

**Minutes of Parkham Parish Council Meeting held on Monday, 20 February 2017
in the Allardice Hall at 7.30pm.**

Chaired by: Councillor I Pincombe		Clerked by: Sue Squire
Present: Councillors G Bridger P Dack from Minute No. 100.1 T Lang I Pincombe M Slee until Minute No. 107.2 D Stevens County Councillor R Julian from Minute No. 101 District Councillor Mrs A Boyle PCSO L Rendle 3 Members of the public		Agenda: - Representations from the public Apologies Declarations of Interest Approval of the Minutes of 9/1/17 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:
100.	Items raised by members of the public. 100.1 A householder was present to speak about the concrete blocks in the road between Parkham and Woolsery. He explained why stones have been placed in the road which was to protect his property. There had been various other options used before the present arrangements and the hedge on the other side of the road to his property belongs to him. The householder left the meeting before Councillors had a chance to debate the matter and the comments were noted. 100.2 Becky Allmark encouraged Councillors to complete an online consultation in connection with public health services. Some of the work is currently contracted to Virgin and the tender is up for consultation. There is a fear that public health nursing will lose ring fencing with the funding being diverted elsewhere.	
101.	Apologies. Councillors R Brooke, R French and Mrs S Greensill. An email from Councillor Mrs Costelloe sending her apologies was received during the meeting.	
102.	Declarations of Interest. Councillor Pincombe declared a Personal Interest in Minute No. 107.2 – request for a donation from Parkham Playground Fundraisers. Councillor Bridger declared a Prejudicial Interest in Minute No. 107.3 – payment to him as reimbursement for expenses incurred for the new year celebration.	
103.	Approval of the Minutes of the last meeting held on 9 January 2017. Approved and signed as a correct record.	
104.	Reports. 104.1 Police. PCSO McGovern and PCSO Rendle had emailed to advise they had visited Parkham on 12/1/17 where the van and another two vehicles were parked in place (between Jacobs Field and St James Close). There are no parking restrictions for where the owner of the vehicles had parked the vehicles and it is perfectly fine to park there. With regard to being partly parked on the pavement, because there is still enough room to walk past, there is no obstruction. PCSO Rendle was asked to clarify the position on the distance vehicles can be parked from a	

junction.

The following report was given for the last 3 months:

There had been 4 crimes:

3 possession of cannabis. This was picked up whilst a motorist was driving along the A39 which fell in the Parish of Parkham. The person was not from the village.

1 burglary other than dwelling, property stolen from insecure barn on outskirts of Woolsery / Parkham.

The Police had no suspects or leads at the present time.

104.2 County Councillor R Julian spoke about the devastation felt regarding the fire at the Bell Inn, Parkham and was sympathetic for the loss of the business in the community and for the landlord.

- He was pleased that Brewers Hill had been resurfaced.
- There was funding available from his Locality budget to pay for the refurbishment of the two telephone kiosks which the Parish Council were purchasing for £1 each from BT
- He was holding monthly meetings with Highways. It was known that after the DCC election on 4/5/17, further funding would be available for improvements to be carried out on three roads and Councillor Julian asked for details of any to be prioritised in Parkham.

Councillors were immediately able to give the following details:

- ❖ **Horns Cross to Goldworthy to include Acre Road**
- ❖ **Newhaven to Parkham Cross**
- ❖ **From the Council Depot at Melbury to Copstone Cross**

Councillor Dack noted that the road between Bowden Cross to Tuckingmill was in good condition but only used by approximately 50 cars a day, whereas from Newhaven to Parkham Cross, approximately 500 cars travel daily.

Councillor Julian explained that work is done on roads to hold it together which is the reason it appeared in good condition.

- The Scrutiny Committee were working on the situation when vulnerable people are hospital patients and are discharged back into the community. An answer is not expected until later in the year.
- County Councillors' Locality Budgets would not be rolled over in 2017/18 due to the elections in May. The £10,000 funding will be unchanged.
- The TAP (Town and Parish) Fund is to continue in 2017/18.
- Council Tax increases would include 3% ring fenced for the vulnerable. There would be a further 3% increase for this in 2018/19 but no increase the following year. A referendum was not required as the government had given Councils permission for the increase.
- Schools. One third of schools would see a cut in income due to a reduction of £33 per pupil. The savings would be used for vulnerable children in education.
- DCC's budget would be cut by £23m in 2017/18. There had been a cut totaling £267m in the last 8 years.
- The government had lost £360k due to insufficient pupils at the Route 39 Free School but it would still be built.
- Calming gates at Horns Cross. The funding for this had been processed and the work is expected to be done shortly. On 1/4/17, work on Highways will be carried out by Skanska, a Swedish firm, who won the contract over South West Highways.
- £47k has been allocated for road repairs / improvements at Hartland. Councillor Dack asked if each job was costed and was advised that a bulk amount was awarded but Councillor Julian would ascertain the next amount applicable.

