MINUTES OF THE MEETING OF NORTH MOLTON PARISH COUNCIL
HELD ON WEDNESDAY 14th August, 2019 IN THE VICTORY HALL

Present: Councillor R. Peek (Chairman); Councillor J. Dunn (Vice Chairman); Councillor A. Darley; Councillor B. Geen; Councillor Procter; Councillor R. Smaldon; County Councillor Yabsley (arrived at 7.57 p.m. and left at 9.08 p.m.) and the Parish Clerk, Noel Brooks

443/08/19.1 Apologies: Cllrs Bulled, Butt, Milne & District Cllr Bulled - all agreed.

444/08/19.2 Declaration of Interests: Cllr Geen Re: Planning Application No: 70319 - Cllr Geen did not vote on this case.

445/08/19.3 Devon and Cornwall Constabulary: No issues were raised.

446/08/19.4 Representations From The Public: Cllr Procter had received a representation concerning the new white-line road markings outside the Lower Poole Phase II Development on the Old Road - the white lines were considered to be a potential safety hazard because they were off-set from the centre of the road.
Action: Cllr Procter is to forward a photograph of the markings to the Clerk. Action: The Clerk is to e-mail DCC’s Highways Manager with the photograph and request that he investigate the matter and revert.

447/08/19.5 Planning:

Planning Applications For Consideration Received Since Last Parish Council Meeting

<table>
<thead>
<tr>
<th>Case Ref</th>
<th>Address &amp; Proposal</th>
<th>Decision</th>
</tr>
</thead>
<tbody>
<tr>
<td>70196</td>
<td>Chancery House, South Molton, Devon EX36 3EU</td>
<td>Supported</td>
</tr>
<tr>
<td></td>
<td>Extension &amp; Alterations to Dwelling &amp; erection of Garden</td>
<td></td>
</tr>
<tr>
<td>70319</td>
<td>Hunniwins, South Molton, Devon EX36 3EX</td>
<td>Supported</td>
</tr>
<tr>
<td></td>
<td>Prior Notification for Erection of One Agricultural Building</td>
<td></td>
</tr>
<tr>
<td>71088</td>
<td>The Barn, 37A East Street, North Molton, Devon EX36 3HR</td>
<td>No Comment</td>
</tr>
<tr>
<td></td>
<td>Notification of Works to Trees in a Conservation Area in Respect of Crown Reduction of 1 Thorn, 1 Prunus and 3 Birch trees and Removal of 1 Holly Tree</td>
<td></td>
</tr>
</tbody>
</table>

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>
<tbody>
<tr>
<td>66573</td>
<td>Land Adjacent To Nadrid Farm, North Molton, Devon</td>
<td>Approved</td>
</tr>
<tr>
<td></td>
<td>Erection of One Agricultural Building For Storage</td>
<td></td>
</tr>
<tr>
<td>66640</td>
<td>Holdridge Cross, North Molton, Devon EX36 3HG</td>
<td>Approved</td>
</tr>
<tr>
<td></td>
<td>Demolition and Erection of Three Dwellings</td>
<td></td>
</tr>
</tbody>
</table>

448/08/19.6 Approval of the Minutes of the Annual Meeting of North Molton Parish Council held on 10th July, 2019 - approved, unanimously by those cllrs who had attended the meeting.

449/08/19.7 Clerk’s Report on the Minutes of the Parish Council Meeting held on 10th July, 2019 -
Exploration of Possibility For Additional Car Park For North Molton On DCC-owned Land Adjacent to Roberts Field and Creation of a Green Link Path.
Potential Safety Risk Caused By Garage Guttering Flapping In The Wind In The Alleyway Between Oakford Villas And Back Lane - The Clerk had chased NDH on the issue on 30th July - The *Home2Home* Team had identified that the problem was due to loose roof sheets - the matter had been referred to NDH’s surveyors and Health & Safety Officer for further advice.

**White Line Painting For Fore Street (including red strip virtual pavement) And For The Rest Of The Village** - Tom Vaughan of DCC had responded on 30th July by writing that North Molton had benefitted from a significant programme of remarking in the past couple of years and as such, DCC had to prioritise other parishes where refurbishment hadn’t been undertaken and there were greater signs of deterioration. Any lines which had deteriorated to a point of becoming a safety defect would be recorded as part of any carriageway inspections and would be refurbished accordingly. Cllrs noted that an extensive programme of such painting had been carried out since July’s Parish Council Meeting.

**Installation Of Projector Screen In Victory Hall** - Theo Webster Electrical Services had carried out an excellent job of installing the screen on Monday 15th July.

