MINUTES OF THE MEETING OF NORTH MOLTON PARISH COUNCIL

HELD ON WEDNESDAY 8th June, 2016 IN VICTORY HALL

Present: Councillor Bulled (Chairman); Councillor Dunn (Vice Chairman); Councillor Kelland; Councillor Milne; Councillor O’Brien; Councillor Palfreyman; Councillor Peek and the Parish Clerk, Noel Brooks

074/06/16 1. Apologies: Cllrs Clark; Procter & Wallis - Absent: Cllr Geen; District Cllr Edgell & County Cllr Yabsley - all agreed.

075/06/16 2. Declaration of Interests: Cllr Dunn declared an interest in respect of Planning Application No: 61181 (Browns Marsh, N. Molton) due to his mother-in-law owning the lane over which the property concerned had rights of way and owning an adjacent field.

076/06/16 3. Devon and Cornwall Constabulary: The Clerk read out a Crime Report which had been provided by PCSO Beverley Bray. Crime/Incidents in the Parish since 12th May had included: a silent, abandoned 999 call; a damage-only RTC involving a motorcycle and car; a damage-only RTC on the A361 involving a single vehicle; concern for the welfare of two people; an incident at The Poltimore Arms at Yarde Down involving hunt and anti-hunt supporters; erratic driving by a DPD delivery van; a damage-only RTC on the A361 which had caused an obstruction of the carriageway and a deer which had been struck by a vehicle on the A361.

077/06/16 4. Representations From The Public: None

078/06/16 5. Planning

Planning Applications For Consideration Received Since Last Parish Council Meeting

<table>
<thead>
<tr>
<th>Case Ref</th>
<th>Proposal, Address &amp; Comments</th>
<th>Decision</th>
</tr>
</thead>
<tbody>
<tr>
<td>61099</td>
<td>Prior Approval For Change Of Use Of Agricultural Building To Dwelling House (Class Q&amp;B) At Barn Adj., Oakford House, Stonybridge Hill, North Molton</td>
<td>Supported</td>
</tr>
<tr>
<td>61181</td>
<td>Listed Building Application For Conversion Of Barn To Form Dependent Relatives Annexe/One Unit Of Holiday Accommodation At Browns Marsh, North Molton</td>
<td>Supported</td>
</tr>
</tbody>
</table>
Planning Applications Advised Since Last Parish Council Meeting

Case Ref | Address
---|---
None

Planning Enforcement Cases Advised Since Last Parish Council Meeting

<table>
<thead>
<tr>
<th>Case Ref</th>
<th>Address</th>
<th>Decision</th>
</tr>
</thead>
<tbody>
<tr>
<td>9378</td>
<td>Unauthorised Development - Erection Of A Stable Block Pullens, East Street, North Molton</td>
<td>Complied - Stable Blocks &amp; Horses Have Been Removed From Site.</td>
</tr>
</tbody>
</table>

079/06/16 6. Approval of the Minutes of the Annual Meeting of The Parish of North Molton & The Annual Meeting of North Molton Parish Council Both Held on 11th May, 2016 - Approved unanimously

Approval of The Minutes of The Meeting of North Molton Parish Council Held on 18th May, 2016 - It was agreed that the Clerk should amend 071/05/16.13 to read that ‘Exmoor National Park would be replacing the footbridge with a new one in around a month’s time’.

080/06/16 7. Clerk’s Report Re: 11th & 18th May, 2016 Minutes

Footpath 3 - South Leigh to New Road - regarding the loose wire on the bridge which represented a potential hazard - Footpath 7 - Mines Bridge to Barham Bridge - where the base of the footbridge had become undermined by the river at the Heasley Mill end - The Clerk reported that both issues had been reported to Rights of Way Officer - a response was awaited.

Operation of The Heasley Mill Village Car Park - The Clerk reported that Cllr Procter, who was the Parish Council’s representative on the Heasley Mill Village Hall Committee, had informed him that the car park was open to the public at all times.

North Molton In Need Charity - The Clerk had written to Rev’d David Baker confirming the Parish Council’s support for the charity’s bank account to be closed and for the proceeds to be split between the Methodist Church and All Saints Church as per the Minutes of The Annual Meeting of The Parish of North Molton held on 11th May, 2016.

