooke advised that the occupant of the house which had been let at the time and the subject of noise and parking by a number of vehicles 2 years ago had approached him about the problem of vehicles being parked at this location.</p> <p>Because cars are parked opposite his property, anything larger than an ordinary car has to drive over his land outside his property which extends to the edge of the road, even though it appears it is a pavement. Large vehicles are driving over it which are causing damage and potholes are forming. When filled with water, vehicles driving through them cause muddy water to splash up onto his wall.</p> <p>Councillor Brooke advised the resident that the Police had confirmed the owner of the vehicles parked was not doing anything wrong or illegal. The resident had asked the position if he placed stoned along the edge of his property boundary and it was felt Highways should be contacted.</p> <p>The situation of the vehicles parked where they are was highlighted recently when emergency vehicles experienced difficulty accessing the fire at the Bell Inn.</p> <p>The Clerk to write to the owner of the vehicles explaining that the vehicles parked in that location is causing distress to other members of the community and it would be hoped that community spirit would prevail and he could see his way clear to move them.</p>	<p>RB</p> <p>Clerk</p>

119.5 Adoption of the public telephone boxes on Parkham Green and Horns Cross.

It was noted that County Councillor Julian had supported this project and had awarded the sum of £1,413.78 from his Locality Budget. This is the total cost of the work following quotations being received.

A late quotation was received on 19/3/17.

It was further noted that the Agreement to adopt had been received from BT, completed and returned by the Clerk. Once the signed copy had been received back from BT, the telephony would then be removed although the timescale was not known. The refurbishment work could then be done.

The future use of the telephone boxes was briefly discussed with Councillors recalling that the suggestion of a mini library in the Parkham Green kiosk and the possibility of a defibrillator in the Horns Cross kiosk had been mentioned.

Councillor Bridger to put an article in the Parkham Pie asking for parishioners' suggestions.

GB

119.6 Overgrown hedge from Bocombe Mill. Councillor Lang reported it will be done.

119.7 Obscured visibility from Rectory Lane. It was noted that a letter had been sent to the owner of the nearby property requesting that the lower branches of trees are trimmed to improve visibility at the junction.

119.8 Three priority roads – County Councillor Julian's additional allocation for repairs to minor / unclassified roads.

It was noted that the following details had been sent to County Councillor Julian:

- road from Horns Cross including Acre Road towards Goldworthy
- Newhaven to Parkham Cross
- from the Council Depot at Copstone Cross to the junction at Melbury Farm entrance. This description is as a result of Councillor Lang's comments under Minute No. 117.2.

119.9 Road at Dydon Cross in Alwington. It was noted that representations about the state of this road had been sent to Alwington Parish Council and confirmation received that it had been reported to DCC Highways along with other roads in the Parish by their Parish Clerk.

119.10 Memory Board – The Bell Inn. Councillors had been invited to bring any old photographs of The Bell Inn and any other ideas to create this historical piece of information. This item was deferred to the next meeting.

119.11 Road markings at the junction of Brewers Lane / Chapel Lane / Barton Road. It was noted that DCC Highways had been advised that these had faded with a request that the correct road markings were reinstated.

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119.12 TAP (Town and Parish) Fund Application. It was noted that the application for ditch and drainage work had been submitted to TDC by the Clerk on behalf of Parkham and Woolserly Parish Councils.

A response from TDC had been received: DCC allowed this type of work to be carried out with TAP funding on condition that all ditch and drainage works be approved by DCC's Flood Risk Team and the Environment Agency before being carried out.

The officer administering the fund had asked for confirmation that this has been or will be done.

In this connection, the Clerk contacted DCC's Flood Risk Team and the Environment Agency for permission to proceed and received a reply from the officer at DCC who had requested a map of the areas to be worked on.

The Clerk brought a map to the meeting for the areas to be identified and has asked her counterpart at Woolserly to provide the details for that Parish. The map giving details of the Parkham work would

