

**Minutes of Parkham Parish Council Meeting held on Monday, 5 December 2016  
in the Allardice Hall at 7.30pm.**

<b>Chaired by: Councillor I Pincombe</b>	<b>Clerked by: Sue Squire</b>	
<p><b>Present: Councillors</b></p> <p><b>G Bridger</b>  <b>Mrs L Costelloe from Minute No. 76</b>  <b>P Dack</b>  <b>R French</b>  <b>T Lang</b>  <b>I Pincombe</b>  <b>D Stevens</b></p> <p><b>1 member of the public</b></p>	<p><b>Agenda: -</b>  Items raised by members of the public  Apologies  Declarations of Interest  Approval of the Minutes of 24 October 2016  Reports  Planning &amp; Planning Correspondence  Matters Arising  Finance  Meetings attended by Councillors / Clerk  Correspondence  Urgent items raised by the Chairman  Matters raised by Councillors / Clerk including  Highway matters  Date of next meeting</p>	
		<b>Action:</b>
73.	<b>Items raised by members of the public.</b> No items raised.	
74.	<b>Apologies.</b> Councillors R Brooke, Mrs S Greensill, M Slee, County Councillor R Julian, District Councillor Mrs A Boyle, PCSO E Rendle.	
75.	<b>Declarations of Interest.</b> Councillor T Lang. Personal Interest in Minute No. 79.2, Devon Air Ambulance Night Landing Site. Councillor G Bridger. Personal Interest in Minute No. 79.22, The Flying Start Federation. Councillor I Pincombe. Personal Interest in Minute No. 80.2, Finance. Donation to Torridge, Mid, North and West Devon Citizens Advice.	
76.	<b>Approval of the Minutes of the Meeting held on 24 October 2016</b> <b>Approved and signed as a correct record.</b>	
77.	<p><b>Reports:</b></p> <p><b>77.1 Police.</b> When sending her apologies, PCSO Rendle sent the weekly crime report, composed by the Neighbourhood Watch team.  The message at present focuses on the potential ways people can be defrauded when purchasing gifts/presents online. The following link provides more information:  <a href="https://www.devon-cornwall.police.uk/Christmas-fraud">https://www.devon-cornwall.police.uk/Christmas-fraud</a></p> <p><b>77.2 County Councillor R Julian.</b> Apologies sent. Brewer Hill is to be repaired and funding has been accepted for calming gates at Horns Cross.</p> <p><b>77.3 District Councillor Mrs A Boyle.</b> The following report was circulated to Councillors ahead of the meeting:  I have been working on the various proposals which have been put forward with regard to changes at ward and constituency levels. With regard to changes in wards, the proposal was put forward by the Boundary Commission to reduce the number of wards in TDC to 16, but TDC voted to stay with the number of wards. To meet the valid representation numbers it was proposed by TDC that all but 4 wards changed their boundaries, Kenwith would have been one of the four to remain unchanged, I have noted that Parkham would feel more aligned with Hartland. The next round of</p>	

	<p>work by the Boundary Commission will be in January 2017.</p> <p>The most alarming suggestion is that of creating a new constituency, which would run from Bideford along the coastline to Bude, leaving out Torrington and Barnstaple area, but encompassing Launceston.</p> <p>A Special Meeting was held by TDC on 21st November which only had this one item on the Agenda. It was Proposed by Cllr Brenton, and seconded by Cllr Christie, that "the Council opposes the boundary changes proposed by Govt." Cllr Symmons forwarded an amendment that "the wards being proposed to be part of the proposed constituency would be swamped by Central Devon.Cllr Symmons also declared that we have no affinity with Cornwall and that we wish to stay within Torridge District Council."</p> <p>The local media have been referring to this new constituency, should it materialise, as Devonwall!</p> <p>I was very pleased to see that you have been able to change the day of the parish council's meetings to Tuesday next year. As I will not be seeing you on Monday please can I take this opportunity to wish you all a Very Merry Christmas and a Happy New Year.</p> <p><b>77.4 Planning Sub Committee.</b> Nothing to report.</p>	
<p>78.</p>	<p><b>Planning &amp; Planning Correspondence.</b> There were no Planning Applications to consider.</p> <p><b>78.1 Planning Correspondence.</b> It was noted that a response had been sent to TDC in respect of Application 1/1072/2016/CPE – Application for a lawful development certificate for residential use at East Holwell Farm, Horns Cross. This advised that the Parish Council was not able to give any information.</p>	
<p>79.</p>	<p><b>Matters Arising.</b></p> <p><b>79.1 Village Sign.</b> Mr East who is making the sign, hopes to have it finished by Christmas.</p> <p><b>79.2 Devon Air Ambulance Night Landing Site. Councillor Lang declared a Personal Interest.</b> Councillor Bridger had received a response giving details of a problem with the site in relation to two poles which would have to be removed and the line undergrounded. In addition, a pole with a junction box would need to be moved near to the trees. This is the only site in the Parish that would be feasible. Because is to Glebe land, Councillor Lang to contact the Diocesan Registry to ascertain if they would be in agreement to the field being used in this way. If there is a positive reply, Councillor Bridger will contact Western Power Distribution with a view to obtaining the feasibility and cost of undergrounding cables and moving one pole.</p> <p><b>79.3 Local Government Boundary Commission.</b> It was noted that this Council's comments had been submitted.</p> <p><b>79.4 White lining / road surfacing outside Parkham Primary School.</b> A reply from DCC Highways was noted which advised that on this occasion there were two different work types, carried out by two different departments and two different sub contractors and unfortunately no one picked up on the extent of each others works.</p> <p><b>79.5 Funding for 'C' and Unclassified Roads.</b> At the request of County Councillor Julian in August 2016, details of roads identified for attention had been submitted. The Clerk had enquired when the work is likely to be done.</p> <p><b>79.6 Parkham Green Planting.</b> Councillor Bridger had spoken to a resident who was a former gardener who was happy to continue doing the planting. Various options had been discussed and would be progressed.</p>	<p>TL</p> <p>GB</p>