Slippery Road Surface For Horses Descending The Hill From Roberts Field On The Newly-surfaced Part Of The Old Road, North Molton - The Clerk reported Highways’ aversion to the treating of the road surface as requested. **Action:** The Clerk is to ask Highways to reconsider this position due to the high frequency of usage and the likelihood of an accident occurring. *The British Horse Society’s Guidance for Highways Authorities* was to be re-emphasised.
Erosion of River Bank Down-stream at Stonybridge, North Molton, Devon EX36 Area - Potential Undermining of Bridge & Bent Panel On The Bridge Over The River Mole in East Street, North Molton - On 30th May, the Clerk had written to the section dealing with bridges at Devon County Council which had acknowledged receipt of the Parish Council’s request to investigate and resolve these matters.

Request For Bollard At The Entrance to Jubilee Gardens, North Molton - The Clerk reported the negative response from Highways which had high-lighted the overall number of such entrances in Devon and the cost of supplying and installing bollards and maintaining damaged ones. **Action**: The Clerk is to ask Richard Sables of Highways to visit the site in order to gain a greater understanding of the problem.

Emergency Plan Review - The Clerk informed cllrs that the website version had been updated and published on the Parish Council’s website - the instructional version for cllrs would be disseminated once full revised contact details for the Primary School had been obtained. **Action**: A Poster seeking volunteer first-aiders and cutting/lifting equipment owner/volunteers was to be created and published by the Clerk.

Pothole Reporting Link on The Parish Council’s Website - The Clerk had arranged the appropriate link - **Action**: a poster highlighting the importance of reporting potholes using Highways’ systems via this link or directly via NDCC’s website would be created and published by the Clerk as soon as possible.

Poltimore Inn Planning Application: 60957 - Emergency Access Issues had been raised by the Clerk with the Case Officer on 30th May - The Case Officer had taken up the issue with the Fire Authority.

Proposed Street Party 12th June - Cllr Kelland’s request for the Church to pay for paint for the repainting of its part of the wall adjoining Laurel’s Playground’s had been put to the P.C.C. on 30th May - a response was awaited.

Risks Associated With Vehicles Parking Outside The Barn Conversion in Middle Poole, Fore Street - The Clerk was still awaiting a response from Highways.

Street Light Permanently On In Roberts Field - The Clerk had been awaiting the number of the light from Cllr Procter in order to report this matter to NDCC. **Action**: In view of the wider current problem of street lights remaining switched on all night in North Molton, the Clerk is to take the matter up more generally with the District Council.
The Old Road - Issues

Other issues such as pallets on the grass bank, alleged raised height of drains and manhole covers had been raised on 21st April with Matt Collins at NDDC in Barnstaple who had referred the matters on to Paul Young and Highways Agreement Officers for consideration. Cllr Bulled informed cllrs that officials had been observed in the area. **Action:** The Clerk is to chase this issue.

North Devon Community Fund 2015/6 - Whilst the Clerk had forwarded a Schedule of ‘first-cut’ hedge-trimming works to cllrs, the Schedule had not specified where exactly the works would take place - The Clerk had asked for more details from Highways and would revert in order that works under the Community Fund could be planned, effectively.

**Internal Audit** - Geoff Collier had been instructed on 23rd May - his report was imminent.

Access to Members’ Area of DALC Website - Cllrs had been supplied with log-in details.

Previous Issues Outstanding:

**Drainage Issues at Upcott & Yarde Down Cross** - Awaiting response.

**Letter to MP on Planning Issues** - **Action:** As this matter had been outstanding since March, the Clerk is to write a letter to The Head of Planning, Mike Kelly, requesting a response to the MP’s letter addressed to him on this issue.

**Bank Signatory Changes** - The Clerk explained that the new agreed signatory arrangements were still not effective due to Barclays Bank in Leicester making another request for the Clerk to supply yet further ID. It was hoped that this matter would be resolved soon because this simple mandate change had taken Barclays many months to execute.

081/06/16 8. Matters Arising From These Minutes Not on This Agenda

None

082/06/16 9. Items For Discussion

  a) **The Road Warden Scheme** - The Project Manager for the Scheme, Victor Gough, was kindly on hand to field questions from cllrs. With the prospect of ever-diminishing output by the Highways Dept in respect of its statutory obligations regarding general Highways maintenance, cllrs were looking at ways to mitigate the effect of this by exploring the benefits and drawbacks of signing up to such a Scheme and also at alternative funding and other methods of achieving the same ends such as **The Community Payback Scheme**. With the issues proving extensive and complicated it was agreed that the matter required further investigative work. To this end, it was agreed that an initial Project Team comprising Chairman Bulled and Cllr Milne would carry out further research by initially contacting Parish
Councils which had signed up to *The Road Warden Scheme*. It was envisaged that the Project Team would report back to clrs in August.