	<p>be completed towards the end of the Summer.</p> <p>The Environment Agency had replied: There are no 'Man River' designations in the Parkham and Woolserly parishes. Hence, there is no requirement for the Environment Agency to consider/regulate the ditch maintenance work in question.</p> <p>Councillor Dack spoke about the lane near his home at Newhaven Bridge, which is classified as far as the cottage.</p> <p>A recent tractor run had dislodged a lot of stones and the drain is blocked solid down a large section of the lane. Councillor Dack tries to keep it clear but is experiencing more difficulty than before to do this.</p> <p>As it is a classified road, Highways to be requested to inspect it.</p>	<p>Clerk</p>
<p>120.</p>	<p>Finance.</p> <p>120.1 Balances. Lloyds Bank Treasurers Account as at 24/2/17: £8,942.01</p> <p>Budgetary figures up to the end of February 2017 were circulated to Councillors ahead of the Meeting.</p> <p>120.2 A request for a donation from Parkham Allardice Hall was considered.</p> <p>A letter of application and a copy of the latest set of accounts have been received to comply with criteria laid down for Parish Councils to follow.</p> <p>The letter advised that the Trustees of the Allardice Hall were seeking funding for an unexpected project the Trustees are taking on. They had offered a part of the Hall to the Landlords of The Bell Inn, recently destroyed by fire, to allow them to trade and for the community to have somewhere to meet. It would be for a limited number of evenings and the Landlords would pay hire charges like other users. The letter went on to say:</p> <p>The area that will be used is probably the worst part of the Hall, and was on the agenda to be upgraded in the future, when the new kitchen is complete. This has now been brought forward due to the fire at the Bell Inn, as the need is now considered immediate as the local community need to continue to meet, particularly the older members of the village.</p> <p>Scope of works include:</p> <ul style="list-style-type: none"> • Relocate chairs from what was the chair store. • Create an opening/serving hatch with shutter into the committee area. • Fit out the old store as a bar, including washing up and hand washing facilities. • Renovate and paint the ceiling in committee area. • Install new lighting. • Renovate the floor. • Internal re-decorations • New door to match other new doors <p>The total cost will be in excess of £6,500.00. Most costs have been quoted, but some to date are estimated.</p> <p>The Trustees have decided to make an opportunity out of a disaster and feel that this is a very important project and therefore have already started work in the hope of opening the new bar in mid-April and, as such, are working to a very tight time schedule.</p> <p>When the pub is operational again the parishioners and other users will have an excellent facility, making the premises even more attractive as a venue.</p>	<p>Clerk</p>

Taking account of the above, the Trustees are respectfully asking Parkham Parish Council if they would consider part funding the project and would like you to consider a grant of £5000 towards the overall cost. In considering this, we would like to point out that when looking at the accounts, please be aware that approximately £35,000 has been allocated for the new kitchen at the Allardice Hall.

When sending her apologies, Councillor Mrs Greensill asked for her thoughts to be given.

Councillors Brooke and Lang declared a Personal Interest.

Councillor Bridger had received a cheque in the sum of £205.33 from residents as a donation from the wound up Neighbourhood Watch Scheme in Pound Meadow. A number of residents had requested that this money was given to the Allardice Hall project and Councillors wholeheartedly supported this suggestion. Councillor Bridger will ask that the cheque is made payable to the Allardice Hall.

GB

A letter of thanks to be sent to Mrs Cathcart for the donation.

Clerk

Councillor French proposed that the Parish Council give the requested donation of £5,000, adding that it is a very important part of the community and a number of people have made representations that the Parish Council support this project.

Councillor Bridger advised it was hoped to be open for business on 28 April 2017 subject to the Allardice Hall's permission. The Licence would be held by The Bell Inn Landlord and the Allardice Hall Trustees have had to extend the Hall's Licence to include the bar.

Seconded by Councillor Bridger and agreed. Councillors Brooke and Lang did not vote and there was one abstention.

Councillor Lang expressed thanks on behalf of the Allardice Hall and the cheque was handed to him to pass on to the Treasurer.

120.3 The following payments were approved and authorised:

Mrs S Squire	Salary	£235.26	
	Contribution towards Broadband	£ 1.50	
	Photocopying	£ 19.80	
	Mileage	£ 10.00	

Shared contribution towards hire of the Castle Centre, Barnstaple for Code of Conduct training attended by

Cllr G Bridger £ 2.75

Reimbursement – fee to adopt two telephone boxes £ 2.00

£ 271.31

Parkham Allardice Hall Request for donation **£ 5,000.00**

Devon Association of Local Councils 2017/18 Subscription **£ 173.11**

Clerk

Ch.No.525

Ch.No.526

Ch.No.527

This Invoice had been received after the publication of the Agenda.

Councillors were in agreement for the cheque to be authorised as the DALC had requested the Parish Council's indication that it would like to continue as a DALC member by 28/4/17 which was before the next scheduled meeting on 22 May 2017.

It was noted there was no payment for HMRC in respect of PAYE as an earlier payment was apportioned to month 9 which is a period when no payment was made. The account is £58.80 in credit and by not paying this time, the situation will be evened out.

