Present: Councillor Bulled (Chairman); Councillor Dunn (Vice Chairman); Councillor Darley; Councillor Procter; Councillor Smaldon; District Councillor Edgell and the Parish Clerk, Noel Brooks

228/05/18 1. Apologies: Councillors Geen; Kelland; Milne; O’Brien; Palfreyman; Peek; and, County Councillor Yabsley - agreed unanimously.

229/05/18 2. Declaration of Interests: None

230/05/18 3. Devon and Cornwall Constabulary: There were no issues for referral.

231/05/18 4. Representations From The Public: Cllr Procter had received several representations concerning speeding by vehicles in the village. **Action:** Cllr Procter is to obtain more data on where and at what times the issue is most prevalent for onward referral to the local police with a view to their handling the situation. Chairman Bulled had received further representations regarding parking issues in Oakford Villas with a request for the painting of parking restriction lines. Cllrs agreed that obstruction of driveways was a policing issue and that affected parishioners should contact the local police who had the power to issue fixed penalty tickets, when they deemed it necessary. Chairman Bulled had asked the owner of the salon to consider alternative parking for its staff in order to help to alleviate the problem. Chairman Bulled had also asked North Devon Homes whether or not its car park could be utilised to alleviate the problem but had been told that the car park was for residents’ use only.

232/05/18 5. Planning

**Planning Applications For Consideration Received Since Last Parish Council Meeting**

<table>
<thead>
<tr>
<th>Case Ref</th>
<th>Address &amp; Proposal</th>
<th>Closing Date For Comment</th>
</tr>
</thead>
</table>
| 64778 (Miss T. Blackmore) | 2 Hillside View, The Square, North Molton, Devon EX36 3HP
Listed Building Application In Respect Of Replacement Of Rotten Window With Timber Window Only. | Supported |

**Planning Applications Advised Since Last Parish Council Meeting**

<table>
<thead>
<tr>
<th>Case Ref</th>
<th>Address &amp; Proposal</th>
<th>Decision</th>
</tr>
</thead>
</table>
| 64583 | Gunbarrell Shed Lane To Stitchpool Farm, Stitchpool, Heasley Mill
Retrospective Application In Respect Of Change Of Use Of An Agricultural Building & Associated Land, To A Mixed Use Of Agriculture & Firewood Processing To Include Internal & External Storage Use Class B2 (General Industrial) & B8 (Storage & Distribution (To Include External Storage) | Approved |
| 64073 | Withygate Farm Lane To Withygate Farm, Brayford, Barnstaple
Conversion Of A Group Of Traditional Redundant Agricultural Buildings To Form A Wedding & Events Venue (use Class D2), Associated Accommodation, Car Parking & Associated Works, Including Small Single Storey Extension & The Demolition & Rebuild Of Small Modern Block | Approved |
233/05/18 6. Approval of the Minutes of The Meeting of North Molton Parish Council Held on 11th April, 2018 -
The Reverend David Baker requested that the Church be referred to as the ‘Parish Church’ to avoid any confusion with other churches - whilst All Saints Church had not been referred to as ‘the Parish Church’ at the meeting, the Clerk agreed to amend the minutes since this did not affect the substance of what had been discussed. Whilst cllrs had referred to a certain piece of land as being ‘ideal’ for burial ground extension/new provision at their 11th April, 2018 meeting, Reverend Baker requested that this word be removed and replaced with ‘for possible’ to which cllrs agreed and which the Clerk would duly amend for the previous reason. Reverend Baker requested that the vendor of the land sold by ‘the Church’ should be amended to read, ‘the Exeter Diocese’. Again, whilst this specific vendor had not been mentioned at the 11th April, 2018 meeting, the Clerk agreed to amend the minutes for clarification purposes. The Minutes would be presented for approval at the next meeting of the Parish Council.

234/05/18 7. Clerk’s Report on 11th April, 2018 Minutes

Concern Regarding Building Levels of Poltimore Inn Chalets - The Enforcement Officer had confirmed in writing that the correct levels were being complied with under the terms of the approved planning application.

Request For North Devon Homes To Consider The Possibility of its Empty Garages Being Utilised to Alleviate The Current Parking Problem In The Oakford Villas Area - The Clerk had e-mailed NDH on 26th April but had received no response to date.