Councillor Stevens spoke about the Road Warden Scheme and was advised that there had been a delay in rolling out the scheme because of insurance issues which were being addressed.

104.3 District Councillor Mrs A Boyle spoke on the following:

	<p>1. Steart Farm. One of the concerns is the fact that the children are supposed to have school transport to and from the school as it serves a big area. There is a discussion on the bus contractor.</p> <p>2. Bell Inn. She had spoken to various people including TDC because as a District Councillor, she can assist. A Planning Application is awaited and when rebuilt, the property will have a thatched roof again and cob walls.</p> <p>3. Penhaven. Councillor Mrs Boyle felt the planning permission given was the best option. There had been a delay in the Section 106 agreement and it was hoped that the work would proceed. There is a reduction in the number of houses, some of which were planned for holiday lets. The thinking on this has changed although there is nothing in writing but it appears there will be properties that people will be living in. Councillors were surprised about this as it was completely opposite to what had been agreed, it not being known that holiday lets were included in the plans. The understanding was that it was being built for residential, not holiday accommodation.</p> <p>4. NHS Sustainability and Transformation Programme meeting on 8 March at the Stuckley Hall, Bideford College, 7.30pm for people to discuss what was wanted in the area.</p> <p>104.4 Planning Sub Committee. When sending his apologies, Councillor Brooke advised the Committee had met to discuss the public notice from Pearce Homes and agreed the wording, a copy of which had been sent to Councillors, included in the Parkham Pie, on the notice boards and on the website. One expression of interest had been received by the Clerk.</p>	
105.	<p>Planning and Planning Correspondence.</p> <p>105.1 Planning Applications: There were no Planning Applications to consider.</p> <p>105.2 1/0014/2017/CPE - Application for a Certificate of Lawful Development. Lawful development certificate for continued use of cottages as residential accommodation falling within use class C3 with no restrictions on occupancy – Monkey Tree and Well Cottage, Penhaven Cottages, Parkham.</p> <p>Proposed by Councillor Lang to respond: Councillors can confirm that within the last 4 years these properties have not been used for staff as there is no hotel. We have reservations about the fact that they have been used continuously. Please clarify the evidence you are requesting.</p> <p>Seconded by Councillor Stevens. Unanimously agreed.</p> <p>Any other Applications received after the Agenda was sent. None.</p> <p>105.3 Planning Correspondence. There was no planning correspondence to consider.</p>	Clerk
106.	<p>Matters Arising.</p> <p>106.1 The Stevenstone Hunt on Christmas Eve. Correspondence had been received from DCC Public Rights of Way and the Chair of the Hunt as a result of representations made by this Parish Council. The Area Rights of Way Warden had advised that he was aware of the incident and had met with the land owner who made the report. He was aware of the Hunt's attitude and general behaviour when it came to following hounds. He had inspected the footpath and had agreed to fit a metal kissing gate at the Penhaven end of the footpath which would go some way to prevent a repeat of the incident. Due to budget restrictions, this had been placed on the work programme for 2017/18 with the aim to have the gate fitted by May 2017.</p> <p>A letter had been received from the Chair of the Stevenstone Hunt which advised that the points raised in the Parish Council's letter had been taken on board. The Hunt Chairman apologised on behalf of the Hunt, adding that the Hunt did not go out with the intention of upsetting anybody on that</p>	

