Present: Councillor Bulled (Chairman); Councillor Dunn (Vice Chairman); Councillor Palfreyman; Councillor Peek; Councillor Platt; Councillor Procter; County Councillor Yabsley (arrived 7.45 pm) and the Parish Clerk, Noel Brooks

074/06/17 1. Apologies: Cllrs Geen; Kelland; Milne; O’Brien & Smaldon - agreed unanimously.

Absent: District Councillor Edgell

075/06/17 2. Declaration of Interests: None

076/06/17 3. Devon and Cornwall Constabulary: No representative was present and no report had been submitted. The Clerk had been informed by South Molton Police that future liaison with the parish was under review.

077/06/17 4. Representations From The Public: Cllr Procter had received a representation concerning the hedge outside 22 Oakford Villas where the foliage was encroaching the pathway. Action: The Clerk is to contact Miles Sellick of North Devon Homes with a view to resolving the situation. Chairman Bulled had received a representation concerning non-functioning street lights in Lower Poole and Roberts Field and had reported this to DCC. Action: As the lights were still not working, Chairman Bulled is to chase DCC. Cllr Palfreyman raised the issue of the barely visible white lines on the road where vehicles are required to give way to oncoming traffic in Fore Street. Action: The Clerk is to request Highways to re-paint such lines. Cllr Palfreyman raised the issue of trees overhanging the children’s play area in Oakford Villas. Action: The Clerk is to write to North Devon Homes with a view to resolving the problem.

078/06/17 5. Planning

Planning Applications For Consideration Received Since Last Parish Council Meeting

<table>
<thead>
<tr>
<th>Case Ref</th>
<th>Proposal &amp; Address</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>63113</td>
<td>View Cottage, East Street, North Molton - Listed Building Consent For Replacement of Window To Rear of Property</td>
<td>Supported</td>
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</table>

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>62797</td>
<td>2 Rumbelows, East Street, North Molton Conversion Of Front Garden To Create Off Road Parking For 2 Cars</td>
<td>Approved</td>
</tr>
</tbody>
</table>

079/06/17 6. Approval of the Minutes of the Annual Meeting of The Parish of North Molton & The Annual Meeting of North Molton Parish Council held on 10th May, 2017 and the Parish Council Meeting held on 17th May, 2017 - approved unanimously apart from 17th May Minutes where Cllr Peek abstained due to his not having attended such meeting.

080/06/17 7. Clerk’s Report on 17th May, 2017 Minutes

New Street Lighting In East Street - Not Lighting The Pavement Sufficiently On The Opposite Side Of The Road Where There Are No Street Lights - Vice Chairman Dunn reported that operatives had been seen to be working on the lights but the effect had been difficult to monitor due to the longer June daylight. No further response had been received by the Clerk who would continue to request a formal update from DCC.
On-going Traffic Lights in Station Road, South Molton - Timescale Sought For Completion of The Works -
Elan Homes had confirmed that the works should be completed by mid July.

Blocked Drains At The Bottom Of Broad Close and In Heasley Mill Just Below The Telephone Exchange -
Highways had informed the Clerk that there was no resource available for any additional visits outside of the programmed annual clean. The next programmed visit to the Parish was one day (31st August) - gullies within a 30mph zone were now cleaned once every three years so the drains in question might not be attended to in 2017. **Action:** Under advice from County Cllr Yabsley, cllrs are to monitor the effects over a period of time by sending mobile phone pictures with dates to the Clerk for onward transmission to DCC which might then act given sufficient evidence over a period of time.

Alleged Inefficiency Of DCC’s Outsource Contractor, Skanska - Meg Booth had delegated a reply to the Clerk’s letter to Andy Cole who was the Safety Inspection & Reactive Engineer for Highways. Skanska had only been appointed in April 2017 - new systems for procedures and IT had been introduced and required a ‘bedding-in’ period. Skanska was managing the situation. However, under the new contract, the contractor was only paid for defects repaired and not by the hour, so the cost of the inefficiency had been borne by Skanska, not the public.

