MINUTES OF THE MEETING OF NORTH MOLTON PARISH COUNCIL

HELD ON WEDNESDAY 13th March, 2019 IN THE VICTORY HALL

Present: Councillor Bulled (Chairman); Councillor Butt; Councillor Darley; Councillor Geen; Councillor Kelland; Councillor Peek; Councillor Procter; Councillor Smaldon and the Parish Clerk, Noel Brooks

371/03/19.1 Apologies: - Cllrs Dunn; Milne; O’Brien; District Cllr Edgell & County Councillor Yabsley - all agreed.

372/03/19.2 Declaration of Interests: Chairman Bulled in respect of the Lower Poole Phase II Development - Item 9b - Cllr Geen took the Chair on this issue with Chairman Bulled leaving the room for the debate and any vote.

373/03/19.3 Devon and Cornwall Constabulary: No issues were raised.

374/03/19.4 Representations From The Public: Cllr Smaldon had received a representation following the last Old School Committee Meeting from Mrs Rands regarding her concern over the removal of the litter bin from the playground - cllrs agreed for this to be covered under the Reports section below. Cllr Kelland had received positive feedback on the recent work carried out by the contractor on the main road - the workmen had been courteous and helpful towards villagers and had carried out a great job in general. Cllr Darley noted that the road-sweeper involved had emptied rubbish in Heasley Mill Road onto the park bench, knocking it over. Action: Chairman Bulled is to contact the firm with a view to resolving this particular issue. Cllr Procter had received representations regarding a non-functioning street light between Back Lane and Oakford Villas. Action: Cllr Procter is to log the issue on DCC’s website quoting the number for the light.

375/03/19.5 Planning

Planning Applications For Consideration Received Since Last Parish Council Meeting

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<thead>
<tr>
<th>Case Ref</th>
<th>Address &amp; Proposal</th>
<th>Decision</th>
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</thead>
<tbody>
<tr>
<td>None</td>
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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>66C</td>
<td>Underhill Farm, (Land At NGR 273172 128379) North Molton, Devon Prior Approval For Change Of Use Of Agricultural Building To One Dwellinghouse (Class Q(A)(B))</td>
<td>Approved</td>
</tr>
<tr>
<td>66101</td>
<td>17 Broad Close, North Molton, Devon EX36 3JD Extension To Dwelling And Erection of Detached Carport</td>
<td>Approved</td>
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376/03/19.6 Approval of the Minutes of the Parish Council Meeting held on 13th February, 2019 - approved, unanimously by those cllrs who had attended the meeting.

377/03/19.7 Clerk’s Report on the Minutes of the Parish Council Meeting held on 13th February, 2019 and any other important matters arising from previous Minutes -

Sewage Issues Affecting the River Mole by the Bridge - The Clerk had e-mailed Steve Short of DCC requesting immediate remedial action but had not received a response to date.

Ascertaining the details of Kings Nympton Parish Council’s Recent Defibrillator Contract with SWAS - The Clerk was requested to find the details and the contract and report back on the matter.
Housing Need Survey - The Clerk had e-mailed Janice Alexander with cllr’s wishes as expressed in 13th February Minutes.

Decision On What To Do with the Space Once Occupied by the Rowan Tree in the Square - The Clerk had e-mailed Tom Vaughan of DCC expressing cllr’s majority view as detailed in 13th February Minutes.

Correspondence - Handling of Data on Website vis-a-vis Local Contacts - to be discussed again under March’s Agenda items following advice from DALC.

Exmoor National Park Authority’s Response to North Molton Parish Council’s Consultee Responses Dated 13th February, 2019 Regarding Planning Applications 62/49/19/001 & 002 - Longstone Wells, Heasley Mill, North Molton, Devon EX36 3HA - The Clerk had forwarded the Authority’s e-mail dated 12th March, 2019 to cllr who were also given sight of amended plans (no Site Plan) in respect of 62/49/19/001 which the Clerk had received by post on 13th March, 2019. **Action:** After a considered debate, cllr agreed, unanimously, for the Clerk to reply with their continued objection to the applications in order to bring the cases to Committee which could then consider the full extent of the owner’s overall intentions for the site following the numerous, piecemeal and retrospective applications which had been made to date.