	<p>particular day, nor any other day for that matter. Regarding the damage to the property entrance, the Chairman had been reliably informed that the matter was rectified on the same day with the approval of the female resident concerned and no further action was needed.</p> <p>106.2 Village Sign. When sending his apologies, Councillor Brooke advised that it is the contractor's intention to progress this but was unable to advise a timescale as to when it would be finished.</p> <p>106.3 Notice to Parkham Parish regarding affordable homes. This had been covered under Minute No. 104.4.</p> <p>106.4 Devon Air Ambulance Night Landing Site. Councillor Bridger reported that Western Power Distribution had quoted a sum of £35,140.75 to re-route the cables under the relevant piece of ground. The figure did not include digging the trench or the £10k for the lightning rig and communication equipment. Councillor Lang advised that there would be a site visit by a Devon Air Ambulance officer on 9 March 2017 following a suggestion made by him and he would also ask about the feasibility of a site at Horns Cross.</p> <p>Councillor Dack felt the night landing site should be at Horns Cross in case of accidents on the A39 and on the coast.</p> <p>106.5 Potential hazards outside Jacobs Field and St James Close. This had been covered under Minute No. 104.1.</p> <p>106.6 Adoption of the public telephone boxes on Parkham Green and Horns Cross. It was noted that an application had been made for the Parish Council to adopt these at £1 each. Paperwork was awaited from the Payphones Department to progress this.</p> <p>Separately, the Clerk had made extensive enquiries inviting quotations for the refurbishment of the telephone boxes in order to submit a Locality Grant application from County Councillor R Julian's allocation. Councillors have been / are being kept informed of developments.</p> <p>The Locality Grant Application Form had been submitted in respect of funding for the refurbishment of the two kiosks.</p> <p>Councillor Bridger proposed that the contract was awarded to Jason Shaw when the paperwork from BT had been received, signed, returned and approved. Seconded by Councillor Pincombe and agreed, with one abstention.</p> <p>106.7 Overgrown hedge from Bocombe Mill. It was noted that the top part of the hedge had been cut. Councillor Lang will ask the landowner to cut the side.</p> <p>106.8 Request Outreach Post Office. As a result of representations made by this Parish Council for a visit for one half day a week, a reply had been received advising that after careful consideration of the request, Post Office Services had decided not to open an additional branch locally at this time.</p> <p>106.9 Obscured visibility from Rectory Lane. Councillor Bridger reported on a conversation with the tenant. The Clerk to write to the owner of the property requesting that the lower branches are trimmed to improve visibility at the junction.</p> <p>106.10 Brewers Hill. It was noted that this had received attention.</p>	<p>TL</p> <p>Clerk</p> <p>TL</p> <p>Clerk</p>
<p>107.</p>	<p>Finance. 107.1 Balances. Lloyds Bank Treasurers Account as at 27/1/17: £9,677.42.</p>	

<p>Budgetary figures up to the end of January 2017 were circulated to Councillors ahead of the Meeting.</p> <p>107.2 Councillors considered a request for a donation from Parkham Playground Fundraisers. A letter of application and a copy of the latest set of accounts had been received to comply with criteria laid down for Parish Councils to follow.</p> <p>Councillor Pincombe declared a Personal Interest.</p> <p>Councillor Lang proposed a donation of £1,000. Seconded by Councillor Bridger. Unanimously agreed.</p> <p>107.3 The following payments were approved and authorised:</p> <table border="0"> <tr> <td>Mrs S Squire</td> <td>Salary</td> <td>£235.26</td> <td></td> </tr> <tr> <td></td> <td>Contribution towards Broadband</td> <td>£ 1.50</td> <td></td> </tr> <tr> <td></td> <td>Photocopying</td> <td>£ 19.80</td> <td></td> </tr> <tr> <td></td> <td>Mileage</td> <td>£ 10.00</td> <td></td> </tr> <tr> <td></td> <td>Shared contribution towards petrol for attending cyber security Training in Exeter</td> <td>£ 1.50</td> <td>£268.06</td> </tr> <tr> <td>HMRC</td> <td>PAYE</td> <td></td> <td>£ 58.80</td> </tr> <tr> <td>Ashford Parish Council</td> <td>New Councillors Training fee for Councillors Bridger, Stevens & Mrs Costelloe (£25 each) plus a copy of the New Councillors Guide (£2 each)</td> <td></td> <td>£ 81.00</td> </tr> <tr> <td>Parkham Playground Fundraisers</td> <td>Request for donation</td> <td></td> <td>£1,000.00</td> </tr> <tr> <td>Councillor G Bridger</td> <td>New Year Celebration</td> <td></td> <td>£327.55</td> </tr> </table> <p>The amount of £300.00 had previously been agreed.</p> <p>Proposed by Councillor Lang to approve the additional £27.55. Seconded by Councillor Stevens and agreed.</p> <p>Councillor Bridger declared a Prejudicial Interest in this payment.</p> <p>Mr M Turnbull Reimbursement for Winter plants for village green as previously agreed £59.60 Although this Invoice was received after the Agenda had been prepared, Councillors agreed to authorise the cheque as they had previously requested Mr Turnbull to purchase the plants</p> <p>107.4 Parkham Green Planting. An advert will be put in the March edition of the Parkham Pie inviting residents to do this on a voluntary basis with reimbursement from the Parish Council for plants and compost.</p> <p>It was stated that the planters and bench require treatment and Councillor Stevens volunteered to do this on the understanding that the Parish Council would purchase the materials.</p> <p>107.5 Fixed Term Deposit with Lloyds Bank. It was noted that the sum of £37,238.57 (this included the interest earned on the last period of deposit) had been reinvested for a period of six months, maturing on 26/7/17. The total interest earned during this period would be £110.80</p> <p>107.6 Letter from a parishioner offering the Parish Council approximately £205 for a donation to an appropriate organisation. Councillor Bridger advised this could be disregarded as the item was intended for the Parkham Pie.</p> <p>107.7 TAP (Town & Parish) Fund. Woolserly Parish Council had enquired if this Council wanted to join with them again in a joint TAP application for ditch clearance and hedge trimming. To facilitate this, the Clerk had requested a quotation from Smallridge and Sons who had done work for Parkham and Woolserly Parish Councils under this scheme in the past, which was awaited. The application submission deadline was 28/2/17. Approval was given by Councillors for the Clerk to proceed as necessary.</p> <p>107.8 DCC. Grass Cutting Agreement. DCC had offered Parkham Parish Council the sum of</p>	Mrs S Squire	Salary	£235.26			Contribution towards Broadband	£ 1.50			Photocopying	£ 19.80			Mileage	£ 10.00			Shared contribution towards petrol for attending cyber security Training in Exeter	£ 1.50	£268.06	HMRC	PAYE		£ 58.80	Ashford Parish Council	New Councillors Training fee for Councillors Bridger, Stevens & Mrs Costelloe (£25 each) plus a copy of the New Councillors Guide (£2 each)		£ 81.00	Parkham Playground Fundraisers	Request for donation		£1,000.00	Councillor G Bridger	New Year Celebration		£327.55	<p>Clerk</p> <p>Ch.No.519</p> <p>Ch.No.520</p> <p>Ch.No.521</p> <p>Ch.No.522</p> <p>Ch.No.523</p> <p>Ch.No.524</p> <p>DS</p> <p>Clerk</p> <p>Clerk</p>
Mrs S Squire	Salary	£235.26																																			
	Contribution towards Broadband	£ 1.50																																			
	Photocopying	£ 19.80																																			
	Mileage	£ 10.00																																			
	Shared contribution towards petrol for attending cyber security Training in Exeter	£ 1.50	£268.06																																		
HMRC	PAYE		£ 58.80																																		
Ashford Parish Council	New Councillors Training fee for Councillors Bridger, Stevens & Mrs Costelloe (£25 each) plus a copy of the New Councillors Guide (£2 each)		£ 81.00																																		
Parkham Playground Fundraisers	Request for donation		£1,000.00																																		
Councillor G Bridger	New Year Celebration		£327.55																																		

