
Shillingford Parish Council

Minutes of the meeting held on Monday 4th April 2016

Present: Cllrs Carr (Chairman), Turner, Stamp, Howard & Parrott, TDC Cllr Lake. 1 member of the public present.

1. Apologies for absence – Cllr Durrans & TDC Cllr Goodey

2. Declarations of Interest – Cllr Carr declared an interest relating to the planning application @ item 6.

3. Open Forum – Members of the public were invited to comment on any relevant issues.

Louise Selby-Heard updated the meeting on planning for a tea party on 12 June as part of HM Queen's 90-th Birthday celebrations. Residents will be invited to bring a plate of food to share. There will be a fancy dress competition and childrens' entertainment. Volunteers are needed to assist with planning and on the day. The Parish Council have offered a donation of up to £100 towards prizes and decoration. It was felt that this celebration should be done with style, with quality prizes for participants.

A resident raised the speeding through the villages and has asked if the white lines could be replaced in the centre of the road. Cllr Lake offered to progress this with DCC

Occupancy of Teign Housing properties was discussed and it was agreed that the Clerk would submit a Freedom of Information Act request regarding the number of tenants v number of bedrooms in each property.

4. Minutes of last Ordinary meeting and Extraordinary planning meeting (8 March) – Were accepted and signed as true records of the meetings.

5. Matters Arising

- a) **Fence panel replacement** – Cllrs acknowledged this is now completed
- b) **Shed – Manstree Terrace** – Cllrs acknowledged that this is being dismantled and Teign Housing are monitoring progress
- c) **Defibrillator and First Aid** – Louise Selby-heard and the Clerk updated on first aid course run by St John Ambulance planned for 30 April. There are 12 free places for residents funded by the Parish Council. A second course is planned if successful provided there is sufficient interest.

The Clerk updated the meeting regarding a positive response from the National Lottery with a conditional offer for the purchase of two defibrillators. This matter is progressing and a full update is anticipated for the next meeting.

- d) **Grass Cutting** – The Chairman updated on difficulties in sourcing a suitable lawnmower but that he was viewing a mower the following day. It was felt that with the time of the season there could be no further delay. It was agreed that the Chairman should purchase the mower on behalf of the Parish Council if suitable and if not a new mower would be considered. **Proposed Cllr Stamp. Seconded Cllr Turner. All agreed.**
 - e) **Community Heli Pads** – The Millennium Field has been surveyed and is not suitable for night landing. It was felt that there were no other sites within the SWASFT criteria.
 - f) **Parking in vicinity of Forest School** – Cllrs noted the positive letter sent by Forest School and will monitor the situation.
 - g) **Dog fouling – Millennium Field.** Replacement dog fouling signs have been put up but again torn down. Aerosol marking of offending fouling is ongoing. Situation to be monitored. Owners found allowing their dogs to foul without clearing up will be prosecuted.
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- h) **Newsletter into Parish Magazine** – Cllrs noted that a Shillingford update has been recommenced on behalf of the Parish Council.
6. **Planning Application** – 16/00733/FUL (Land at NGR 289990 87113 – Retention of agricultural Building) (retrospective). Cllr Carr refrained from any part of the ensuing discussion. Cllrs Stamp and Turner updated on their site visit. It is unclear as to the size of the footprint of the original barn being replaced. It is visible on headland but trees have been planted for screening. It was agreed to offer no observations.
7. **Preparing for Audit**
7.1 Annual Governance Statement – Completed and approved by full resolution.
7.2 Accounting Statement – Figures considered and approved by full resolution.
7.3 Internal Audit – Cllrs asked the Clerk to approach Tracy Gould who has previously completed the internal audit to ask if she could do so this year.
8. **Transparency Code Compliance** – The Clerk updated that the website had been updated with relevant publications for compliance and further documentation would be updated once the 2015/16 audit has been completed.
9. **CPRE ‘Our Outdoors’ Competition** – Cllrs considered this competition which replaces the Best Kept Village competition. It was felt that Shillingford parish did not fit the criteria and an entry would not be made this year.
10. **Finance**
10.1 Report – The bank account balance is currently £6,975.78.
10.2 The receipt of £200 from Village Hall Committee towards purchase of a defibrillator was acknowledged with thanks.
10.3 Approval of expenditure – Clerks salary & expenses – 1 Jan - 31 March 2016. £321.75 = 13 weeks of 2.5hours @ £9.90/hr. 14.5 additional hours = £143.55. PAYE deduction of £279.30. Mileage of 16.5 miles @ 45p/mile = £7.42 and expenses associated with working from home Oct- 31March = £41.65 @ £8.33/month. **Proposed Cllr Stamp. Seconded Cllr Turner.**
10.4 Transparency Code funding application – The Clerk updated Cllrs on an application for grant funding for £210 towards Clerk time spent on Transparency Code compliance.
- 11 **County & District Councillors Reports** – Cllr Lake spoke on the SW of Exeter planning progress, being monitored by Cllr Goodey. The Transport plan for the Radio One Big Weekend at Powderham would ban people using A379 for dropping people off. Attendees will be encouraged to catch dedicated buses from park and rides locations outside Exeter to alleviate congestion. Tickets held for Teignbridge residents sold out within a few hours of going on sale.
- 12 **Village Hall Report** – No update.
- 13 **Clerk's Correspondence** – No matters of late correspondence.
- 14 **Chairman's Remarks** – Cllr Carr reminded the meeting of the Annual Litter Pick on Saturday 9 April.
- 15 **Date of next meeting** – Tuesday 30th May 2016 Being the Annual Parish meeting, Annual Council meeting and Ordinary meeting.
The meeting closed at 21.10pm