
Shillingford Parish Council

Minutes of the meeting held on Monday 11th December 2017

Present: Cllrs Carr (Chairman), Turner, Stamp, Parrott, Howard, Miller & TDC Cllrs Goodey & Lake. 13 members of the public present.

1. Apologies for absence – None

2. Declarations of Interest – Cllr Carr declared an interest in Item 8. For Item 15.4 all Councillors declared an interest and were granted a dispensation on the grounds that although the setting of a precept may constitute a pecuniary advantage, without a dispensation the transaction of the Parish Council on this matter would be impeded as the meeting would be inquorate.

3. Open Forum – Nothing raised. The Chairman stated that he would allow discussion on item 18 when the matter arose.

4. Minutes of last Ordinary meeting 9 October 2017 – Signed as a true record of the meeting.

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

5. County & District Councillors Reports – TDC Cllr Goodey said that the Peamore planning application (Westexe) had been turned down. An appeal is on hold, pending the new application from Exeter Estates. Another Traffic management (wider traffic implications around Exeter) and environmental study have been commissioned. Cllr Lake reassured the Parish Council that he and Cllr Goodey will be at the planning committee to represent parishes affected. Cllr Lake stated that Item 10, Litter Campaign comes under his portfolio. It has been run as a pilot scheme with an 85% reduction in littering. Both Cllr Goodey and Lake wished all present a happy Christmas and New Year.

6. Matters Arising

- a) **Forest School Planning Enquiry** – Cllr Lake stated that there is an increasing unease with the continual breaches of planning matters by organisations who then obtain retrospective consent or TDC do not pursue the matter stating that it isn't expedient. Cllr Lake has asked for an in-depth explanation of 'expedient' and detail of the decision thresholds for action. Cllr Lake will update once this is received.
 - b) **Ring & Ride Transport** – The Clerk reported that the service routes are being reviewed in the early new year. She has requested that consideration is given to a pilot route through the parish to prove a need for the service.
 - c) **Concealed Driveway Signs** – The Clerk stated that Highways dept don't erect these signs. Signs may be placed with planning permission and it was a matter for the Parish Council to consider whether they wanted to place signs at the entrance to both villages or leave it to individuals with driveways emerging in dangerous locations. Following a discussion, it was agreed that people travelling through the village don't generally read signs. They don't even comply with the speed limits. The Clerk was asked to make enquiries regarding some speed awareness support from PC Jon Croft and enquire regarding an interactive speed sign. It was agreed that concealed driveway signage would be left to individual householders.
 - d) **Lobbying for Better Broadband & Mobile Phone Services for Shillingford Abbot** – Cllr Howard stated that he had contacted DCC Cllr Stuart Barker who was leading on this. He stated that Shillingford Abbot shouldn't have been missed in the initial roll out, being so close to Exeter. He hopes that the matter may be resolved in 2018. There is £3-4m funding. It may be possible to use some of this for Shillingford Abbot.
 - e) **Audio Visual Project** – The Clerk said that an independent person with some technical expertise had reviewed the two quotes. Cllr Miller raised concerns regarding the cost of the project. She felt that there was a need for greater transparency in demonstrating how the VH committee and Parish Council work together providing services for the community. In a joint project it needed to be clear who pays for what and who owns the equipment, insures it and how the funds come back to the community. Following discussion, it was agreed that the Clerk would forward the quotes and independent assessment to the VH committee to consider
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whether they would like to lead on the project. The Parish Council may be able to offer funding support if required.

7. Planning Application 17/02829/FUL

Location: Park View, Peamore

Proposal: Replacement of existing conservatory with new single storey extension with terrace over

Applicant: Mr & Mrs C Collison

A site visit had been completed by representatives of the Parish Council. It was felt the proposal will enhance and improve the existing building and was fully supported.

Proposed Cllr Howard Seconded Cllr Carr. All Agreed.

8. Planning Application 17/02858/NPA

Location: Pengellys Farm, Shillingford Abbot

Proposal: Application for prior approval under Part 3 Class Q (a) & (b) & para W of the GDPO change of use of agricultural building to a dwelling

Applicant: Mr & Mrs C Carr

Cllr Carr was asked to leave the meeting. The Chair was taken by Cllr Turner.

A site visit had previously been completed by representatives of the parish council.

The amended application was considered, particularly the proposals regarding the revised roof. The application was supported.

Proposed Cllr Stamp Seconded Cllr Howard. All Agreed.

Cllr Carr returned to the meeting and resumed the Chair.

9. **Weekly Defibrillator Checks** – Cllr Carr sought reassurance that the defibrillator checks were being completed. The Clerk confirmed that both the defibrillators were regularly checked. She had checked with both the volunteers regarding their willingness to continue with the checks and they had confirmed they were happy to continue. This voluntary life-saving service is very much appreciated by the people of the parish.
10. **Litter Campaign** – The Clerk updated that following circulation of an email relating to a District Council litter campaign that had been extended to Parish Councils, the feedback was so positive that the free campaign material had been ordered. To support this the annual Litter Pick would be booked for Saturday 24th February 2018. The Health & Safety Executive have tightened procedures for working on high speed roads following a number of road deaths. The Parish Council will need to do a risk assessment, brief all volunteers and advise our parish insurers.
11. **Update from Terrorism Awareness Session** – Cllr Carr attended a session at Chudleigh Town Hall given by a member of the Counter Terrorism Unit. International terrorism is the biggest threat but we need to be aware of 'home grown' terrorists. Exeter has been targeted in the past. It is essential to remain vigilant and be aware of what is going on around you. Don't be afraid to report concerns. Apathy allows terrorism to happen. A Youtube clip 'stay safe' and a 'Citizenaid' App are both recommended viewing.
12. **Update from Highways Conference** – Cllr Carr said that Devon has the largest network of roads in the country. Roads are graded 1 to 12, 1 being a motorway and 12 being a track. Samson's Hill in Shillingford St George is graded 9 and should be inspected yearly. Cllr Carr has asked why it has been allowed to deteriorate so badly. Members of the public were encouraged to continue to report potholes. It can be done online and the website is easy to navigate.
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<https://new.devon.gov.uk/roadsandtransport/report-a-problem/> If the pothole has already been reported, add yourself to the report as this will reinforce the issue.