Request For Signage To Deter Large Vehicles From Using The Road Between Molland Cross and Holewater Cross - Action: County Councillor Yabsley had an action to visit the stretch of road concerned with the Highways Manager and revert with their findings and opinion - Chairman Bulled reported that Mr Yabsley was still intending to carry out such site visit.

Incomplete Refuse Collection On W/c 2nd April - The Clerk had reported this incident to N.D.C. but had received no response.

Slippery and Dangerous Path From Back Lane To Oakford Villas - The Clerk had e-mailed N.D.H., thanking the organisation for resolving the issue to such a commendable standard.

Memorial in New Road - The Clerk had stapled a laminated letter to the Memorial expressing the Council’s condolences and setting out its position moving forwards as agreed in previous minutes. The Clerk had e-mailed DCC Highways confirming the Parish Council’s decisions and agreed future policy on this issue.

Section 106 Agreement Open Space Monies - Lower Poole Phase II - Work Continuing On Site Despite Non-adherence to Original S.106 Terms and With No Revised S.106 Agreement In Place - County Councillor Yabsley was to arrange a meeting between himself, Paul Young and Cllr Geen in order to establish and overcome any outstanding issues in the shortest possible timescale. District Councillor Edgell reported that he had established a meeting date of 30th May, 2018 when any outstanding issues would be addressed. The S.106 Agreement was currently with solicitors.

Further Drainage Works - Cllr Milne was to arrange a meeting with contractor, Forks2U, for 24th/25th May to discuss and agree timescales for further urgent drainage works. Chairman Bulled reported that this would be attended to by Cllr Milne in due course.

Laurels Playground - Kindly, Chairman Bulled had re-taped the padding on the goalposts. Action: Following a recent site visit by some councillors, Vice Chairman Dunn kindly agreed to attend to the hazel foliage which was affecting the goal post area. He reported that those cllrs attending had removed some brambles and nettles. Action: Cllr Darley kindly agreed to clear away any debris from the hazel removal works. Cllrs agreed to await the return of Laurels Playground’s Representative, Cllr Kelland, before discussing other issues.
Exmoor Rural Housing Network Posters - The Clerk had posted one such poster on the main notice board.

Housing Needs Survey Refreshment - The Clerk had e-mailed Charles Carter at N.D.C. and was awaiting a response.

235/05/18.8 Matters Arising From The 11th April, 2018 Minutes Not On This Agenda - Chairman Bulled reported that the new surface on the South Radworthy Road had been completed and that it had been described as exceptional for horse-riding by some local riders.

236/05/18.9. Items For Discussion

Review & Approval of The Effectiveness of the System of Internal Control (Refer To Internal Auditor’s Report 2017-18) (a) - The Clerk had forwarded a copy of the Annual Internal Audit Report to cllrs - the Parish Council had passed the Internal Audit with no actions being required. Cllrs reviewed and approved the effectiveness of the system of internal control - all agreed;

Approval of The Annual Governance Statement For The 2017/18 External Audit (b) - approved unanimously and signed by Chairman Bulled and the Clerk;

Approval of The Annual Statement of Accounts For The 2017/18 External Audit (c) - approved unanimously and signed by the Chairman and the Clerk;

Approval of Exemption From External Audit Certificate - approved unanimously and signed by the Chairman and the Clerk;

Approval of NALC Pay Award 2018/19 - agreed unanimously which increased the Clerk’s gross pay from £9.237 per hour to £9.705 per hour from 1st April, 2018;

Approval of Insurance Renewal - cllrs agreed, unanimously, to enter into a three-year, long-term agreement to fix the insurance premium with the Zurich Insurance Company (Community First Trading) at £289.37 per annum which could still vary due to other uncontrollable variables such as, Insurance Premium Tax;

North Molton Churchyard - On-going Discussion Concerning Future Burial Provision - In response to queries raised at the April meeting of the Parish Council, Reverend David Baker informed cllrs that the piece of land in question which might have been usable for future burials had been sold by the Diocese in 2006 with the proceeds placed in a restricted fund dedicated to clergy stipend. There was no other glebe land available. The PCC had no funds available to contribute towards the purchase of any new land for burial provision. The advice received from the Exeter Diocese was not to extend or manage further burials beyond the existing facility due to cost implications. An area of land within the existing burial ground had been identified without headstones which might provide a further twelve places for burial but an application would need to be made by the Parish Church to the Diocesan Advisory Committee (DAC) to use such area for burials with the process taking between 3-6 months. If such application were accepted, then this would delay the Parish Church’s intention to apply for closure of the graveyard until all spaces had been utilised. Action: Reverend Baker is to apply to the DAC to utilise the area of land within the existing burial ground for a further, circa, twelve burial spaces. Once the outcome of this was known, the Parish Council and Parish Church would arrange a Public Meeting to allow parishioners to consider the issues and to obtain their feedback and, where possible, assistance.

