

**Minutes of Parkham Parish Council Meeting held on Monday, 24 October 2016
in the Allardice Hall at 7.30pm.**

Chaired by: Councillor G Bridger		Clerked by: Sue Squire
Present: Councillors G Bridger R Brooke T Lang M Slee		Agenda: - Representations from the public Apologies Declarations of Interest Approval of the Minutes of 12 September 2016 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:
62.	Representations from the Public. None present.	
63.	Apologies. Councillors Mrs L Costelloe, P Dack, R French, I Pincombe. D Stevens. County Councillor R Julian, District Councillor Mrs A Boyle.	
64.	Declarations of Interest. 64.1 Councillor Bridger declared a Personal Interest in Minute No. 68.5 – Atlantic Coast Co-operative Trust, being a Governor of The Flying Start Federation. 64.2 Councillor Lang declared a Prejudicial Interest in Minute No. 67.1 – Planning Application 1/1048/2016/FUL – Amendment to Condition 1 of 1/0346/2016/REM – land at Chapel Road, Parkham, being closely related to the applicant.	
65.	Approval of the Minutes of the Meeting held on 12 September 2016. Approved and signed as a correct record.	
66.	Reports. 66.1 Police. Not present. 66.2 County Councillor R Julian. Apologies sent. 66.3 District Councillor Mrs A Boyle. When sending her apologies, the following Report was sent: Please would you be kind enough to submit my apologies for tomorrow night's meeting of Parkham Parish Council. There is a full TDC meeting tomorrow. I know that I have contacted you about this before and that Parkham is going to consider whether a different day could be set up for the meetings. As you will remember I called in the Planning Application 1/0804/2016 should TDC be minded to refuse. The previous application for this site had also been called in by me and the members of the planning committee had over-ruled TDC's refusal. Unfortunately, although this application also went to the council members of the Planning Committee on 6th October, the TDC refusal was accepted by the members neb.com. The first meeting of the newly formed Bideford/Northam Advisory Board will be held on 25th October at Bideford Town Hall. As you will know I have been working for the rural parish/town councils with the Parish Locality Group meetings. The Agenda for the meeting is very short and I want to use this opportunity to help establish format and procedure. The good news though is that where initially it had been expected that the new group would only have one meeting per year - following meetings I have had with Cllr Whittaker to which I invited other	

	<p>parish councils - it would appear that there will be more meetings set up.</p> <p>Please give my best wishes to the members of Parkham Parish Council.</p> <p>66.4 Planning Sub Committee. Councillor Brooke advised the Committee had not met. Since the last meeting, it was thought there had been some movement at Penhaven, although this could not be verified.</p> <p>Regarding the Application in respect of the land adjacent to the Parkham Allardice Hall where the appeal against the original decision had been rejected, Councillor Brooke had spoken to the landowner whose intention was to submit an Application based on the recommendations of the Planning Inspectorate. It was hopeful that the requirements would then be met. One of the those is changing the housing requirements to three for purchase at a modest price and this was due to the requirement by TDC, meaning it will be standard affordable housing for purchase by a Housing Association and available to rent.</p>	
67.	<p>Planning and Planning Correspondence.</p> <p>67.1 Planning Applications: The following Applications were considered:</p> <ul style="list-style-type: none"> • 1/0045/2016/DIS – Discharge of condition 29 of planning permission 1/0126/2014/FULM – Steart Farm Touring Park, Bucks Cross. It was resolved to reply in the same way as previously for two similar Applications: These conditions were applied for a reason and if TDC can see a reason for discharging them, the Parish Council will support it. • 1/0887/2016/LBC – wood burning stove – 5 Bucks Mills. It was resolved to recommend approval. <p>Applications received after the Agenda was sent.</p> <ul style="list-style-type: none"> • 1/1048/2016/FUL – Amendment to Condition 1 of 1/0346/2016/REM – land at Chapel Road, Parkham. Condition 1 was as follows: “The development hereby permitted shall be carried out in accordance with the approved plans listed in the Plans Schedule”. The plans were in respect of 4 No. bungalows (including 1 No. affordable). Councillor Lang declared a Prejudicial Interest, left the room and did not take part in the discussion. <p>It was not possible to respond due to the meeting being inquorate when Councillor Lang left the room.</p> <p>67.2 Planning Correspondence. The following TDC Decision Notices were noted: APPROVAL for</p> <ul style="list-style-type: none"> • 1/0772/2016/FUL – use part of the neighbouring field as a garden (retrospective) – 2 St James Close, Parkham. • 1/0843/2016/FUL – retrospective planning permission for the cable route installed at land south of Swanton Farm – Swanton House, Bucks Cross. <p>REFUSAL – 1/0804/2016/FUL – four bungalows (open market) – land at Chapel Road, Parkham.</p> <p>67.3 TDC Planning Sessions. <i>(Forwarded to Councillors)</i></p> <p>The following email had been received from Councillor Stevens:</p> <ol style="list-style-type: none"> 1. The North Devon and Torridge Local Plan was submitted on the 10th June 2016 and is currently subject to examination, with hearing sessions provisional programmed to start on the 22nd November 2016. All being well, the Local Plan will be adopted at some point in the first half of 2017. 2- As part of the examination of the Local Plan, the Councils have launched a consultation on a series of proposed Main and Minor Modifications to the Local Plan. The consultation runs from 15th September to 27th October 2016. 3. In parallel, the Councils are asking people to get involved in the first steps of preparing a planning document that will identify and allocate sites to provide accommodation for travellers and gypsies. This DPD (Development Plan Document) should have been included in the Local Plan but there was not time for it to be completed 	Clerk