13. **Update on Outing to Westpoint Christmas Fayre** - The Clerk stated that 11 people signed up to go on the outing. The vehicle was downsized to a 16-seater, saving £50. It was heavily subsidised and not cost effective.
14. **General Data Protection Regulation Training** – The Clerk stated that as the Data Controller for the Parish Council she needed to keep abreast of new legislation. New Data Protection Regulations were due to be introduced and DALC were offering training at a cost of £48. The Clerk asked for agreement to allow her to attend the 1-day course.
Proposed Cllr Carr Seconded Cllr Turner All Agreed
15. **Finance** -
- 15.1 **Report** - Bank account balance – The Clerk reported the balance as £5,370.49 as of 28th October.
- 15.2 **External Audit Update 2016/17** – The Clerk said that following her challenge regarding incorrect figures quoted by the external auditor, Grant Thornton, they have acknowledged their mistake, however, they will not waive their charges.
- 15.3 **Letter of Acceptance (TP Jones & Co.) for Signature** – The Clerk referred to a letter (previously circulated) for agreement of terms for the HMRC agent. This was signed by Cllr Carr on behalf of the Parish Council.
- 15.4 **Decision to set Precept for 2018/19** – This matter was considered in conjunction with the proposed budget (15.5). Following a discussion, concern was expressed about possible future costs connected to the fence across the Village Hall car park. A member of the public stated that a 2% increase would be very little for each household to contribute and as the Parish Council is doing so much to support the parish regarding the fence, it would be an acceptable increase. This was echoed by other members of the public. Following further discussion, it was agreed that a 2% increase would be applied for.
Proposed Cllr Stamp Seconded Cllr Howard All Agreed
- 15.5 **Approval of Budget for 2018/19** – The proposed budget was based on an assumption that the precept would not be increased. Therefore, a revised budget proposal will be presented to the next meeting.
- 15.6 **Expenditure** –
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| Dartline Coaches (for Westpoint outing) – | £125 |
| Training Course (Cllr Miller) - | £30 |
| Grant Thornton - | £120 |
| 24x1st class stamps- | £15.60 |
| 2 Reams of paper - | £5 |
| Land Registry Enquiries - | £74.94 |
- Proposed Cllr Carr Seconded Cllr Parrot All Agreed**
16. **Village Hall Report** – Cllr Carr stated that Dissenters band on 2 December was well attended, making £96 profit. The coffee morning on 9 December raised £131 for FORCE and £97 for the Village Hall. The accessible toilet project is almost completed.
17. **TALC Update** – Cllr Parrott said that he was unable to attend however the main agenda item was a visiting speaker Mary Ridgeway on affordable housing and the Parish Council had already received this input.
18. **The Village Green and Erection of Fence** – The Clerk gave an update on the enquiries relating to the fence. Informal updates are also being given at the Open Door café on request. A number of parishioners have copied the Clerk into letters sent to the Secretary of the Trustees, requesting a copy of the Trust Document. The Clerk has received a letter from the Secretary of the Trustees. This includes a quote (shown at
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appendix a) which is allegedly from the Trust document however its provenance is unknown. It is also not clear why the full document will not be shared. It is understood that the Village Petition is nearing completion, demonstrating the strength of feeling across the two villages. It is hoped that Trustees will be more amenable to a discussion after Christmas so that a compromise could be agreed upon. Discussion took place regarding the need for Trustees to have public liability cover in relation to the fence. The Clerk was asked to check the parish council insurance to establish the extent of cover.

- 19. Clerks Correspondence** – HSBC were undertaking a Safeguarding project to check every bank account. The Parish Council has received a request to undertake a security interview. Cllr Carr has agreed to undertake this.

Community Heartbeat Trust has sent an invoice for the emergency telephone in the kiosk for the defibrillator in Shillingford Abbot. The cost is £62.40. In view of this being a life saving measure, the Clerk asked for agreement to make this payment. There is a 4-year agreement to be signed in relation to this phone. When we installed the phone, we agreed to this. Now we have completed the first year, the agreement needs signing for future support from CHT. Cllr Carr signed on behalf of the Parish Council.

Proposed Cllr Howard Seconded Cllr Parrot All Agreed

- 20. Chairman's Remarks** – The Chairman wished those present a Merry Christmas and thanked them for their support.

- 21. Date of Next Meeting** – Monday 12 February 2018

The meeting closed at 9.45pm

_____Chairman

Appendix a

Quote from letter to the Parish Clerk from Trustees of the Village Green - dated 5 December 2017

'The Trustees shall hold the trust fund and its income upon trust to apply them to the provision of the Property and shall accordingly hold the Property to provide and maintain an open space to be known as Shillingford St George Village Green for the benefit of the inhabitants and to be used forever as an area for informal recreation play or other leisure time occupations a meeting area or place for community events and for any lawful purpose consistent with these trusts and for the general benefit of the community'