Raised Manhole Cover Damaging Vehicles in Old Road, Lower Poole - Damien Hunter of NDC’s Legal Dept. would be supplying a full report regarding the legal way forward in respect of the default by the developer on obligations under the S.106 Agreement appertaining to the Roberts Field Development. Chairman Bulled queried whether or not the developer at Lower Poole had made a 50% payment to NDC in respect of a separate S.106 Agreement relating to Lower Poole due to builders appearing to be on site. The Clerk had phoned and e-mailed Jean Watkins of NDC’s Planning Dept. on the issue but had received no replies. The Clerk considered that this might have been due to fresh planning applications appertaining to the site. County Cllr Yabsley added that the trigger for payment might need to involve more than the existence of builders on site in that the foundations would probably need to have been laid. **Action:** The Clerk is to continue to chase NDC in order to clarify the position.

Slippery Road Surface For Horses Descending The Hill From Roberts Field On The Newly-surfaced Part Of The Old Road, North Molton - **Action:** The Clerk had contacted the BHS and DCC and explained that the situation would be monitored with no action required by DCC in the meantime.

Memorial On New Road - The police sergeant involved on the case had referred the matter to the Road Traffic Accident Prevention Officer (RTAPO) in Exeter due to its sensitive nature. The Clerk would follow the case up directly with the RTAPO.

Consideration of How The Adopted BT Phone Box In The Square Is To Be Utilised - The Clerk had not received any ideas for its usage from any of the History Society’s members. **Action:** Vice Chairman & History Society Representative, Cllr Dunn is to ask members of the History Society whether or not its members would wish to form a Project Team to explore ways of using the phone box to depict and explain the history of the village.

Damaged Coping Stones in East Street - Richard Sables had issued a Works Order to DCC’s contractors to repair the coping stones. In accordance with policy this would be executed within 28 days of the order, so, by 7th July, 2017.

Weed-spraying Invoice - Since the Parish Council’s meeting on 17th May, Chairman Bulled had agreed to contact South Molton Town Council for the invoice in respect of works carried out in North Molton. The Clerk was still awaiting the invoice and would chase the matter.
Highway Maintenance Community Enhancement Fund 2017-18 - The Clerk had applied in May for a further tranche of £3,900 in respect of Highways Committee-related works - the application would be assessed by DCC in June.

Financial Regulations 2017-18 - The Clerk had published the regulations on the Parish Council’s website.

Heasley Mill Village Hall Committee - The Clerk had forwarded a copy of the received accounts and insurance schedule to cllrs.

Insurance - The Clerk had informed Zurich Insurance of the change in the number of bench seats from 12 to 6 and was awaiting a response in respect of any reduction in premium.

081/06/ 17.8 Matters Arising From The 17th May, 2017 Minutes Not On This Agenda - None

082/06/ 17.9. Items For Discussion

New Policy On Waste Disposal - Presentation By Dennis Shopland of NDC - Mr Shopland explained that the service was being changed for both financial and re-cycling target reasons. In the case of the former, the Dept. was receiving £340k less funding in the current financial year and in the latter instance, HM Government had imposed a recycling target of 50% by the year 2020. Currently, North Devon was achieving 45% against a national average of 44%. From 5th June, 2017, two initiatives had been introduced: a chargeable green bin service (£36 per annum) and the weekly separate collection of food waste in caddies. To date, circa 45 tons of food waste had been sent to the composter at Viridor’s Deep Moor site near Great Torrington. Circa 13,000 households had signed up, already, for the green bin service and had obtained the necessary yellow dot sticker for their bins. From 19th June, only those green bins with an eligible yellow dot sticker would be emptied. Dispensation for paying for the green bin service by, community and/or charitable institutions would be filtered through Parish & Town Clerks - churches would not normally be eligible for dispensation but all applications would be considered at the sole discretion of NDC. From 5th June, 2017 and not involving North Molton, an area involving 3,400 diverse property types was being trialled for a period of six months with both unlimited recycling (for example, no limit on the amount or size of cardboard collected) and a three weekly cycle for black bin collection rather than two weekly. The latter change might be considered a more sensitive issue with the public but it was a case of educating the public to recycle - recycling advisers were on hand to analyse the contents of ongoing samples of the black bin waste collected and to advise the public on the recycling capability to keep black bin waste to a minimum. For example, some residents in flats had overcome one hurdle by finding a creative solution to food waste caddy storage by sharing caddies. It was essential to keep food waste out of the black bins in order to minimise co2 emissions which might be generated with the three weekly black bin collection schedule. Whilst North Molton was not in the trial, its households should all possess food waste caddies and be using them - anyone without a caddy should contact NDC’s Customer Services Dept..

