

## PARKHAM PARISH COUNCIL.

PARISH CLERK: MRS SUE SQUIRE, HAXLEA, 2 THREEWAYS, BRATTON FLEMING,  
BARNSTAPLE, DEVON. EX31 4TG.

TEL: 01598 710526. E-MAIL: sue@suesquire.com

### TO ALL COUNCILLORS:

You are hereby summoned to a Parish Council Meeting on **Monday, 11 April 2016 in the Allardice Hall at 7.30pm.** The Agenda is detailed below. Sue Squire, Parish Clerk. 4 April 2016

No.	Item
1.	<b>Representations from the Public.</b> <i>Members of the public are reminded that in line with North Devon Council Meetings, a maximum of 3 minutes will be allowed to speak.</i> <b>1.1 Mrs N Patterson.</b> Email regarding the condition of the Parish Road. A map has been provided to show the worst affected areas and Mrs Patterson also hopes to provide pictures in time for the Meeting.
2.	<b>Apologies.</b> Councillors G Bridger and Mrs S Greensill.
3.	<b>Declarations of Interest.</b>
4.	<b>Approval of the Minutes of the Meeting held on 29 February 2016.</b>
5.	<b>Reports.</b> <b>5.1 Police.</b> <b>5.2 County Councillor R Julian</b> <b>5.3 District Councillor Mrs A Boyle.</b> <b>5.4 Planning Sub Committee.</b>
6.	<b>Planning and Planning Correspondence.</b> <b>7.1 Planning Applications:</b> To consider the following Applications: <ul style="list-style-type: none"><li>• <b>1/1216/2015/OUTM – Conversion of former hotel site &amp; erection of dwellings to create up to 21 no. dwellings (including affordable housing) &amp; associated works – Revised ownership certificate – no change to plans. Penhaven Estates Limited, Penhaven Country House, Parkham.</b></li><li>• <b>1/0300/2016/CPE – Lawful development certificate – use of land as private garden – 11 Pound Meadow, Parkham.</b></li><li>• <b>1/0188/2016/CPE – Application for a Certificate of Lawful Development. Change of use of barn to dwelling at East Holwell Farm, Horns Cross.</b></li></ul> Any other Applications received after the Agenda was sent. <b>7.2 Planning Correspondence.</b> <b>7.2.1 Route 39 Steart Farm Planning Application.</b> To note correspondence since the last Meeting to various Organisations and individuals regarding a Judicial Review. To further note TDC's decision on 1/4/16 not to progress a Judicial Review. <b>7.2.2 To note the following TDC Decision Notices:</b> <b>APPROVALS:</b> <ul style="list-style-type: none"><li>⇒ <b>Proposed first floor extension to form shower room at Bocombe Cottage.</b></li><li>⇒ <b>Four bungalows including 1 affordable. Land at Chapel Road, Parkham.</b></li></ul>
7.	<b>Matters Arising.</b> <b>7.1 Emergency Advice.</b> Councillors have previously been circulated with a copy of the TDC Emergency Advice. The Clerk will ask Councillors to consider whether an Emergency Advice document should be progressed on the basis of the TDC Plan or the Advice which she had prepared and tailored to Parkham, or alternatively, not to progress the matter at all. <b>7.2 New 'Parkham' Notice Board on the Village Green.</b> Councillor Brooke to advise. <b>7.3 The Queen's 90<sup>th</sup> Birthday.</b> No further details had been received about an event in the village to celebrate this. <b>7.4 Village Green Planting.</b> Councillor Brooke to give details of the specification and advise if people he had asked were prepared to take on this project. <b>7.5 TAP (Town &amp; Parish) Fund.</b> To note that the Clerk has prepared and submitted the

application which has been approved. The sum of £1,756 has been awarded for lengthsman style work of clearing gullies, drains and ditches. In addition, the Clerk has obtained two quotations for this work.

To make a decision on the areas to receive attention and to make a decision on the contractor to appoint.

The funding has to be shared with Woolserly Parish Council who made the initial approach to this Parish. It is expected that Woolserly will advise the successful contractor of the areas to attend to in Woolserly.

**7.6 Road Defects.** To note that the Clerk has reported the various locations and copied in County Councillor Julian for his information.

8. **Finance.**

**8.1 Balances.** To be tabled at the Meeting. Budgetary figures will be tabled.

**8.2 To consider a request for an annual buffer donation of £500 - £700 from The Flying Start Federation to help the Foundation Unit deliver high quality preschool care during the times at the beginning of the year when numbers on roll can be small.** Councillor Bridger has sent his thoughts to be read to the Meeting in his absence.

**8.2 To authorise the following payments:**

<b>Mrs S Squire</b> Salary	£235.26	
Contribution towards Broadband	£ 1.50	
Photocopying	£ 14.80	
Mileage	£ 10.00	
Administration work in connection with the Rule 6 Group (Route 39 School) as previously agreed at the outset	£100.00	
Postage	£ 15.24	<b>£376.80</b>
<b>HMRC</b> PAYE		<b>£ 58.80</b>
<b>The Flying Start Federation</b> Donation		<b>£ TBA</b>
<b>Devon Association of Local Councils</b> 2016 Subscription		<b>£171.47</b>
<b>Parkham Allardice Hall</b> Hire of Hall for Meeting on 29/02/16		<b>£ 12.40</b>

**8.3 TTVS.** Email enquiring if Parkham Parish Council wish to become a Member for a fee of £25.00.

**8.4 Letter of thanks for donation of £5,000 towards the new kitchen at the Allardice Hall.**

**8.5 HMRC VAT Reclaim.** To note that the Clerk has submitted a claim for the period 1/4/14 – 31/3/16 in the sum of £1,225.90.

10. **Meetings attended by Councillors / Clerk.**

11. **Correspondence & Notices / Publications Received** (these will be placed on the table & available to read).

**11.1 DCC Highways.** Email confirming that despite confirmation on 15/9/16 that Parkham was eligible to receive £10 towards grass cutting in the Parish, this is not now the case as the information has been updated and time windows have closed due to delivery requirements. The maps of the areas cut were never received and there is now confirmation that no urban visibility grass is cut in Parkham.

12. **Urgent items raised by the Chairman.**

13. **Matters raised by Councillors / Clerk including Highway matters.**

14. **Date of next Meeting:** Monday, 16 May 2016 in the Allardice Hall at 7.30pm. This will be the Annual Parish Council Meeting (AGM).