MINUTES OF THE MEETING OF NORTH MOLTON PARISH COUNCIL
HELD ON WEDNESDAY 18th May, 2016 IN VICTORY HALL

Present: Councillor Bulled (Chairman); Councillor Dunn (Vice Chairman); Councillor Geen; Councillor Kelland; Councillor Milne; Councillor O’Brien; Councillor Palfreyman; Councillor Wallis (left meeting at 8.22 pm) and the Parish Clerk, Noel Brooks

060/05/16 1. Apologies: Cllrs Clark; Peek & Procter - District Cllr Edgell & County Cllr Yabsley - all agreed.

061/05/16 2. Declaration of Interests: Cllr Bulled declared an interest in respect of Planning Application No: 61054 (Pullens, East Street, N. Molton) due to her being a next door neighbour.

062/05/16 3. Devon and Cornwall Constabulary: At The Annual Meeting of The Parish of North Molton, held on 11th May, 2016, Beverley Bray provided a Crime Report for North Molton since 1st April, 2016 as follows: criminal damage; the use of threatening or abusive words; an assault causing actual bodily harm; threats of the use of a firearm but none found; a hit and run causing vehicular damage but no injuries on the A361; a broken-down vehicle & caravan on the A361 and concern for welfare involving a neighbourhood dispute.

063/05/16 4. Representations From The Public: Vice Chairman Dunn had received a representation regarding a slippery road surface for horses descending the hill from Roberts Field on the newly-surfaced part of the Old Road. The British Horse Society provided guidance for Highways Authorities which involved gritting such surfaces to mitigate the likelihood of accidents in this type of instance. Action: The Clerk is to request Highways to grit this part of the road. Vice Chairman Dunn had received a further representation regarding the erosion of the river-bank down-stream at Stonybridge which might undermine the bridge. Action: The Clerk is to investigate which public body was responsible for this issue and request that the matter to be remedied. Chairman Bulled reported that a panel on the bridge over the River Mole in East Street had been bent. Action: The Clerk is to request the appropriate authority to repair the damage.

064/05/16 5. Approval of the Minutes of the Meeting of North Molton Parish Council held on 13th April, 2016 - Approved unanimously

065/05/16 6. Clerk’s Report Re: 13th April, 2016 Minutes

Proposed Street Party In The Square - Sunday 12th June: The Clerk informed cllrs that Anthony Jury of South West Highways had confirmed on 26th April that all matters relating to the closure of The Square between 9.00 am and 7.00 pm would be handled by his team on the day - the Parish Council had not been billed yet for the work but the sum involved was £75.00 which had been agreed in the April 2016 Minutes. The Clerk asked for a decision from cllrs on a request received from Lucy Perry of the Committee involved for a permanent hop-scotch pitch to be painted on the Laurel’s Playground tarmac - all agreed. The Clerk informed cllrs that he had received three boxes of Queen’s Jubilee Mugs from Rosie Gammon, the wife of the late former Parish Councillor and Chairman, Ken Gammon - the mugs had been purchased back in 2012 by the Parish Council for a celebratory event - he asked cllrs what they would like to do with them. Cllrs agreed unanimously for such mugs to be donated to the Queen’s 90th Birthday Party Committee as this would help the organisers to raise funds towards the overall cost of the forthcoming Street Party - this decision was conveyed later in the meeting to Committee member, Lucy Perry. The Clerk informed cllrs that £65
had been found by Rosie in one of the mugs - she considered this to be Parish Council money and had held on to the cash and presented a cheque payable to North Molton Parish Council for an even amount which would be duly banked.

**Potential Risk Associated With The Parking Of Vehicles Outside New Oaks In Middle Poole, Fore Street** - The Clerk had written to Highways on 21st April and was awaiting a response.

**Street Light Permanently On in Roberts Field** - The Clerk was awaiting the number of the light concerned from Cllr Procter in order that the District Council could be instructed to resolve the issue.

**Complaint Received Regarding Cones Placed In Old Road Opposite the Holdridge Cross Joinery** - The Police had contacted the Clerk on this issue - no obstruction was being caused by the cones - the owner was entitled to place the cones at the edge of the road to enable him to conduct his usual business - members of the public were entitled to park in front of the cones as there were no parking restrictions - at delivery times, other road users were entitled to move the cones onto the verge if such objects were making it difficult to pass through - if the owner and other road users adopted a considerate and understanding approach, then the situation was workable - the Police’s view was that parishioners should think carefully before requesting double yellow lines along this stretch of road because this would restrict anyone from parking there at any time, including Christmas, when people have more visitors and the parking space would be useful for the community. On 21st April, the Clerk had raised other issues, such as pallets on the grass bank and the raised height of drain and manhole covers in Old Road with Matt Collins at NDDC in Barnstaple - he had referred the matters on to Paul Young and Highways Agreement Officers for consideration.