	<p>£59.00 per annum for the responsibility of grass cutting certain areas in the Parish. Proposed by Councillor Bridger to proceed. Seconded by Councillor Lang. Unanimously agreed.</p>	
108.	<p>Meetings attended by Councillors / Clerk. 108.1 New Councillors Course. Attended by Councillors Bridger, Mrs Costelloe and Stevens who all found it informative and interesting. 108.2 Cyber Security Training Event attended by the Parish Clerk. A written Report had been circulated to Councillors.</p>	
109.	<p>Correspondence & Notices / Publications Received (these were placed on the table & available to read). 109.1 Local Government Boundary Commission for England. Details of the final recommendations following an electoral review of Torridge were given which was that Parkham would, with effect from the local District Council elections in May 2019, come under the Ward of Hartland. 109.2 Forestry Commission. Hartland Forest Plan. Consultation running until 3/3/17 for members of the public to comment on the draft proposals. 109.3 TDC. Waste and Recycling Service Proposals. Consultation on proposed changes to waste and recycling in Torridge. The proposals in outline include: - weekly recycling collection in boxes and bags with an enhancement to include additional mixed plastic materials - weekly food waste collection on recycling vehicles - fortnightly charged for garden waste collection offered to 100% of the district, with a charge of £35 per annum - fortnightly non-recycled waste collection in black bags - a project to investigate depot options 109.4 TDC/NDC. Call for Potential Traveller Sites; Consultation on the draft Traveller Site Assessment Methodology; and Consultation on draft North Devon and Torridge Community Infrastructure Levy Charging Schedules and Regulation 123 Lists. Councillors decided not to submit a comment. 109.5 Woolserly Parish Council. Copy correspondence was noted to and from Willmott Dixon regarding Route 39 Academy – domestic refuse collection. The following piece of correspondence was received after the Agenda had been published: 109.6 DCC Public Rights of Way. Details of a proposed diversion on Public Footpath 8 in the Parish of Parkham. An application has been received from the owners of land at Steart Farm and requests the diversion of part of Public Footpath 8. The diversion will be made in the interest of the land owner and the public and will formalise the current route with no change on the ground. The existing route runs north South through Steart Farm then North-West, turning West . The proposed route runs West then North through land to the West of Steart Farm. There were no objections to this.</p>	
110.	<p>Urgent items raised by the Chairman. None.</p>	
111.	<p>Matters raised by Councillors / Clerk including Highway matters. 111.1 The three priority roads as mentioned in Minute No. 104.2 – the road from Horns Cross including Acre Road towards Goldworthy; Newhaven to Parkham Cross and from the Council Depot at Melbury to Copstone Cross to be advised to County Councillor Julian.</p>	Clerk