**New Defibrillator At The Poltimore Inn** - The Clerk had installed the new Heartsine 500P defibrillator with resuscitation kit in the cabinet at the Poltimore Inn - he had erected a poster on the box with instructions. The Clerk had registered the defibrillator with SWAS as a matter of precaution but could unregister it if cllrs so wished. The Clerk informed cllrs that continued registration would involve the Poltimore Inn in providing regular reports to SWAS. Unanimously, cllrs agreed to continue with the SWAS registration subject to the Poltimore Inn being made aware of the situation and agreeing to abide by SWAS’s terms and conditions. **Action:** The Clerk is to continue with the SWAS registration for the time being but seek the Poltimore Inn’s consent to such registration and revert to cllrs in due course with the outcome. In respect of the match-funding to be provided by a local charity, the Clerk informed cllrs that on endeavouring to ascertain the charity’s name for billing purposes, it had become apparent that the charity did not have a name and was not registered - an alternative had been suggested of accepting a cash donation from the Licensee of the Poltimore Inn. Unanimously, cllrs agreed to accept a donation in respect of 50% of the non-VAT acquisition value of the defibrillator. **Action:** The Clerk is to obtain £492.50 in cash from the Licensee of the Poltimore Inn and pay this into the Parish Council’s current account with Barclays Bank plc. The Clerk is to provide the Licensee of the Poltimore Inn with a cash receipt for the afore-mentioned sum. Whilst the Clerk had fitted the supplied pads to the unit, there were no spare pads. **Action:** After a considered debate, cllrs agreed, unanimously, for the Clerk to purchase a spare set of pads for the defibrillator.

**Issues Arising From The Footpath Warden’s Report 2019** - The Rights of Way Officer hadn’t yet finished his survey but would revert once it had been completed.

**Rural Worker And Succession Farm Dwelling Guidance Consultation** - The Clerk had responded by e-mailing that the Parish Council approved of what it considered to be a well-put-together document.

**5.106 POS Funding Application For Laurels Playground** - The Clerk had arranged a meeting with ‘tk play’ which would be reported on under Item 9b and had e-mailed Lucy Wheeler at NDC confirming the Parish Council’s revised intention to explore a global solution with ‘tk play’.

**HMCEF £1k** - On 15th July the Clerk had e-mailed DCC’s HMCEF Team requesting the £1k and had subsequently raised an invoice for that sum and was awaiting payment.
Provision of Pothole Reporting Facility to Include Drainage - County Cllr Yabsley had had an action to put forward this suggestion to DCC. However, Cllr Geen confirmed that the reporting facility now included the provision for reporting flooding and blocked drains.

Provision by County Cllr Yabsley to the Clerk of contact details for both local rural and other crime reporting for inclusion on Cllr Listing and Website - County Cllr Yabsley made a note to provide the Clerk with this information.

450/08/19.8 Matters Arising From The 10th July, 2019 Minutes Not On This Agenda - None

451/08/19.9 Items For Discussion:

Parish Councillor Vacancies - Update - There had been no response to date concerning the advert on the main notice-board and website for the two available positions;

Laurels Playground - S.106 Project - Update on Meeting Held on 22nd July With ‘tk play’ - Various Decisions Required On The Way Forward - The Clerk provided a brief presentation on the main points raised at the meeting held on 22nd July. He informed clrs that he understood from District Councillor Bullied that Heasley Mill Village Hall would be applying for £5k of the current S.106 funds available which left circa £11k in the pot with a further circa £28.5k to come. This meant that the Parish Council could revise the amount it was seeking under its application for S.106 monies (currently it had requested £25k). He suggested that the Parish Council form a Project Team to oversee and manage the many aspects involved subject to regular reporting to the full Parish Council for its approval. After a considered debate, clrs agreed unanimously for clrs Bullied, Darley, Dunn and Procter to form the new Project Team;

Agreement Required On The Exact Wording For Proposed E-mail To DCC’s Chief Executive Regarding The Failure Of The Process Concerning The Parish Council’s 2018-19 HMCEF Application - After a considered debate, clrs agreed for the proposed e-mail to be sent as the Clerk had written it and as a letter attachment signed by both the Clerk and Chairman and sent to the relevant parties by e-mail. Clrs agreed unanimously, that when future letters of such magnitude were requested, then the Clerk and Chairman would agree the wording without further reference to the full Parish Council;

Listing Of Street Furniture Such As The BT Phone Box; War Memorial And The Raised Pavement In East Street - Does The Parish Council Wish To Proceed With Listings and, If So, To What Extent? - Cllrs made decisions as follows:

BT Phone Box - Vice Chairman Dunn made the case for listing the phone box with Historic England and proposed the motion but there was no seconder.