	<p><b>79.7 Bideford Bus Service.</b> It was noted that a reply had been sent to DCC from this Council and the details included in the Parkham Pie.</p> <p><b>79.8 Rough Sleepers.</b> It was noted that a reply from this Council had been submitted.</p> <p><b>79.9 Potential Hazards outside Jacobs Field and St James Close.</b> Councillor Bridger had spoken to the vehicle owner regarding safety concerns. It was pointed out that the vehicle is entitled to be parked there, it is licensed and has a valid MOT. The owner advised the vehicle will be parked thoughtfully. The Clerk to email the Police for their opinion.</p> <p><b>79.10 2017 Meeting Dates.</b> It was noted that the Methodist Schoolroom (for the January Meeting) and the Allardice Hall had been booked.</p> <p><b>79.11 The Flying Start Federation.</b> <b>Councillor Bridger declared a Personal Interest as a School Governor.</b> It was noted that the Full Governing Body had decided to: - change school category from community to foundation - join a charitable trust named Atlantic Coast Co-operative Trust which is a co-operative membership trust with a strong mutual element - with effect from 1 January 2017</p>	<p>Clerk</p>																																								
<p>80.</p>	<p><b>Finance.</b></p> <p><b>80.1 Balances: Lloyds Bank Treasurers Account as at 31/10/16: £11,964.73</b></p> <p>Budgetary figures to the end of October 2016 were circulated to Councillors.</p> <p><b>80.2 A request for a donation was considered to Torridge, Mid, North and West Devon Citizens Advice.</b> 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. <b>Councillor Pincombe declared a Personal Interest as his wife had volunteered for this Organisation a number of years ago.</b> <b>Councillor Dack proposed a donation of £200.00. Seconded by Councillor Lang.</b> <b>Vote: 5 in favour. 1 abstention, 1 against. The vote in favour of a donation was carried.</b></p> <p><b>80.3 New Year Celebration at The Bell Inn.</b> Councillors had been informed by email of this idea which was further discussed. Councillor Bridger reminded the meeting that it had been expressed at Parish Council meetings about a new year celebration aimed at more senior residents of the Parish who may not wish to be out in the evenings and there had been the suggestion of an afternoon tea party on 19 January 2017. <b>Councillor Lang proposed that the Parish Council support this event up to a maximum of £300. Seconded by Councillor French and unanimously agreed.</b></p> <p><b>80.4 The following payments were approved and authorised:</b></p> <table border="0"> <tr> <td><b>Mrs S Squire</b></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><b>£266.56</b></td> </tr> <tr> <td><b>HMRC</b></td> <td>PAYE</td> <td></td> <td><b>£ 58.80</b></td> </tr> <tr> <td><b>Allardice Hall</b></td> <td>Hire of Hall for Meeting on 24/10/16</td> <td></td> <td><b>£ 13.20</b></td> </tr> <tr> <td><b>Grant Thornton</b></td> <td>Fee for the 2016 External Audit</td> <td></td> <td><b>£120.00</b></td> </tr> <tr> <td><b>Woolsey Parish Council</b></td> <td>Transfer of a partial amount of the TAP fund</td> <td></td> <td><b>£1035.00</b></td> </tr> <tr> <td><b>New Year Celebration</b></td> <td>Cheque to be authorised at the February 2017 meeting.</td> <td></td> <td></td> </tr> <tr> <td><b>Torridge, Mid, North &amp; West Devon Citizens Advice.</b></td> <td>Donation</td> <td></td> <td><b>£200.00</b></td> </tr> </table> <p><b>80.5 Investec.</b> Councillors noted the 2017 charges for the photocopier lease rental amounting to</p>	<b>Mrs S Squire</b>	Salary	£235.26			Contribution towards Broadband	£ 1.50			Photocopying	£ 19.80			Mileage	£ 10.00	<b>£266.56</b>	<b>HMRC</b>	PAYE		<b>£ 58.80</b>	<b>Allardice Hall</b>	Hire of Hall for Meeting on 24/10/16		<b>£ 13.20</b>	<b>Grant Thornton</b>	Fee for the 2016 External Audit		<b>£120.00</b>	<b>Woolsey Parish Council</b>	Transfer of a partial amount of the TAP fund		<b>£1035.00</b>	<b>New Year Celebration</b>	Cheque to be authorised at the February 2017 meeting.			<b>Torridge, Mid, North &amp; West Devon Citizens Advice.</b>	Donation		<b>£200.00</b>	<p>Clerk</p> <p>Ch.No.509 Ch.No.510</p> <p>Ch.No.511 Ch.No.512</p> <p>Ch.No.513</p> <p>Ch.No.514</p>
