
Shillingford Parish Council

Minutes of the meeting held on Monday 3th April 2017

Present: Cllrs Carr (Chairman), Turner, Stamp, Howard & Parrott, TDC Cllr Lake. 7 member of the public present.

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

2. Declarations of Interest – None

3. County & District Councillors Reports – (This item was deferred and discussed after item 16). Cllr Lake spoke on grant funds from this year which will be carried over and available after the May election. He stated that the Peamore planning application was causing concern in Exminster and Kennford PCs. The original application applied for 12 acres of agricultural land for development. Another 33 acres have now been included to make the development a viable economic concern. Kennford and Exminster have had a joint meeting. More commercial traffic is likely to be generated. Highways plans are felt to be flawed and will cause significant congestion. Shillingford would be affected by traffic seeking alternative routes. The Clerk to contact Exminster parish Clerk to confirm that Shillingford PC wish to be involved and make formal comments.

4. Open Forum – Members of the public were invited to comment on any relevant issues - No items raised.

5. Minutes of last Ordinary meeting (6 February 2017) and Extraordinary planning meeting (6 March) – Were accepted and signed as true records of the meetings.

6. Matters Arising

a) Defibrillator Project – The Clerk confirmed that 2 key fobs had been delivered to every household in the parish through Country News. Her thanks to Tony Mansell for his help in inserting them into copies for distribution. The final accounts had been submitted to the National Lottery and the project can now be considered closed. The Chairman thanked Tam Mucklow and Louise Selby-Herd for the support they give in doing weekly checks on the defibrillators.

b) Grant Funding Application for Salt Spreader – The Clerk confirmed that the £820 funding application has been successful. This is for the cost of the spreader minus VAT (to be re-claimed). The funds have not yet been credited to the PC account.

7. Visiting Speaker - PC Jon Croft stated that he had been our Neighbourhood officer for the last 2 years. His beat area has increased in size considerably with Chudleigh and the Teign Valley now included. Safeguarding the vulnerable and victim care were priority areas albeit that Shillingford parish is a low crime area and has been free of reported crime for the past 3 months. PCSO Carl Thomas works alongside PC Croft, having moved from Ashburton and is getting to know the area. Requests for non-urgent police contact can be made direct by email or via 101 but any emerging issues that require an intervention can be dealt with personally by PC Croft. Citizens in policing teams are being developed, working alongside Neighbourhood Watch and the wider community to help keep our communities safe. Speedwatch has been started in the Tedburn, Whitstone, Nadderwater areas and community volunteers are being trained. A discussion took place regarding parking and speeding vehicles on the main road through the parish and the speed of cyclists. Danger to pedestrians and horses was highlighted and PC Croft offered to deploy his speed detection equipment and warning matrix sign if we can identify the high-risk times and days.

8. Neighbourhood Watch – Gina Saunders said crime reports come through to her once a fortnight but no one has asked for that to be forwarded direct. There was nothing to report to the Parish Council.

9. Proposal to Engage Contactor to Clear Drains – Cllr Carr stated that he had spoken with a contractor who could use a high- pressure jet to clear out the drains

that keep blocking on the main thoroughfare through the villages. They quoted £270 to clear the 4 most problematic drains. It was felt that they need to be cleared and the highways teams haven't been successful in achieving this. It was proposed that we try the 4 drains and reassess to decide whether to use the service again

Proposed Cllr Turner. Seconded Cllr Stamp. All Agreed.

10. Litter Pick – The Clerk stated that she would like to thank the 16 people who helped with the litter pick on Saturday 11 March. Less litter was collected compared with the previous year which hopefully demonstrates that a 'cared for' parish is respected and not littered by others. Thanks also went to Sally le Batteaux who provided free teas and coffees for participants. The chairman stated that people walking through the village tend to pick up the litter so it has an ongoing effect.

11. Dates of Future Meetings – Cllr Turner stated that the District councillors do a tremendous amount of work for the villages and if we held the meetings when they could attend, it would be helpful. Our meetings clash with Exminster parish and that makes their attendance difficult. The second Monday of alternate months was discussed. It was agreed that the Annual meetings for the parish and parish council would be held on 15th May. The June meeting would be cancelled and future meetings from August onwards would be held on the 2nd Monday of each month.

12. Finance

12.1 Report – The bank account balance is currently £4,764.37 compared with £6,975.78 at the same time last year. This demonstrates the action that the PC have taken on the advice of the internal auditor to reduce the balance by investing in the community.

12.2 Clerk's Salary & Expenses – 1 Jan - 31 March 2017- 37 hours @ £10/hour= £370. Net Pay £222. PAYE £148. Mileage of 46.5 miles @ 45p/mile = £20.92 and expenses associated with working from home 1 Jan- 31March @ £8.33/month = £24.99. Broadband 1 Jan- 31March @ £5/month = £15.

12.3 Approval of Expenditure – Hall Hire £27

- Donation to Country News. This item was discussed and the Clerk was requested to enquire regarding the magazine financial position before a decision is made.
- Stationery- Memory stick and file dividers £16.58
- HMRC agent annual payment - £58
- DALC annual subscription - £87.30
- Petrol for lawnmower - £10.14

Proposed Cllr Carr. Seconded Cllr Howard. All Agreed.

13. Audit Arrangements – The Clerk confirmed that Tracy Gould was happy to complete the internal audit again this year. The file is almost complete. External audit papers had been received from Grant Thornton. The Clerk will present the Annual accounting figures and proposals for date of the Exercise of Public Rights at the next meeting. There had been no change with regard the Statement of Financial Control or the Parish Council Risk Assessment and the Clerk sought approval from the parish council for these documents to be revalidated without amendment for the next financial year.

Proposed Cllr Carr. Seconded Cllr Parrott. All Agreed.

14. Rural Aid Funding – This matter was discussed at item 16.

15. TALC Update – Cllr Parrott stated that the meeting covered cyber-crime and the paperless planning process. 80% of crimes preventable if people take precautions. Plenty of advice is available regarding safe emails and passwords. Advice will be incorporated in the next Parish Newsletter. Paperless planning matters generated considerable discussion and is causing parishes significant difficulties.

16. Village Hall Report – Louise Selby Herd thanked the Parish Council for their donation of £1342.00. The last grant application has been deferred to the second round and DCC have extended the time to spend their £2k grant. The lottery fund and bags for life are to also going to be applied to. Bookings are continuing to increase. Bookings are up from 113 to 203 for the same period last year. DCC have donated another small grant to refurbish the bar area and improve outside lighting to improve safety and security. Three additional fitness classes are being held. A Spanish dancing evening is planned. The next Exchange is on 22nd April and the AGM is on 8th May. Rural Aid funding was discussed. This would enable a total toilet refurbishment and provision of accessible toilets. Clerk to make application.

17. Clerk's Correspondence – No matters of late correspondence for this meeting. A Part II meeting was required to discuss a confidential matter.

18. Chairman's Remarks – Cllr Carr thanked the public for their attendance and requested the Councillors remain for a Part II meeting.

19. Date of next meeting – Monday 15th May 2017 being the Annual Parish meeting, Annual Council meeting and Ordinary meeting. The Ordinary meeting planned for June would therefore be cancelled.

The meeting closed at 20.55pm

_____Chairman

PART II

A Part II meeting was held to discuss a confidential matter.

The meeting closed at 21.30pm