War Memorial - After further research, Vice Chairman Dunn informed clrs that due to its position in the churchyard, the memorial was already protected.

Raised Pavement in East Street & Cobblestones Outside The Village Shop - Unanimously, clrs agreed for the pavement and cobblestones to be listed with Historic England. Action: Vice Chairman Dunn is to arrange the listing with Historic England;

The Clerk’s Working Hours And Payment Of Overtime - The Clerk informed clrs that he had been monitoring his workload on monthly spreadsheets due to his workload having gradually increased - under the terms of his contract and following advice from DALC, the Clerk was entitled to charge overtime for any additional hours worked. Although no vote was taken on the exact protocol to be followed, the Clerk would liaise with the Chairman on any overtime worked and agree figures for decisions under the regular monthly Finance section of the Agenda;
Highways Project Team Update & HMCEF Application Progress - Chairman Peek reported that the works being undertaken by Forks2U were ongoing - DCC Highways had carried out considerable work on the road drainage system at the Great Heasly crossroads - no weed-spraying had been undertaken yet but one session would be requested to be carried out by South Molton Town Council on the Parish Council’s behalf before the end of the season. Cllr Geen reported that the Highways Team had been considering using, say, three contractors next year to carry out regular specified drainage works on agreed stretches of road. County Councillor Yabsley informed clrs that there was a system in place with some other parish councils where they provided monthly bullet-point lists to the Highways Manager and himself of all known ongoing drainage issues. Action: The Highways Team is to provide such a list. Chairman Peek informed clrs that there was an estimated £6,300 remaining in the Parish Council’s budget for its Highways-related work in the current financial year - £2.2k had already been incurred for verge-trimming with £3,850 envisaged for drainage maintenance and gulley-clearing and £250 for weed-spraying;

Adopted BT Phone Box Update - The Parish Council would await Cllr Bulled’s update next month;

DCC’s Care-worker Parking Consultation - How Would The Parish Council Like To Respond? - Clrs agreed not to comment as a public body on this issue - responses could be provided by individuals and members of the public if they so wished;

Devon & Somerset Fire & Rescue Authority’s Consultation - How Would The Parish Council Like To Respond? - Cllrs agreed not to comment as a public body on this issue - responses could be provided by individuals if they so wished and the Minutes would serve as an advert to make the public aware of such consultation.


Public Engagement on Hospital Services - How Would Councillors Like To Respond? - Clrs agreed not to comment as a public body on this issue - responses could be provided by individuals and members of the public if they so wished.

452/08/19.10 Chairman’s Report/Urgent Matters Brought Forward By The Chairman - None

453/08/19.11 Finance

Barclays Community Account Balance as at 31st July, 2019: £ 8,990.66
Barclays Business Premium Account Balance as at 31st July, 2019: £ 6,047.48

Receipts: None

i) Payments:

a) Clerk’s Net Monthly Pay & Expenses - £385.80 - Net Pay: £338.40 plus contribution to telephone & office costs of £15.00 and travel expenses of £32.40;

b) Theo Webster Electrical Services - £100.00 - Installation of Projector Screen.

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

Unanimously, clrs agreed to pay the above sums and for the Clerk to arrange for the Chairman to be included as a signatory on the above Barclays Bank accounts. Action: The Clerk is to arrange for Chairman Peek to be included as a signatory on the above bank accounts.
4/19.12 Correspondence - The Chairman of the Heasley Mill Village Hall Committee had kindly informed the Parish Council of its intention to apply for £5k under the Lower Poole Phase II S.106 POS Agreement - Cllrs supported his application.

455/08/19.13 Reports -

Heasley Mill Village Hall - Cllr Procter reported that the Hall’s Management Committee had supplied him with the Minutes of its last meeting. Following advice from the Parish Council, the Committee would be obtaining a revaluation of the Hall for fire insurance purposes - it had asked whether or not the Parish Council, as Custodian Trustee, would like to make a contribution towards the insurance costs - Cllrs agreed that this matter had been dealt with in the past and that the Hall’s costs and accounts were the sole responsibility of the Managing Trustees. The Hall had been increasing revenue through, amongst other things, introducing belly-dancing lessons on Wednesday evenings.

456/08/19.14 Matters Brought Forward by The County & District Councillors - None

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

Wednesday 11th September, 2019 at 7.30 p.m..

The Meeting closed at 9.28 p.m..

[Signature]

11 Sept 2019