Highways Project Team Update - An update was expected in June;

Publicity & Communication By The Parish Council - Establishing The Way Forwards - Action: Chairman Bulled is to draft an Annual Report based on her Report to the Annual Parish Meeting to include a clarification on the Parish Council’s role regarding Highways in the Parish and to report on the successes in respect of Highways work carried out by the Parish Council to date together with an overview on the current burial ground issues, all for
dissemination by the Clerk to clrs for their consideration and review at the Parish Council’s June Meeting with a view to producing a trial print run for availability in accessible locations in the Parish;

**Adopted BT Phone Box Update** - Chairman Bulled understood that Cllr Palfreyman would be attending to the refurbishment as soon as possible.

**237/05/18 10. Chairman’s Report/Urgent Matters Brought Forward By The Chairman** - Chairman Bulled would be raising the issue of the recent pothole fillings in front of the village shop with County Councillor Yabsley - such fillings had disappeared leaving the road in a collapsed state.

**238/05/18 11. Finance**

Barclays Community Account Balance as at 30\(^{th}\) April, 2018: £13,511.74
Barclays Business Premium Account Balance as at 30\(^{th}\) April, 2018: £6,032.43

Receipts:

a) £2,031.69 - HMRC - VAT Re-claim - 20\(^{th}\) April, 2018
b) £5,911.47 - NDDC - Precept (£5,290.37), Parish Grant (£568.50) & Grant Assist (£52.60) - 30\(^{th}\) April, 2018

Payments:

a) **Clerk’s Net Monthly Pay & Expenses** - £385.15 - Net Pay: £347.20 plus contribution to telephone & office costs of £15.00 and travel expenses of £22.95 (mileage: 51);

(please note that the detailed calculations in respect of the Clerk’s salary and expenses are made available to parish councillors at each meeting and are, in any event, subject to annual independent audit.

Members of the public are welcome to inspect the figures at such meetings.)

b) **DALC** - £248.78 - Annual Fee - Invoice No: 6965 - 1\(^{st}\) April, 2018;

c) **Grants to:**

- North Molton Victory Hall - £100.00;
- Heasley Mill Village Hall - £100.00; 
- North Molton PCC - £500.00.

Any Other Accounts Received After Preparation of The Agenda:

a) **Community First Trading** (Insurance Renewal 2018-19) - £289.37;

b) **K L Chugg** - Internal Audit - Invoice: 101441 - Bank Transfer - £90.00.

Unanimously, clrs agreed to pay the above sums.

**239/05/18 12. Correspondence** - None

**240/05/18 13. Reports** - Laurels Playground - The current issues would be addressed at the next Parish Council Meeting in June.

**241/05/18 14. Matters Brought Forward by The District Councillor** - District Councillor Edgell stressed the importance of applying early for TAP funding in 2018-19. TAP funding was not available for non-Road Warden related Highways works. Local charities and not-for-profit organisations could apply independently.

**Action:** The Clerk is to investigate the rules governing applications and place the issue on the June Agenda for further consideration by clrs. Other funding was available through County Councillor Yabsley who has a Locality Budget Fund aka Councillor Community Fund of £10k towards local projects and via the Invest In Devon Fund with the latter available for capital projects only. **Actions:** The Clerk is to contact Michelle Bourne of North Molton Victory Hall to alert her to the Invest In Devon funding opportunity and Cllr Smaldon is to contact County Cllr Yabsley on behalf of the Old School regarding the Councillor Community Fund opportunity in the first
instance. Chairman Bulled reported in County Councillor Yabsley’s absence that it was his understanding that South Molton Rural would be receiving an additional £160k to assist with the damage caused to the roads this winter although this was subject to further internal confirmation by DCC due to confusion as to whether or not this sum had been received previously.

**Date, Time and Venue of The Next Meeting To Be Held In The Victory Hall, Fore Street, North Molton:**

*Wednesday 13th June, 2018 at 7.30 p.m.*

The Meeting closed at 9.35 p.m.