Highways Project Team Update - Chairman Bulled read out Cllr Milne’s latest report. The summary points were as follows: Flash-flooding Black Spots - The contractor, I.C. Woollacott, had carried out half the work under the 2016.7 TAP Fund. He couldn’t locate various gullies but this would be resolved with Cllr Peek’s assistance. The remainder of the works would be funded from the Highway Maintenance Community Enhancement Fund (HMCEF), 2017-18; Heasley Mill Flooding - The issue was not the highest priority for DCC’s Flood Risk Team, which had advised those affected to compile a database record as evidence of flooding over time - such database could be used at a later date to justify DCC’s assistance. County Cllr Yabsley urged individuals affected to make applications to DCC under its Property Level Resilience Grant Scheme; Water Tabling & Gulley Clearing - With the assistance of DCC, the Highways Committee had managed to identify another contractor (Darren Phillips) who possessed the equipment to carry out the full range of the work involved. Darren would be invited to a Highways Committee Meeting in early July and a decision on the way forwards could be made by the full Parish Council at its 12th July Meeting.
The proposed use of the HMCEF 2017-18 (£7800) was as follows:

<table>
<thead>
<tr>
<th>Sum</th>
<th>Type of Work</th>
<th>Contractor</th>
</tr>
</thead>
<tbody>
<tr>
<td>£ 800</td>
<td>Flood Black Spots</td>
<td>I.C. Woollacott</td>
</tr>
<tr>
<td>£1000</td>
<td>Hedge-trimming</td>
<td>I.C. Woollacott</td>
</tr>
<tr>
<td>£1000</td>
<td>Weed-spraying</td>
<td>South Molton Town Council</td>
</tr>
<tr>
<td>£3000</td>
<td>Water-tabling</td>
<td>Darren Phillips</td>
</tr>
<tr>
<td>£1500</td>
<td>Gulley Clearance</td>
<td>Darren Phillips or I.C. Woollacott</td>
</tr>
<tr>
<td>£ 500</td>
<td>Contingency</td>
<td></td>
</tr>
</tbody>
</table>

Chairman Bulled had been made aware of Cllr Kelland’s e-mail request for the Parish Council to consider granting Mr P. Ball the sum of circa £500 for him to purchase a lighter strimmer to enable him to continue keeping tidy the entrance to the village, on privately-owned land, on the bank opposite the school. **Action:** Following a considered debate, cllrs agreed, with one abstention, for the Clerk to write to Mr Ball, thanking him for keeping the entrance to the village tidy over many years but informing him that the Parish Council was unable to provide financial assistance in this regard due to the land in question being privately-owned.

**Approval of The Annual Governance Statement 2016-17 - External Audit** - approved unanimously and signed by Chairman Bulled & The Clerk.

**Approval of The Annual Statement of Accounts 2016-17 - External Audit** - approved unanimously and signed by Chairman Bulled & The Clerk. The Clerk informed cllrs that the Parish Council had passed the Internal Audit and that no actions were required.

**Report On and Consideration of The Condition of The Adopted Phone Box In The Square** - Cllr Palfreyman reported that the condition was not as bad as had been envisaged, originally. All that was required was preparation, painting and minor DIY repair to a glass pane support. **Action:** Cllr Palfreyman is to purchase the materials required in view of the minimal costs involved and the Parish Council’s obligation to maintain the phone box under the terms of the Adoption Agreement - Cllr Palfreyman would be recompensed for such purchase/s at the July Meeting of the Parish Council - he would ensure that retail slips/bills would be made out in the Parish Council’s name to enable recovery of VAT - agreed unanimously.