b) **Proposed Village Street Party To Be Held in The Square on Sunday 12\textsuperscript{th} June, 2016 at 3 pm to celebrate H.M. Queen’s 90\textsuperscript{th} Birthday - General Update** - Cllr Palfreyman reported that the Committee’s work to enable the event was on schedule.

c) **Approval of The Annual Governance Statement For The 2015/6 External Audit** - Chairman Bulled read out statements 1-8 which clrs agreed to. Statement 9 was not applicable to the Parish Council. Chairman Bulled and The Clerk/RFO duly signed the Statement on behalf of North Molton Parish Council.

d) **Approval of The Annual Statement of Accounts For The 2015/6 External Audit** - Cllrs agreed to the figures which the Clerk explained were derived from the unaudited accounts which clrs approved at the 11\textsuperscript{th} May Annual Meeting of The Parish of North Molton. Chairman Bulled and The Clerk/RFO duly signed the Statement on behalf of North Molton Parish Council.

e) **Internal Audit Update** - This was covered in the Clerk’s Report, above.

f) **TAP Fund 2016/7** - The Clerk informed clrs that the opening date for receipt of applications was 1\textsuperscript{st} June, 2016 and that the closing date was 28\textsuperscript{th} February, 2017. Funding was not ring-fenced per parish and was available on a first-come, first-served basis - early applications were recommended. Collaboration with another parish was not necessary in respect of ditching and drainage works - Cllr Dunn added that the *Neighbourhood Highways Team* (Richard Sables) would need to be consulted which would avoid duplication of effort. **Action:** Cllr O’Brien is to contact Richard Sables with a view to arranging a mutually-agreeable time for a meeting to formulate a plan for drainage works between Highways and the Parish Council.

**083/06/16 10. Chairman’s Report/Urgent Matters Brought Forward by The Chairman**

**Section 106 Agreements** - Chairman Bulled reported that the planners were still awaiting a response from the solicitor in respect of the proposed development off Back Lane. With regard to Old House Barns the S. 106 had been submitted but the Planning Officer was in the process of writing the conditions appertaining to it.

**Litter** - Chairman Bulled reported that McDonalds had supplied the plastic dustbin for the lay-by on the road down to the Link Road - this was *in-situ*. Emptying of the bin would be carried out by Chairman Bulled. **Action:** The Clerk is to write a letter thanking Mr Hunt of McDonalds for this provision.

**Overgrown Vegetation Below Jubilee Gardens** - Chairman Bulled had reported the issue again - it had been a problem last year.
084/06/16 11. Finance

The balance of the Community Account was £4,048.65 as at 31st May, 2016.

The balance of the Business Saver Account was £5,601.26 as at 31st May, 2016.

i) Receipts:

   a) £65.00 cheque in respect of cash found in the Council’s Jubilee Mugs is to be banked when the paying-in book is returned by the Internal Auditor.

ii) Payments:

   a) Clerk’s net salary £275.62 plus contribution to telephone costs of £10.00 and travel expenses of £37.80 - all totalling £323.42;

iii) Any other accounts received after preparation of agenda: None

Unanimously, cllrs agreed to pay the above sum.

085/06/16 12. Correspondence - The Clerk had received correspondence from a parishioner who had expressed concern about speeding tractors in the village with the primary concern being the safety of pedestrians and, in particular, mothers and children. The member of the public wanted to know whether or not the Parish Council would be willing to erect signs to warn such vehicles to slow down.

Action: The Clerk is to seek advice from PCSO Beverley Bray on this issue and revert.

086/06/16 13. Reports

Laurel’s Playground - Cllr Kelland reported that the playground had been cleared largely of the leaves apart from those underneath the heavy rubber matting associated with the actual play equipment. Cracking on some of the walls had been noted and would be partly addressed by any eventual re-painting works as covered above. Offensive graffiti was reported by Cllr O’Brien. Action: Cllr Kelland would investigate the graffiti and arrange for it to be removed if possible.

087/06/16 14. Matters Brought Forward by District or County Councillor - Cllrs not present - none.

Date and Time of Next meeting: Wednesday 13th July, 2016 at 7.30pm to be held in the Victory Hall, North Molton

The Meeting closed at 9.40 pm.