

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 **Tuesday, 5 December 2017** in the **Methodist Chapel Schoolroom** at 7.30pm.

Please note the change of day and date from that agreed at the previous meeting so that it will not clash with TDC Full Council Meeting and in order for the County and District Councillors to be present. The Agenda is detailed below. Sue Squire, Parish Clerk. 30 November 2017

No.	Item
1.	<p>Representations from the Public. <i>Members of the public are reminded that in line with DCC Meetings, a maximum of 3 minutes will be allowed to speak.</i></p> <p>1.1 Route 39 road works & night lights. Email from a resident to the Chairman making representations regarding the night illumination of the Route 39 site and the associated roadworks on the A39.</p>
2.	<p>Apologies.</p>
3.	<p>Declarations of Interest.</p>
4.	<p>Approval of the Minutes of the Meeting held on 30 October 2017.</p>
5.	<p>Reports.</p> <p>5.1 Police.</p> <p>5.2 County Councillor T Inch</p> <p>5.3 District Councillor Mrs A Boyle.</p> <p>5.4 Planning Sub Committee. To note that another couple have registered their interest in an affordable home at Hawkcan View.</p>
6.	<p>Planning and Planning Correspondence.</p> <p>6.1 Planning Applications:</p> <p>- 1/1139/2017/LBC & 1/1138/2017/FUL – Repair and rebuilding of the Bell Inn, including internal alterations, single storey extension to east to provide W.C.'s, new beer cellar, installation of cooker extract flue and creation of door access instead of window.</p> <p>6.2 Planning Correspondence. To note the following TDC Decision Notices:</p> <p>REFUSALS:</p> <p>1/0185/2017/FUL – Conversion of redundant shippon to dependant's annex – Brittons Farm, Parkham.</p> <p>1/0902/2017/FUL – Installation of two rows of 10 ground mounted pv panels with underground cabling linked to approved barn conversion – land South East of Holwell House, Horns Cross.</p>
7.	<p>Matters Arising.</p> <p>7.1 Horns Cross. To note that a letter of representation has been sent to County Councillor Inch and District Councillor Mrs A Boyle regarding various issues which have been raised in connection with speed and safety at Horns Cross.</p> <p>7.2 Flashing 40mph sign in Horns Cross. To note that the Neighbourhood Highways Technician has been asked to give an update on the working order of this item.</p> <p>A reply has been received advising that both sets of lights have been reported for repair and it is understood that this should be completed within a few weeks (email dated 20/11/17).</p> <p>7.3 Additional flashing sign in Horns Cross. To note that the Neighbourhood Highways Technician has been asked to enquire DCC's stance on the provision of this.</p> <p>To further note that the Neighbourhood Highways Technician has been asked for the cost of an additional sign and whether the Parish Council could assist with the funding.</p> <p>A reply has been received advising that any additional vehicle activated signing will need to go through the SCARF (Speed Compliance Action Review Forum) with details being supplied and forwarded to Councillors separately.</p> <p>7.4 Vehicle Speed Check at Horns Cross. To note that a reminder has been sent to Mr J Roskilly, Road Casualty Reduction Officer at DCC Highways requesting a reply.</p>

A reply has been received advising that Mr Roskilly is not the Road Casualty Reduction Officer at DCC Highways, as previously advised to the Parish Council. He is, in fact, a Neighbourhood Highways Technician based in Northam.

7.5 Calming Gates. To note that the Neighbourhood Highways Technician has been asked to provide feedback from her meeting with the contractor as to when the gates are to be fixed.

A reply has been received advising that the Neighbourhood Highways Technician met with the contractors in mid November to walk through the sites. The works are planned for February 2018 to be undertaken alongside the resurfacing at Bucks Cross. DCC Highways is currently in the process of compiling the orders.

7.6 Traffic at Horns Cross. To note that the Neighbourhood Highways Technician has again been asked to give dates for a site meeting.

A reply has been received advising that the Neighbourhood Highways Technician would not be able to advise additional traffic calming measures outside of the SCARF process. The next meeting is scheduled for January 2018 when Horns Cross will be discussed and the speed data available from 2016 considered.

In connection with speeding in Horns Cross, the Clerk has obtained details of cost effective speed sign solutions for Parish Councils and neighbourhood communities from Messagemaker Displays.

7.7 Devon Air Ambulance Night Landing Site. To note that the representative has been advised that the electricity for the light will be connected to an existing property.