	<p>before it's submission. Northern Devon councils undertook a study along with several other local planning authorities in Devon called the Gypsy and Traveller Accommodation Assessment. This has reported the need for 9 permanent pitches arising in Torridge and 6 in North Devon. There are also several 'transit' sites that will need to be found.</p>	
68.	<p>Matters Arising.</p> <p>68.1 Village Gateways. It was noted that a reply had been sent to County Councillor Julian regarding the maintenance of the gateways.</p> <p>68.2 Village Sign. This was expected to be in place by Christmas 2016. A receipt was handed to the Clerk for audit trail purposes following an interim cheque for £200.00 being paid at the last meeting.</p> <p>68.3 Devon Air Ambulance Night Landing Site. Councillor Bridger advised that following a site meeting, an email from the Devon Air Ambulance Surveyor had been received advising that although the site met the size/shape required (50m x 50m), the number of wires along three sides created significant hazards. A number of angles were looked at for approaching the site by air and the wires posed a real danger on too many approaches to the site.</p> <p>Councillor Bridger to enquire if the site would be viable if one or more of the lines were undergrounded. If so, Councillor Bridger to contact Western Power Distribution to follow this up.</p> <p>The meeting was advised that Buckland Brewer Parish Council had abandoned its plans for a TAP (Town and Parish) Fund application for Lengthsman work and was pursuing an application for an air ambulance night landing site. This Parish had been invited to join the application. Councillors did not wish to progress this.</p> <p>68.4 Local Government Boundary Commission. Councillors considered a response to the consultation.</p> <p>It was noted that TDC had a separate proposal to that of the LGBCE and full details were given of both proposals.</p> <p>Councillor Bridger proposed that the Local Government Boundary Commission for England's proposal that Parkham is moved from the Kenwith Ward to the Hartland Ward is supported on the grounds that Parkham is considered rural and more akin to Hartland than Kenwith, closely linked with Bideford. Seconded by Councillor Brooke and unanimously agreed.</p> <p>68.5 Atlantic Coast Cooperative Trust. Councillor Bridger declared a Personal Interest. A letter from the Chair of the Governing Board of The Flying Start Federation was noted advising that it had been decided to proceed to the statutory phase of the process without any modification to the proposals. This was noted.</p> <p>68.6 White lining / road surfacing outside Parkham Primary School. It was noted that representations had been made and the Reference Number ENQ16939392 given. In respect of the above two items, County Councillor Julian had responded by acknowledging he was aware of the situation.</p> <p>Councillor Brooke recalled his site meeting with County Councillor Julian and also the fact that County Councillor Julian had advised at the end of August that funding was available for 'C' and unclassified roads which required repair. He had requested Parishes to forward him details of three such roads where the response had been sent within 24 hours, well ahead of the deadline date:</p> <ol style="list-style-type: none"> 1. Brewers Hill below the hairpin bend. 2. Road between Parkham Cross and Sandwich Park. 3. Road to Melbury. 	<p>GB GB</p> <p>Clerk to advise BBPC</p> <p>Clerk</p>