**Footpath Report 2017 - Consideration and Determination of Any Issues/Actions** -

**Footpath 1 - North Molton to South Molton Via River Mole** - **Action:** The Clerk is to write to DCC requesting action to improve the section of path under the Link Road which was considered to be a danger to walkers and horse-riders. **Action:** The Clerk is to chase the Footpath Warden concerning progress with the Footpath Officer in Exeter regarding the cast-aside damaged gate and its pending replacement in Dure Lane - all agreed.

083/06/17 10. Chairman’s Report/Urgent Matters Brought Forward by The Chairman -

**Jubilee Gardens - Grass On Top Of Wall Owned by North Devon Homes (NDH)** - Chairman Bulled had ascertained that the grass concerned was due for cutting twice yearly on NDH’s Maintenance Schedule - as it was already over-grown, Chairman Bulled was endeavouring to find out the time of the first cut.

**Weeds- Roberts Field Area** - Whilst this was the Receiver’s responsibility, the developer had kindly agreed, as a gesture of goodwill towards the village, to pay for Mr G. Geen to strim the unsightly area concerned.

**Libra School’s Request To Advertise On The Parish Council’s Website For Work Experience Placements For Relevant Pupils** - whilst cllrs were not in favour of any such advertising on its website, they agreed for Chairman Bulled to suggest to the school other forms of advertising such as: a poster in the local shop; advertisements in local papers, magazines and newsletters and by contacting local businesses directly.
084/06/17 11. Finance

Barclays Community Account  Balance as at 31st May, 2017: £9,826.32
Barclays Business Premium Account  Balance as at 31st May, 2017: £5,903.36

i) Receipts:
   a) 22nd May, 2017 - DCC Highway Maintenance Community Enhancement Fund 2016-17 - £3,900.00

ii) Payments:
   a) Clerk’s Net Monthly Pay & Expenses - £332.34 - Net pay: £282.24 plus contribution to telephone & office costs of £15.00 and travel expenses of £35.10;
   b) Annual Grants to: North Molton PCC - £500.00 - (Approved Last Month With Payee as PCC Burial Ground Which Bank Rejected).

iii) Any Other Accounts Received After Preparation of Agenda: None

Unanimously, cllrs agreed to pay the above sums.

085/06/17 12. Correspondence - None

086/06/17 13. Reports

Laurel’s Playground - Cllr Procter summarised Cllr Kelland’s latest Report: the litter was still under control despite the removal of the bin - the Foceffees had been contacted regarding the required repair to the playground wall they were responsible for but a response was still awaited - re-painting work couldn’t recommence until the wall had been made good - Cllr Kelland knew a street artist who would be willing to paint a mural on the refurbished walls - the informal feedback from users had been in favour of such artwork (Action: Cllr Procter is to request Cllr Kelland to obtain an estimate and some examples of the artwork for further consideration - all agreed) - clearance of the leaves was on-going - the weeds next to the Old School’s wall adjoining the footpath entrance to the playground required attention (Action: Chairman Bulled would broach the issue with a member of The Old School Committee, informally) - a green bin dispensation would be of benefit (Action: The Clerk is to apply for such dispensation in the name of the Parish Council - all agreed).

Build-up of Debris Under an Archway of Bicknor Bridge over The River Mole - Vice Chairman Dunn reported this build-up - Action: In the first instance, the Clerk is to request Highways to remove the debris.

087/06/17 14. Matters Brought Forward by County Councillor - County Cllr Yabsley recommended that cllrs attend the rescheduled Parish Forum to be held on Monday 10th July 2017 at 7.00 pm in the Barum Room, Brynsworthy Environment Centre, Barnstaple. NDC’s proposal to dispense with the Parish Grant over two years was on the Agenda which, if agreed as a policy, would mean that North Molton Parish Council would have to raise this money for the community via its Precept, instead.

Date, Time and Venue of Next Meeting: Wednesday 12th July, 2017 at 7.30 pm in Victory Hall, North Molton

The Meeting closed at 9.40 p.m.