To further note that the representative has been advised that the mound of earth in the field should not have an impact on the landing site.

A reply has been received advising that the spoil in its current position is in order and leaves enough room between the edge of the spoil mounds and the hedge to the west for a landing area.

An aerial photograph has been supplied with the landing area and lighting column indicated.

The Community Landing Sites Development Officer questions what happens to the spoil as if it eventually goes, the column will be in the middle of the field. This would not pose a problem but it would be a very different set up to other sites and it would be helpful to know what plans are for the spoil.

A drawing of the lighting column has been supplied. It was noted that stock are grazed in the field and it has been reminded that livestock cannot be kept in the landing area. The solution is to either shut the site temporarily when it is being grazed or use it for hay/silage.

7.8 Additional defibrillators in the adopted telephone box at Parkham Village Green and Horns Cross telephone box. Councillor Bridger to report.

To note that an Invoice has been received in the sum of £2,400 (£400 of which is reclaimable VAT).

The Invoice has not been included on this Agenda for payment as the defibrillators have not yet been received, awaiting the refurbishment of the telephone boxes.

7.5 Refurbishment of telephone boxes in Parkham and Horns Cross. The Clerk has ascertained that the contractor would hope to commence the work at the end of April 2018.

In these circumstances, enquiries have been made to a local contractor as to if they could carry out the work by the end of February.

7.11 Roads previously identified for attention. To note that a reminder has been sent to ensure that the profile of this continues to be highlighted.

A reply has been received as follows:

- **Horns Cross to Goldworthy.** This was placed on the jet patching list from revenue patching funds. It is hoped that works will be completed, if not already completed (email dated 20/11/17) before the process comes out of specification.
- **Newhaven to Goldworthy.** The lower section has been scheduled for resurfacing from the Pothole Action Fund. Works have been preliminarily ordered for 18/19 December.
- **Melbury to Copstone Cross.** This was placed on the jet patching list from revenue patching funds. It is hoped that works will be completed, if not already completed, (email dated 20/11/17) before the process comes out of specification.

Additional works in Parkham from the Pothole Action Fund which involve resurfacing sections of the below roads:

- T616 – section of road heading north of Ponderosa Farm to the A39

- Rectory Lane, Parkham. This may have to be held until the scaffolding works at the Bell Inn are completed.
- T609 Foxdown to Broad Parkham.

7.13 Buckland Brewer Parish Council – TAP Application. To note that Buckland Brewer Parish Council has been advised Parkham Parish Council would prefer to team up with Woolserly Parish Council for hedge trimming purposes and that the TAP fund was already committed in this way.

7.14 Snow Wardens and Winter Service. To note that the Clerk has requested a quantity of grit salt to be delivered to Councillor Slee.

To note that the Clerk has asked Councillors to check the grit bin at the bottom of the hill on the Bradworthy road for the condition of the grit salt. This is required before requesting re-filling or replacing via the DCC webpages.

7.15 TDC – Community Governance Review. To note that a reply has been sent advising that Parkham Parish Council wish to remain the same as it is at the present time.

7.16 TDC – Rough Sleeper Estimate. To note that a reply has been sent advising that there were no known rough sleepers in Parkham on 15/11/17.

7.17 Museum of Barnstaple and North Devon. To note that Museum staff have been advised that a talk was not required.

7.18 Dates and location of future meetings. To note these have been booked with the Methodist Church and Allardice Hall.

7.19 Bridleway 28. To note that DCC Public Rights of Way Warden has been advised of the overgrown vegetation which needs to be cleared.

A reply has been received advising that Bridleway 28 has been cleared.

7.20 Parkham Sign on Brewers Lane. To note the defect has been advised to TDC who are in the process of dealing with the matter.

7.21 Flooding on Bridleway near Penhaven. To note that DCC Public Rights of Way Warden has been advised of the condition. The reply received is as follows:

It is Footpath 19 where DCC put a gate in at the bottom by the former Hotel earlier this year. It is the section that has been improved for vehicular access. However, there is a lot of standing water and I think this is due in part to surface damage (caused by vehicular use) and water exiting the road and pooling in this low point. I've had a look around and I wonder if there may have been a drain here at some point as it is a naturally occurring low point so water from the footpath and track above and the main road which services the Hotel will naturally gravitate to this point.

