

Shillingford Parish Council

Minutes of the meeting held on Monday 8th February 2016

Present: Cllrs Carr (Chairman), Turner, Stamp, Howard & Durrans. TDC Cllrs Lake and Goodey. Guest Josh Lewis – Teign Housing, 7 members of the public present.

1. Apologies for absence – Cllr Parrott

2. Declarations of Interest – No declarations of interest were made.

3. Open Forum – Members of the public were invited to comment on any relevant issues. Nothing raised.

4. Minutes of last meeting – Were accepted and signed as a true record.

5. Matters Arising

- a) **Car dealing from Teign Housing Property** – The council were updated that activity at this premises has rescinded since the last meeting. Situation to be monitored.
- b) **Fence Panel Replacement** - The contractor was due to attend today (8 Feb) but due to adverse weather this had not occurred but replacement is planned.
- c) **Shed – Manstree Terrace** – Josh Lewis updated that there is a deadline for the end of Feb for voluntary removal of the shed.
- d) **Defibrillator and first aid update** – Following discussion it was agreed that the Parish Council would purchase a defibrillator for outside the village hall in Shillingford St George with a view to raising funds to purchase a second one for Shillingford Abbot. A suitable location would need to be found. Clerk to discuss with BT the phone box as a possible site. **Proposer Cllr Stamp. Seconder Cllr Durrans.**

It was agreed that the funding received last year for first aid courses should be allocated and two free sessions would be arranged for residents.

- e) **Grass Cutting** – An application has been made for £339 to the Electors fund towards the lawn mower. There are two further promised donations of £50 each and Cllrs Lake and Goodey are donating a further £100. Cllr Carr to progress costings.

6. Planning – Application 15/03519/LBC (Brookes Barn, Shillingford Abbot) was discussed. No objections were raised.

A matter of parking on the highway opposite the Forest School in breach of planning consent was raised and discussed. This is a regular occurrence. It was agreed that the Chair would send a letter raising concerns and if the situation continued TDC Cllr Goodey confirmed the planning dept would become involved. Clerk to draft letter.

7. Community Heli Pads – It was agreed that Millenium Field, Shillingford St George would be offered to SWASFT for surveying as a potential community landing site for the Air Ambulance. Clerk to research any costs to the council.

8. HM The Queen's 90th birthday celebrations - It was felt that unless there were sufficient volunteers to organise an event it would be impractical to progress a dedicated celebration. Discussion took place as to whether there may be an opportunity to combine celebrations with adjacent parishes.

9. HM The Queen Birthday Beacon Lighting – Shillingford does not have a beacon and it was decided not to participate in this.

10. Decision on Transparency Code funding for a Projector – The Clerk updated that TDC were changing their consultation process for planning applications to a paperless process from May. A consideration would be to project plans at meetings however the Transparency Code funding did not cover this. The meeting was updated regarding a letter sent to Teignbridge CEO by the Teignbridge Association of Local Councils objecting to the lack of consultation. It was agreed that a projector would not be helpful for displaying plans.

11. Guidance From Sports England – It was acknowledged that there was guidance for Councils should the Millenium Field be at risk from future development.

12. Dog Fouling–Millenium Field – It was reported that irresponsible dog owners were not cleaning up after their dogs. The dog warden is paying visits and has supplied signs. Action will be taken by the warden immediately or subesquently if a witness comes forward.

13. Teign Housing Occupancy – Discussion took place about family sized Teign Housing (TH) properties that were occupied by single tennants. Several senarios were discussed. Josh Lewis from TH explained requirement for the occupants to agree to relocation. This was incentivised by TH. Evidence is required regarding any tennancy breaches for TH to take enforcement action. It was confirmed that as a trial, the next vacant TH property would be allocated with a preference to people with a connection to Shillingford.

14. Annual Litter Pick – It was agreed that this should take place on 19 March. Clerk to contact TDC to arrange. Article to be place in Country News.

15. Sandbag Policy – The few properties likely to be subject of flooding made their own provisions. There was no requirement for the parish to have a policy however the website to be updated with TDC contact number in the event of need.

16. Neighbourhood Watch – The NHW co-ordinator for Shillingford St George, Gina Saunders that she had taken over Shillingford Abbot as well as the previous co-ordinator had stood down. Item to be place in Country News encouraging sign up to Ringmaster for up to date crime information.

17. Newsletter into Parish Magazine – The Shillingford Council update would be resumed. Clerk to arrange.

18. Local Audit & Accountability Act 2014 – The meeting was updated about audit requirements from 2017 and the need to opt in or out of the new sector led body arrangements. It was agreed that the council should opt in to the new arrangements to reduce cost and administrative burden.**All agreed**

19. Training – The Clerk reported that she was booked on to a Preparing for Audit course. Costs to be shared with Dunchideock parish council at £15 each.

20. Dunchideock Transparency Code Bid update – Chairman of Dunchideock Parish Council updated that their bid for IT had been approved in full and that the shared Clerk would be able to use this for Shillingford Parish Council work as well.

21. Finance

21.1 Financial Position. The Clerk reported the current balance at £6,713.46. The banking is now accessible to the Clerk as the Responsible Finacial Officer. It was decided to remain with 3 existing signatories due to administrative difficulties **All agreed.**

21.2 Approval of Expenditure – Clerk reported that as HMRC returns were done quarterly, the salary payment would be for Oct-Dec 2015 @ £224.25 plus 83.5 miles @45p/mile and stationery costs totalling £287.88. **Approved.**

21.3 Approval of 2016/17 Budget – Proposals were agreed. **Proposer Cllr Howard. Seconder Cllr Turner**

22. District Councillors Reports – Cllr Lake reported on the new recycling scheme. Projected figures are for 56-60% of waste being recycled which would make TDC a top performing council nationally. There is good participation in the Recycling Champion competition with vouchers for communities and individuals.

23. Village Hall Report – A new kitchen is to be installed by System Six in April following a successful entry in their competition. The last Exchange raised £80. There will be a fete on 30 July which will include a produce show.

24. Clerk's Correspondence – No matters of late correspondence.

25. Chairman's Remarks – None

26. Date of next meeting – Monday 4th April 2016

The meeting closed at 9.35pm

_____Chairman