378/03/19.8 Matters Arising From The 13th February, 2019 Minutes Not On This Agenda - Cllr Procter reported that he had phoned the Water Board on 20th February regarding the continuing water leak in Back Lane which had resulted in a parishioner breaking his leg on ice - the leak had been duly repaired on 25th February.

379/03/19.9 Items For Discussion

District & Parish Council Elections 2nd May, 2019 - The Clerk informed cllr that the current Parish Council membership would be dissolved on 7th May, 2019. Nominations would be invited from 18th March, 2019 from both the existing membership and other interested parishioners to fill the Parish Council’s eleven cllr vacancies. The closing date for nominations was on or by 4pm on Wednesday 3rd April, 2019. Nominations had to be handed-in (not posted) to The Returning Officer at Lynton House, Commercial Road, Barnstaple EX31 1DG. The Clerk agreed to make nomination packs available to the Parish by placing them with North Molton’s Post Office for collection by those interested from Monday 18th March, 2019 - prospective nominees could also apply directly to the Clerk for such paperwork to be sent in the post or made available to them via the internet or e-mail. Election Notices would be placed on the Main Notice Board, the Heasley Mill Village Hall Notice Board and the Parish Council’s Web pages. The Election would either be contested or uncontested but the Returning Officer would inform the Clerk of the position as soon as possible after the closing date for nominations.

Lower Poole Development - Phase II - S.106 Public Open Space ‘Committed Sum’ - Decision Required on a Project for Laurels Playground - The Clerk re-emphasised the need to make an early application for funding given that there were five prospective potential beneficiaries of the funds with the amount of allocation to each interested party and the timing of release of funds being at the sole unfettered discretion of NDC. Cllrs considered it prudent to liaise with the other parties involved, in the first instance, in order to gain an understanding of the extent of any projects being considered by them and the likely sum available to the Parish Council for a project. Whilst NDC had received, already, circa £28.5k, a further such sum would be available in the future under the terms of the S.106 Agreement. **Actions:** The Clerk is to contact the Sports Club, Victory Hall and North Devon Homes (Re: Oakford Villas Play Area) regarding their intentions/potential projects and likely costs. Cllr Procter is to contact the Heasley Mill Village Hall Management Committee for the same information. Cllr Darley is to talk informally with a local specialist on the assessment of possible options for Laurels Playground. The Clerk is to place this item on the April Agenda.

Projector & Attendant Accessories Procurement - Decision Required On What To Purchase - After a considered debate cllr agreed to accept, unanimously, the Clerk’s recommendation as set out in his e-mail to cllr on 6th March, 2019 involving a total cost of £1,351.99 net of VAT and excluding installation costs. The purchase is to
the following items from *Purple Cat Ltd* in Ossett except for the *Apple TV Box* which is to be purchased at *John Lewis*:

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<thead>
<tr>
<th>Item</th>
<th>Price</th>
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<tbody>
<tr>
<td>.spon EB 990-OU Projector</td>
<td>£ 598.00</td>
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<tr>
<td>Soft Carry Bag</td>
<td>£ 51.36</td>
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<tr>
<td>Wireless Adapter</td>
<td>£ 88.00</td>
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<tr>
<td>Electric Screen with IR Remote</td>
<td>£ 352.00</td>
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<tr>
<td>Ultra Lightweight Tripod Portable Screen</td>
<td>£ 84.20</td>
</tr>
<tr>
<td>Projector Trolley</td>
<td>£ 62.60</td>
</tr>
<tr>
<td>John Lewis Apple TV Box</td>
<td>£ 115.83</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>£ 1,351.99</strong></td>
</tr>
</tbody>
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**Actions:** The Clerk is to order the above goods excluding the *Apple TV Box* from *Purple Cat Ltd* and obtain an invoice for payment at the Parish Council’s April 2019 Meeting. The Clerk is to include the cost of the *Apple TV Box* of £139.00 inclusive of VAT plus postage and packing in his expenses to be submitted at the Parish Council’s April 2019 Meeting and purchase such equipment from *John Lewis* on-line with the invoice made out to *North Molton Parish Council* in order to allow for the reclamation of VAT. The Clerk is to check on the warranty periods for all of the items and revert. The Clerk is to obtain a quote from the Parish Council’s insurers for the insurance of the goods for the purposes intended and revert on this to cllrs at their April 2019 Meeting. Chairman Bulled is to contact a suitable local contractor for a quote to install the screen with electronic motor in Victory Hall and revert to the full Parish Council with costings.

**Website - Decisions Required On The Handling of Local Services, Amenities, Groups, Artisans & Sports Club Data Previously Set Up by North Molton’s History Society** - Cllrs debated the issue at length. **Action:** The Chairman, as part of the Adopted BT Phone Box Project is to contact all of the people involved and obtain their up-to-date contact details along with their permission for their data to appear on the Parish Council’s and History Society’s jointly-owned website. **Action:** The Clerk is to put the issue of longer term responsibility for the handling of this area of the website on April’s Agenda and invite Richard Carder of the *History Society* along to the Parish council’s April Meeting - all agreed.

**Audio Recording of Meetings** - The Clerk informed cllrs that DALC had clarified the interpretation of the *Transparency Code* which obliged councils to allow members of the public and the media to record council meetings if requested but which didn’t oblige councils to record their own meetings and publish such audio files, say, on a website. After a well-considered debate, cllrs agreed with six voting for the motion and two abstentions, for audio recordings to be made for the Clerk’s administrative purposes only in future and not for publication.

**Highways Project Team Update & Actions/Approvals Required** - Cllr Geen reported that the water-logging works had been partly finished by *FORKS2U* with the quality of the service to be assessed on full completion. *Woollacott SW Ltd* was considering the scheduling of other important drainage works. The Team would continue to press DCC for improvements to the road surface on High Bullen Hill following their good work outside the school and on Burcombe Hill.

**Community Speed Watch** - Cllr Peek informed cllrs that he was still awaiting a response in respect of his application to become involved in the scheme.

**Adopted BT Phone Box Update** - Chairman Bulled reported that the work had been held up due to the unresolved issue of GDPR but following this meeting she would be pressing on with the work involved.

**Approval of 2018-2019 Internal Auditor** - Cllrs agreed, unanimously, to continue with the services of Mrs K. Chugg of *Phoenix Accounting* in Chulmleigh at the previous year’s cost of £90.00.
Training Courses - Approval of Chairman Bulled’s Planning Course Attendance - Unanimously, clrs agreed for Chairman Bulled to attend a DALC Planning Course in Exeter later in March carrying a cost of £40.00. Clrs agreed to consider group training on planning issues in the future and to consider a budget for this in November 2019.

Agree NALC National Salary Award From 1st April, 2019 Raising The Clerk’s Gross Pay From £10.301 per Hour to £10.57 per Hour on LC1 Scale Point 9 (formerly 20) - Unanimously, clrs agreed to comply with this NALC national salary increase.

380/03/19.10 Chairman’s Report/Urgent Matters Brought Forward By The Chairman - Chairman Bulled reported that on 14th March she would be attending the free Rural Housing Event at the Roundswell Community Centre focussing on community-led housing, delivering affordable homes to local people.

381/03/19.11 Finance

Barclays Community Account Balance as at: 28th February, 2019: £9,761.16
Barclays Business Premium Account Balance as at: 28th February, 2019: £6,041.46

Receipts: Outstanding:
Unpaid History Society Invoice: 004 - £36.79 - Shared Website Fee
HMRC - VAT Re-claim - (1/4/18 - 31/1/19) - £591.07

i) Payments:

a) Clerk’s Net Monthly Pay & Expenses - £397.44 - Net Pay: £366.24 plus contribution to telephone & office costs of £15.00 and travel expenses of £16.20 (mileage: 36)
(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 and during the agreed statutory period.)

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

Unanimously, clrs agreed to pay the above sum.

382/03/19.12 Correspondence - None

383/03/19.13 Reports

Laurels Playground - Cllr Darley reported that he had re-tied the protective padding on the goalposts. He had received a phone-call from Mrs Rands concerning the over-flowing bin of mixed contents which required considerable sorting for recyclable items. He had removed the bin but would be reluctant to continue this work in the future. Unanimously, clrs agreed for the bin facility to be temporarily withdrawn with reliance on public goodwill to remove personal litter subject to regular review of the situation.

384/03/19.14 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 10th April, 2019 at 7.30 p.m. The Meeting closed at 9.30 p.m.