**North Devon Community Fund 2015/6 - Application Progress** - On 22nd April the Clerk had written to Highways requesting a schedule of the safety/visibility hedge-trimming works to be carried out in the parish this year in order to enable the Parish Council to plan additional un-duplicated works of its own and to decide on the additional budget necessary from reserves over and above the £750 which was being made available under the Fund. The matter had been chased twice but such schedule was not yet available. As hedge-trimming works had to take place in July, the Clerk had diarised this issue and would continue to chase Highways stridently for this information.

**CPRE Devon “Our Outdoors” Competition** - The Clerk had diarised this item for discussion at the Parish Council’s November meeting.

**Internal Audit** - Geoff Collier would be provided with the paperwork to commence the audit within the next few days.

**Bank Mandate Changes/Signatory Issues** - Finally, the Clerk had received the correct paperwork from Barclays Bank’s Mandate Change Team in Leicester to enable the new signatory arrangements to come into effect.
Planning Application 60728 - 15 Oakford Villas - Whilst the Clerk had apologised to cllrs by e-mail for not applying for a second consultee extension on this case, he extended this apology, publicly.

Internal Auditor - Authorisation Required For Additional £20 in Minutes of April 2016 - No further authorisation was required because the sum had been authorised by cllrs in June 2014 in respect of that year’s audit, but had not been utilised as a gift until the following year in July 2015.

Previous Minutes’ - Issues Outstanding:

Drainage Issues at Upcott & Yarde Down Cross - Still awaiting a response;

Letter to MP on Planning Issues - The Clerk had phoned the MP’s Secretary who had chased, in turn, Mike Kelly who was The Head of Planning in Barnstaple - a response awaited.

066/05/16 7. Matters Arising From These Minutes Not on This Agenda

Chairman Bulled queried the latest position on the Devon Air Ambulance’s request for a Helipad site - Sports Club Rep. Cllr Wallis reported that a plan was being worked on to enable this to happen.

Chairman Bulled asked for an update on the damage to the road verge at the entrance to Jubilee Gardens. **Actions:** Cllr Palfreyman is to repair the stone/brickwork - The Clerk is to request Highways to fit a bollard at this point in order to help road users navigate away from the edge of the road which fell away sharply - if this was not attended to then it could lead to further damage to both vehicles and masonry.

067/05/16 8. Items For Discussion

Proposed Village Street Party To Be Held in The Square on Sunday 12th June, 2016 at 3 pm to celebrate H.M. Queen’s 90th Birthday - General Update - Cllr Palfreyman reported on the extent to which the event was being advertised. Chairman Bulled established that there were no further decisions required at present by the Parish Council.

March 2016 Highways Conference - Matters Affecting the Parish of North Molton - Chairman Bulled referred to the Conference’s topic on parish councils joining the **Road Warden Scheme** and asked cllrs whether or not they would be interested in taking part in such an operation - Cllr Milne questioned the extent of the works which the Parish Council would become involved in under the Scheme. Cllr Geen clarified the position in that the County Council would likely carry out emergency works and the Parish Council would be expected to deal with more regular maintenance on items such as: hedge-trimming; drainage clearance and pothole filling. Also, cllrs questioned the implications of taking on what was legally the responsibility of the County Council. **Action:** After a considered debate it was agreed that the Clerk should obtain further information on the Scheme to enable discussion on the issue at the 8th June, 2016 Meeting.

Provision of a Village Beacon - Cllr Dunn had written to local landowner, Peter Stucley, exploring the possibility of the location of a fixed beacon for the Parish. Mr Stucley had responded that he was in favour of beacons but not of a permanent structure. He had suggested that he was open to beacon events being discussed on a case-by-case basis and that Bampfylde Hill would be the likely preferred site.
Emergency Plan Review - The Clerk read through the latest available web and cllr versions of the plan - apart from the key arrangement for the lock-up at Victory Hall in respect of sandbag access there were no procedural changes required. **Actions:** The Clerk is to update names and contacts on both versions and publish them on the Parish’s website. The Clerk is to design a poster seeking local first aid/cutting & lifting equipment owner/handler volunteers to assist cllrs in the case of an emergency being declared.

068/05/16 9. Chairman’s Report/Urgent Matters Brought Forward by The Chairman

Litter - Chairman Bulled had met with the Manager of McDonalds who had agreed to provide a plastic dustbin for a lay-by on the road down to the Link Road. The emptying of the bins would not be the responsibility of McDonalds - the matter would need to be considered by the Parish Council.