Water would have always congregated here, so there must have been some way for it to exit. To try and alleviate the problem, I have cut a grip to allow water to exit the bug puddle and drain back to the road. I'm hoping this will allow enough water out to enable easier walking but it depends on how deep the scouring is as to how much water will escape. That is about all I can do at this point. As previously mentioned, we would always advocate suitable footwear and once the weather improves it should improve – it was fine when I surveyed and when I visited to organize the gate earlier this year. If however, it does not get any better, it will be necessary to discuss this with the land owner or the developer of the Hotel site as it is vehicular traffic causing the damage and thus it will be their responsibility to make good the surface to ensure the obstruction (standing water) is removed.

7.22 Faded white lines on Parkham Village Green. The Clerk has invited four firms to give a quotation and the details will be advised.

To make a decision to award the contract.

8. Finance.

8.1 Balances. To be tabled at the Meeting.

Budgetary figures up to the end of October 2017 will be circulated to Councillors ahead of the Meeting.

8.2 Request for a donation. To consider a request for a donation from Torridge, North, Mid & West Devon Citizens Advice. A copy of the latest set of accounts has been provided to comply with criteria laid down for Parish Councils to follow.

8.3 To authorise the following payments:

Mrs S Squire	Salary	£235.26
	Contribution towards Broadband	£ 1.50

	Photocopying	£ 12.10	
	Mileage	£ 10.00	£258.86
	HMRC PAYE		£ 58.80
	Parkham Methodist Church	Donation for hire of Hall on 05/12/17	£ 12.80
	Parkham Allardice Hall	Hire of Hall for Baby & Toddler Group	£382.80
	Mr G East	Carving of new village sign (Balance)	£200.00
	Grant Thornton	Fee in respect of the 2017 Annual Return	£120.00
	8.4 2018/19 Budget.		
	The Devon Association of Local Councils have advised that the meeting should go into Part 2 Confidential when the Clerk's salary is discussed and reviewed. The Clerk and members of the public / County & District Councillors will be able to return when this personnel item has been concluded.		
	8.4.1 To set and agree the 2018/19 Budget.		
	8.4.2 To set and agree the 2018/19 Precept.		
	8.5 Investec. The photocopier at Parkham Primary School is leased through this company and the leasing is paid for by the Parish Council.		
	The Invoice up to 1/9/18 when the present contract is due to expire has been received showing a net total for the lease of £584.82, VAT (reclaimable) of £116.97, total invoice £701.79. The position after September 2018 is not known.		
9.	Meetings attended by Councillors / Clerk.		
10.	Correspondence & Notices / Publications Received (these will be placed on the table & available to read).		
	10.1 Mr and Mrs M Sanders, The Bell Inn. Letter received advising that in connection with the rebuild of the Bell Inn. Mr and Mrs Sanders are aiming not to just rebuild the Bell as it was, which is covered by their insurance) but to take the opportunity to make improvements which could only be made as part of an extensive rebuild making a positive change for the Bell.		
	To achieve this, they are taking advantage of a EU Leader Grant. Part of the application is to prove the community backs the improvements and a letter of support has been requested.		
	A draft letter has been supplied and the Clerk has also prepared a more in depth draft giving evidence of how the Bell has been, is and will be a vital part of the community in Parkham.		
	10.2 TDC. Email regarding 'Born to Skate'. The details were forwarded to Councillors on 6/11/17.		
11.	Urgent items raised by the Chairman.		
12.	Matters raised by Councillors / Clerk including Highway matters.		
	12.1 Western Power Distribution Power Cuts.		
	12.2 Potholes in Acre Road. In this connection, an email has been received from DCC Highways advising that a team has been sent to carry out an assessment which should be completed by 11/12/17.		
	12.3 Notice Board on Parkham Village Green. This requires re-varnishing. To make arrangements for this to be carried out by a contractor or alternatively ask for a volunteer to do this as a community service with the Parish Council supplying the materials.		
	12.4 Training. To note that the Clerk is booked on a course being organised by the Devon Association of Local Councils in April regarding the updating of Data Protection regulations. It is being held at Exeter Racecourse and the cost of £48 (£8 reclaimable VAT) plus mileage will be split between the various Councils where she is Clerk to minimise expense.		
	Under the Smaller Authorities Transparency Code, no further items have been received for inclusion on the Agenda.		
13.	Items for the next Agenda.		
14.	Date of next Meeting: Monday, 15 January 2018 in the Methodist Schoolroom at 7.30pm.		