	Enquiries to be made as to when this was going to happen.	Clerk																												
69.	<p>Finance.</p> <p>69.1 Balances.</p> <p>Budgetary figures up to the end of September 2016 had been circulated to Councillors ahead of the Meeting.</p> <p>69.2 The following payments were approved and authorised:</p> <table> <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>Postage (last claimed in April 2016)</td> <td>£ 15.12</td> <td>£281.68</td> </tr> <tr> <td>HMRC</td> <td>PAYE</td> <td></td> <td>£ 58.80</td> </tr> <tr> <td>Allardice Hall</td> <td>Hire of Hall for Meetings on 8/8/16 & 12/9/16 (both £11.60)</td> <td></td> <td>£ 23.20</td> </tr> </table> <p>69.3 TDC. It was noted that the second tranche of the 2016/17 Precept had been received amounting to £6,120.88.</p> <p>69.4 2015/16 Audit of Accounts. External Auditors Grant Thornton had completed the audit. This was satisfactory and no concerns or issues were raised.</p> <p>69.5 Parkham Green Planting. Councillors Brooke and Bridger reported on conversations with two local gardeners. Councillors were in agreement for Mr M Turnbull to continue. Councillor Bridger to finalise the arrangements and also advise the Parish Council had agreed a budget of £100 for plants for Winter planting. It was understood there would be a plant sale on the Village Green prior to Spring planting.</p>	Mrs S Squire	Salary	£235.26			Contribution towards Broadband	£ 1.50			Photocopying	£ 19.80			Mileage	£ 10.00			Postage (last claimed in April 2016)	£ 15.12	£281.68	HMRC	PAYE		£ 58.80	Allardice Hall	Hire of Hall for Meetings on 8/8/16 & 12/9/16 (both £11.60)		£ 23.20	<p>Clerk</p> <p>Ch.No. Ch.No. Ch.No.</p> <p>GB</p>
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70.	Meetings attended by Councillors / Clerk. None.																													
71.	<p>Correspondence & Notices / Publications Received.</p> <p>70.1 DCC. Email regarding Bideford Bus Services. There will be a larger bus going to Petroc to collect Parkham students. This information to be included in the Parkham Pie. To reply: Thank you for the details which we found of interest.</p> <p>70.2 TDC. The first meeting of the Bideford/Northam Area Advisory Group would be on Tuesday, 25 October at 7pm in the Town Hall.</p> <p>70.3 TDC. Letter enquiring if there were any rough sleepers in the Parish so that an annual figure can be submitted. To reply: None that Councillors are aware of.</p> <p>70.4 Save our Hospital. Councillors decided to wait until the proposals were known.</p> <p>70.5 Parish / Town Council information sharing – Follow Up. Email following the planning sessions at Holsworthy and St Giles in the Wood.</p>	<p>Clerk</p> <p>Clerk</p>																												
71.	Urgent items raised by the Chairman. None.																													
72.	<p>Matters raised by Councillors / Clerk including Highway matters.</p> <p>72.1 Councillor Lang had received complaints from parishioners regarding potential hazards outside Jacobs Field and St James Close. Councillor Bridger to look into this.</p>	GB																												

	<p>72.2 2017 Meeting Dates. The Clerk had checked the availability of the Allardice Hall also based on known TDC Full Council meetings. The following dates were agreed:</p> <p>Monday, 9 January. Methodist Schoolroom. 7.30pm. The rest also on Mondays in the Allardice Hall, all at 7.30pm. 20 February 27 March 22 May 26 June 7 August 11 September 30 October 11 December</p>	<p>Clerk to book</p>
<p>73.</p>	<p>Date of next Meeting: Monday, 5 December 2016 in the Allardice Hall at 7.30pm. This would be the budget setting meeting. The Clerk will be on annual leave from 4 – 13 November inclusive.</p> <p>The Meeting ended at 8.55pm.</p>	
<p>Summary of Decisions:</p> <ul style="list-style-type: none"> ➤ Minutes of 12 September 2016 ➤ Planning ➤ Local Government Boundary Commission for England response to proposals ➤ Payments 		
<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>	