069/05/16 10. 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>58501</td>
<td>Erection Of New Dwelling (Amended Certificate &amp; Plans) (Further Amended Plans) at Land Adj. Moorland View, East Street, North Molton</td>
<td>Supported</td>
</tr>
<tr>
<td>60957</td>
<td>Outline Application For The Erection Of Five Detached One-bedroom Units To Provide Ancillary Accommodation For Inn - Some Matters Reserved (Appearance Layout) At The Poltimore Inn, East Street, North Molton Cllrs supported this application but with a reservation over the height of the roof ridges which should be lowered to lessen the impact on neighbouring properties.</td>
<td>Supported (7 For-1Against) See Comments</td>
</tr>
<tr>
<td>62/63/16/001</td>
<td>Proposed Regularisation Of Works Together With Extension And Alterations To Farmhouse - Part Retrospective West Twitchen Ball, Sandy Way, South Molton, Devon</td>
<td>Supported</td>
</tr>
<tr>
<td>61054</td>
<td>Change Of Use of Land From Agricultural To Mixed Agricultural &amp; Equine, Erection Of One Stable Block &amp; Formation Of All Weather Lunging Area/Sand School (Part Retrospective) At Pullens, East Street, North Molton Cllrs supported this application subject to the facility being restricted to private use only.</td>
<td>Supported See Comments</td>
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Planning Applications Advised Since Last Parish Council Meeting

<table>
<thead>
<tr>
<th>Case Ref</th>
<th>Address</th>
<th>Decision</th>
</tr>
</thead>
<tbody>
<tr>
<td>60523</td>
<td>Demolition Of Workshop &amp; Erection Of 3 Dwellings Holdridge Cross Joinery, Holdridge Cross, North Molton</td>
<td>Approved</td>
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Planning Enforcement Cases Advised Since Last Parish Council Meeting

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>9916</td>
<td>Unauthorised Change Of Use - Model Aircraft Flying Club Using Agricultural Land Land To The West Of Nadrid Cottage, South Molton</td>
<td>No Further Action - Continuous Breach For Longer Than 10 Years and Beyond Enforcement</td>
</tr>
</tbody>
</table>

070/05/16 11. Finance

The balance of the Community Account was £4,672.58 as at 30th April, 2016.

The balance of the Business Saver Account was £5,576.26 as at 30th April, 2016.

i) Receipts:
   a) 25th April, 2016: £4,166.41 from North Devon District Council in respect of Precept & Grants;

ii) Payments:
   a) Clerk’s net salary £275.62 plus contribution to telephone costs of £10.00, travel expenses of £17.55 and £19.00 in respect of the Squires padlock for the Victory Hall Lock-up where the Parish Council’s historical files are stored - all totalling £322.17;
   b) Community First Trading in respect of Zurich Insurance Renewal: £276.76;
   c) Annual Grants to: North Molton Victory Hall - £100.00
      Heasley Mill Village Hall - £100.00
      PCC Burial Ground - £500.00

iii) Any other accounts received after preparation of agenda:
      DALC (Annual Fee) - £241.13

Unanimously, cllrs agreed to pay the above sums.

Action: The Clerk is to provide access to the DALC service to cllrs.

071/05/16 12. Correspondence - None
072/05/16 13. Reports

Footpath No. 7 - Mines Bridge to Barham Bridge - Cllr Geen reported that he had been informed that Exmoor National Park would be replacing the footbridge with a new one in around a month’s time.

Laurel’s Playground - **Action:** Cllr Kelland agreed to contact Cllr Procter with a view to smartening up the playground.

073/05/16 14. Matters Brought Forward by District or County Councillor - At the Annual Meeting of The Parish of North Molton Cllrs Edgell & Yabsley gave their apologies in advance for not attending the normal Parish Council Meeting on 18th May.

Cllr Edgell had received an application for a grant of £185 from the North Molton Youth Club to enable a coach trip to Plymouth. He asked cllrs whether or not they had any other priorities before agreeing to the grant. Cllrs agreed unanimously for District Cllr Edgell to proceed with the grant application.

Cllr Yabsley stressed the importance of potholes being reported via the Highways website - statistics from that portal formed the basis of the planning of further highways works such as patching and top-dressing - effectively, the more potholes were reported on a particular stretch of road, the more likely that section of the highway would receive future more substantive works. Currently, North Molton ranked only 7th in terms of priority for road surface improvements. For potholes to be considered for repair, they needed to be at least 40mm deep and 300mm wide with sharp edges. A link to the potholes portal from the Parish Council’s website might encourage more legitimate reporting which would help to raise North Molton’s profile in terms of Highways’ priorities. **Actions:** The Clerk is to arrange for the provision of a direct link from the Parish Council’s website to the pothole reporting facility at NDCC. The Clerk is to design and publish a poster which informs the public of the importance of reporting potholes and which encourages its direct participation in such reporting.

**Date and Time of Next meeting:** Wednesday 8th June, 2016 at 7.30pm to be held in the **Victory Hall**, North Molton

The Meeting closed at 9.18 pm.