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	<p>£977.72 (net of VAT £814.76), unchanged from last year.</p> <p><b>80.6 Came and Company.</b> It was noted that the insurance policy had been renewed or 12 months from 1/10/16.</p> <p><b>80.7 2017/18 Budget.</b>  <b>80.7.1 To set the 2017/18 Budget.</b>  <b>Proposed by Councillor Lang, seconded by Councillor French and unanimously agreed.</b></p> <p><b>80.7.2 To set the 2017/18 Precept.</b>  <b>Proposed by Councillor Bridger that the Precept remains unchanged at £12,000. Seconded by Councillor French and unanimously agreed.</b></p> <p><b>80.8 Bank Mandate.</b> The present signatories were Councillors Pincombe, Dack, French and Mrs Greensill and the Clerk.  A mandate to be available at the next meeting for all remaining Councillors to sign so that all Councillors are signatories.</p>	<p>Clerk to advise TDC / complete form</p> <p>Clerk</p>
81.	<p><b>Meetings attended by Councillors/Clerk.</b> None.</p>	
82.	<p><b>Correspondence &amp; Notices / Publications Received</b> (these will be placed on the table &amp; available to read).</p> <p><b>82.1 Footpath and Road Closures:</b></p> <ul style="list-style-type: none"> <li>- 2/1/17 – 3/7/17 – Footpath 8. Parkham from access gate Steart Farm to municipal car park, Bucks Mills.</li> <li>- 9/1/17 – 18/1/17 – From Windabout Cross to the Bell Inn to install poly duct in the verge and carriageway.</li> <li>- 8 – 9 December 2016 – C461 Powlers Piece to Melbury Cross, Parkham for patching.</li> </ul> <p><b>82.2 TDC / BT.</b> Details of proposals to remove the public telephone boxes at the Coach and Horses, Horns Cross; the village green Parkham; New Haven, Parkham.  To be included in Parkham Pie for residents to have the opportunity of giving feedback on the proposal.</p> <p><b>82.3 DCC Highways.</b> Reply from the Neighbourhood Highway Officer regarding repeated requests for attention to potholes in Acre Road as follows:  I have driven this road and whilst the surface may be uneven there are very few defects under our policy. I would be very grateful if potholes which are over 40mm deep, 300mm in any direction with a vertical face are reported on the Devon County Council website, a link to which is given below:  <a href="https://new.devon.gov.uk/roadsandtransport/report-a-problem/map/map_src/poth/">https://new.devon.gov.uk/roadsandtransport/report-a-problem/map/map_src/poth/</a></p> <p><b>82.4 New Councillors Course.</b> The Clerk is arranging in-house training on Monday, 16 January 2017 at The Castle Centre, Barnstaple. Councillors Bridger, Stevens and Mrs Costelloe to be booked in.</p>	<p>On the Jan Agenda</p> <p>Clerk</p>
83.	<p><b>Urgent items raised by the Chairman.</b> None.</p>	
84.	<p><b>Matters raised by Councillors / Clerk including Highway matters.</b></p> <p><b>84.1 Councillor Dack.</b> Near the property Midway between Parkham and Woolserly there are stones on the property boundary to prevent parking and pulling in. Opposite the entrance there are 3 large lumps of concrete in the bottom of the hedge which, if hit by a vehicle, could cause damage.</p> <p><b>84.2 Councillor Dack.</b> The hedge from Bocombe Mill on the right hand side is overgrown.</p> <p><b>84.3 Councillor Dack</b> asked when the repairs to the road surface is to be done.</p>	<p>Clerk to report to Highways</p> <p>Clerk to write to landowner</p> <p>Clerk to</p>

		ascertain
85.	<b>Date of next Meeting:</b> Monday, 9 January 2017 in the Methodist Church Hall at 7.30pm. The Meeting ended at 9.15pm.	
<b>Summary of Decisions:</b> <ul style="list-style-type: none"> <li>➤ <b>Minutes of 24 October 2016</b></li> <li>➤ <b>Donation to Torrridge, Mid, North and West Devon Citizens Advice</b></li> <li>➤ <b>Financial support up to a maximum of £300 for a new year celebration event in The Bell Inn at 19 January 2017</b></li> <li>➤ <b>Payments</b></li> <li>➤ <b>2017/18 Budget</b></li> <li>➤ <b>2017/18 Precept</b></li> </ul>		
<b>These Minutes are agreed by those present as being a true record.</b>		
Signed: Chair of Parkham Parish Council:		Date: