

## Shillingford Parish Council

### Minutes of the meeting held on Monday 8th October 2018

**Present:** Cllrs Carr (Chairman), Turner, Stamp, Parrott, Howard, Miller, TDC Cllr Goodey. Clerk Sarah Sharpe and 11 members of the public present.

**1. Apologies for absence** – DCC Cllr Connett & TDC Cllr Lake

**2. Declarations of Interest** – None

**3. Open Forum** – A member of the public stated it was difficult to comment when they were unaware of any updates in relation to item 9. The chairman agreed to suspend standing orders at the beginning of this item to allow for public discussion. No other issues raised.

**4. Minutes of the Previous Meetings (circulated)** – Ordinary meeting of 13th August 2018 - Signed as a true record of the meeting.

**Proposed Cllr Stamp Seconded Cllr Turner All Agreed**

**5. County & District Councillors Reports** – TDC Cllr Goodey said that the final developer of the 4 developers involved in the SW Exeter development has submitted their plans which have gone through 1<sup>st</sup> phase and will go to full council at the end of the month. Now all the developers are ready to build. There will be a local benefit. In the 1<sup>st</sup> phase TDC asked for 25% to be allocated to affordable but Bovis managed to get agreement on only 10%. The final developer will provide 23 % of affordable homes in the development. The Chairman thanked Cllr Goodey for the update and also for his donation to the village hall towards the new fire doors.

DCC Cllr Connett had no current issues to be read out on his behalf but has asked for any DCC related matters to be raised with him direct.

#### **6. Matters Arising**

**a) Additional Community Noticeboard** - Cllr Howard reported that a member of the community has agreed that he could provide a waterproof extension to both parish noticeboards. Cllr Goodey offered to check with the planning department to ensure there are no planning requirements. The extended cabinets could offer 30-50% additional space at an approximate cost of £340 each and a small installation fee. Cllr Howard was asked to progress this, subject to planning requirements.

**b) Ground Works on Manstree Lane** – The Clerk stated that she had received an update from the TDC planning enforcement officer. He has reviewed the work going on this site. He is satisfied that an old vehicular access that was closed off some years ago has been reopened. The land has an established use for horses. He has advised the owners that planning permission will be required for the new access track.

**c) Telephone Box at Shillingford Abbot** – The Clerk said that the telephone box has been repainted by our volunteer who completes the weekly defibrillator checks and two volunteer parishioners. The task was hampered by an aggressive wasp nest adjacent to the box but despite being stung twice, the team persevered and completed the renovation. Our thanks go to them for their commitment and contribution.

**d) Defective Road Surface** – Shillingford Abbot – The Clerk updated that following a request to Simon Pearson from Highways Dept for a site visit to discuss the poor resurfacing work, she received an update. He had visited the site on his own and agreed that the ride quality was not of a high standard. He has discussed it with the contractor who has agreed to return to re-do the work at their expense.

**7. Communities Together Fund (CTF) (formerly Elector Fund)** - The Clerk informed the meeting that this fund has been opened for bids. This now has one application time slot instead of the previous two. Shillingford St George Parish Council can apply for £1.10 per elector giving a maximum of £352 that can be applied for. A discussion took place. Cllr Miller mentioned the Village Engagement Team scheme (VETs) run by Community Heartbeat Trust who supplied our defibrillators. It requires 10 people who would be prepared to be on a telephone cascade system in an emergency, to get the defibrillator

and get it to the casualty. This is vital when there is only one person with the patient and they can't leave to get the equipment. There is a cost to setting up the scheme. The Chairman asked Cllr Miller to bring back a proposal to the next meeting for consideration of applying for the grant. The Clerk will put an item in the newsletter asking for volunteers.

**8. World War 1 Centenary Celebrations** – The Clerk stated that there was an open invitation to the Parish Council and the community to join in a Shillingford Remembers event 10-2pm on Wednesday 7<sup>th</sup> November in the village hall. The Clerk asked the Parish Council whether they intended joining any other events. It was suggested that they could lay a wreath on behalf of the people of the village at the honours board in the church. The service is at 0930 on Remembrance Sunday. Chairman agreed. TDC Cllr Goodey said that Exminster parish always lay a wreath at the Peamore memorial which is in our parish but also within the boundary of Exminster PCC.

**9. The Village Green and Erection of Fence** – *Cllr Carr suspended standing orders to allow members of the public to speak.* For the benefit of new members of the community present, the Clerk was asked to summarise the status of the village green and difficulties between the Trustees and the community. A member of the Village Hall Committee (VHC) informed the meeting of a letter to them from the Trustees which included demands for payment for use of the carpark and shed and claimed they were taking back control of the village green. The VHC had made a final offer to the Trustees, offering to pay the public liability insurance and an offer to put a low barrier around the carpark boundary with the grass to prevent vehicles going onto the grass, on condition that no payment was required of them, access to shed was granted and there would be no need to give 28 days' notice to use the village green. The VHC feel they have done their best to achieve a compromise for the benefit of the community. A response is awaited. This led to a public discussion.

*The Chairman reinstated standing orders.* Following discussion, it was agreed that the Parish Council should make it clear that it maintains its position that the Trustees are not fit for purpose, are breaching Trust Law and the Trust document and should resign.

**10. Parish Computer** – The Clerk reported that the parish computer was struggling to pick up a Wi-Fi signal which was making it difficult to print documents as the printer needed to be taken to the computer so it didn't lose signal. The screen is also now flickering. She asked for authority to get the Wi-Fi drivers updated and the screen fault to be repaired. It was felt that as the computer had already been repaired twice, we shouldn't invest a lot more in it. It was agreed that it should be repaired provided it came to no more than £100

**Proposed** Cllr Howard **Seconded** Cllr Carr **All Agreed**

**11. First Aid / Defibrillator Awareness Refresher Courses** – It has been nearly two years since the last first aid courses were provided to the community. The Clerk said that she has had a discussion with a paramedic living in a nearby parish, who would be prepared to run through basic first aid and a refresher on our defibrillator. The Clerk asked if the Parish Council would like to provide a free session for the community and if so whether they would consider a gift card donation as a thanks to the person running the course as he would not be making a charge. Following discussion, it was agreed that the Clerk should arrange a session on a Saturday morning in the village hall and a gift token of £100 would be approved for the trainer.

**Proposed** Cllr Carr **Seconded** Cllr Stamp **All Agreed**

**12. Parish Council Portable Projector** – The Clerk stated that following the Parish Council agreement to sell the projector, the Dunchideock Village Hall committee were trialling it. She is hopeful that an offer may be forthcoming.

**13. Defibrillator Update** – The Clerk said that she has conducted a test call on the emergency phone sited with the defibrillator in Shillingford Abbot. There had been

concern about its functionality but it performed well in the test. The battery life has dropped on both defibrillators from 5 to 2 bars. It is expected that it will drop a bar a year so is where we would expect. The defib will still have 7-10 shocks available so is at an acceptable level. She advised that the batteries and pads will need replacing in 2 years' time and the Parish Council should budget for this.

**14. Finance Update & Expenditure for Approval**

14.1 The Clerk reported the bank balance to be £4,719.90 as of 28<sup>TH</sup> September 2018

14.2 Hall Hire - £27

14.3 Society of Local Council Clerks annual membership renewal - £59

14.4 Clerk salary 1 July – 30 Sept 2018 38.56 hours @ 10.30/hr = £398.10 (£318.30 net)

14.5 HMRC = PAYE - £79.80

14.6 Clerk expenses – 58 miles @ 45p/mile = £26.10. Broadband July – Sept @ £5/month = £15, Working from home allowance £24.99 Total £66.09

**Proposed Cllr Turner Seconded Cllr Parrott All Agreed**

**15.. Highways Issues** – Councillor Stamp reported that there are no new issues

**16. Village Hall Report** – New fire doors have been installed. The first film night is tomorrow night 9 October. It is hoped to run this event monthly through the winter with a free film night at Christmas. New lights have been installed in the kitchen. There is a plan to renew the steps leading from the road to the main entrance. Power to the shed has been disconnected. The rear door from the kitchen has been renovated and is now functioning. Future events are a Xmas bazar, the Exchange and Harvest Supper.

**17. TALC Update** – The draft minutes have been circulated. Cllr Parrott apologised that he had been unable to attend the meeting but said there was an item which refers to our Clerk in the draft minutes that he finds unacceptable. The Chairman stated that they were unprofessional and had written a letter of complaint to the Chairman of TALC.

**18. Clerks Correspondence** – The Clerk said that notice had come in regarding a Resilience and Neighbourhood Planning forum at Broadclyst on 22 November. She reminded the Parish Council that they didn't have a Parish Plan. There were also Neighbourhood Planning courses running on 16<sup>th</sup> and 22<sup>nd</sup> November should the parish council wish to send someone. TDC Goodey spoke of the benefits of having a parish plan he stated that this is part of his portfolio and he offered to run a bespoke evening session for the parish councillors. This was readily accepted and the Clerk was asked to arrange.

**19. Chairman's Remarks** – The Chairman thanked the members for taking the time to come to the meeting and support the Parish Council.

**20. Date of Next Meeting** – Monday 10<sup>th</sup> December 2018.

The meeting closed at 9.15 pm

\_\_\_\_\_ Chairman