120.4 Parkham Green Planting. To further discuss the parishioner's email and the arrangements to be put in place.

	<p>Councillor Bridger read an email from the person who had previously carried out the planting and suggested that a budget and contact was allocated.</p> <p>Rachel from The Bell Inn had advised she was willing to do planting of the tubs and organise a team of people to look after them.</p> <p>Councillor Lang proposed that Rachel from The Bell Inn proceeded with her plan up to an annual budget of £300. Seconded by Councillor Bridger. All agreed.</p> <p>Councillor Bridger advised that three of the wooden planters by the Parish Church were showing signs of rot. This to be an item on the next Agenda.</p> <p>A letter of thanks to be sent to The Trusty Gardener thanking him for his past efforts.</p> <p>120.5 DCC. Grass Cutting Agreement. It was noted that the Agreement had been received from DCC, signed and returned for further attention. A claim for the funding had been received by the Clerk which had to be returned as the contact details were incorrect.</p> <p>120.6 Parkham Village Playground. Letter of thanks for donation of £1,000.</p> <p>120.7 Lloyds Bank Mandate. On the day of the meeting, the Clerk telephoned Lloyds Bank to follow up the letter enclosing a variation mandate to add Councillors Bridger, Brooke, Mrs Costelloe, Lang, Slee and Stevens as cheque signatories and was advised that the Bank's system had been updated as requested.</p> <p>120.8 2017 Annual Return. This had been received on the morning of the meeting and would be completed at the next meeting when agreeing the accounts for the year ended 31 March 2016.</p>	<p>GB</p> <p>May Agenda</p> <p>Clerk</p> <p>May Agenda</p>
121.	<p>Meetings attended by Councillors / Clerk.</p> <p>121.1 Code of Conduct Training attended by Councillor G Bridger. This was an interesting and informative evening.</p>	
122.	<p>Correspondence & Notices / Publications Received (these were placed on the table & available to read).</p> <p>122.1 DCC. Road closure from 22 – 26 May 2017 between 9.30am and 3.30pm in respect of pole replacement. Roads affected – road from Parkham Primary School to Babeleigh Cross, Parkham, junction from Melbury Road to road from Copstone to Melbury Cross. <i>Noted.</i></p> <p>122.2 TDC. Taxi Policy Consultation. <i>Noted.</i></p> <p>122.3 Devon & Cornwall Police. Letter regarding the redesign and re-prioritisation of the workforce involving a significant reduction in PCSOs across the Force area. <i>Noted.</i></p> <p>122.4 NDADA (North Devon Against Domestic Abuse). Letter seeking a site for a Re:store Bus to visit rural areas. Susan Wallis, CEO of NDADA would be happy to attend a Parish Council meeting to discuss options.</p> <p>Councillors suggested that the most appropriate place to park would be in the Allardice Hall car park.</p> <p>122.5 TDC. North Devon Coast AONB's Small grant scheme now open for 2017. Councillors had been forwarded with the details. <i>Noted.</i></p> <p>122.5 Woolserly Parish Council. Copy correspondence regarding discharge of conditions in respect of the Planning Application for Route 39 Academy. <i>Noted.</i></p>	<p>Clerk</p>

123.	<p>Urgent items raised by the Chairman.</p> <p>123.1 The Pensions Regulator. The Parish Council is obliged to offer a pension to employees. The Clerk advised that she would prepare a letter for the Chairman to sign at the next meeting advising that due to her salary not reaching the threshold amount for a pension, a pension would not apply, although she could organise a pension herself if she wished to.</p>	Clerk May Agenda
124.	<p>Matters raised by Councillors / Clerk including Highway matters.</p> <p>124.1 Councillor Stevens will put information details on the affordable housing poster on to the Parish Council's Facebook page. Councillor Brooke to send him the details.</p>	RB / DS
125.	<p>Date of next Meeting: Monday, 22 May 2017 in the Allardice Hall at 7.30pm. This will be the Annual Parish Council Meeting (AGM).</p> <p>The Meeting ended at 9.36pm.</p>	
<p>Summary of Decisions:</p> <ul style="list-style-type: none"> ➤ Minutes of 20 February 2017 ➤ Donation of £5,000 to the Allardice Hall ➤ Payments ➤ Rachel from The Bell Inn be asked to take on planting the tubs in the village, with a budget of £300 		
<p>These Minutes are agreed by those present as being a true record.</p>		
<p>Signed: Chair of Parkham Parish Council:</p>	<p>Date:</p>	