
Shillingford Parish Council

Minutes of the meeting held on Monday 15th May 2017

Present: Cllrs Carr (Chairman), Turner, Stamp, Howard &, TDC Cllr Lake. 4 members of the public present.

Open Forum. No issues raised

1. Apologies for absence – Cllrs Durrans, Parrott, DCC Cllr Connett & TDC Cllr Goodey

2. Declarations of Interest – None

3. Minutes of last Ordinary meeting 3 April 2017 – The Clerk stated that there was an amendment to item 6a where the Clerk had thanked Tony Mansell and the minute should read Nick Mansell. The amendment was accepted and the minutes were then signed as true record of the meeting. The Clerk stated that the democracy officer at TDC had identified in the October 2016 meeting, the minutes did not explain the handover of the chair to Cllr Turner for the planning matter. Cllr Turner agreed that an amendment to the minutes should be made which explained the handover of the chair for the planning matter and then the return of the chair to Cllr Carr afterwards.

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

4. County & District Councillors Reports – Cllr Lake spoke about the recent election. He was grateful for all the support from parishioners for the county elections. He said he was looking forward to serving the parish as a district councillor for the next 2 years. Due to the Boundary Commission changes, there is a need for an additional councillor to support the ward.

5. Matters Arising

- a) Purchase of Salt Spreader – Cllr Carr mentioned the grant of £820 which has now been credited into the parish account. The spend had previously been approved by the parish council and he confirmed that he will progress the purchased.
- b) Drain Clearing – Cllr Carr stated that Exe Jet managed to clear 2 drains, one by the bus shelter and one in Shillingford Abbot. They have said that they will return to do another in Shillingford Abbot and were unable to clear the one on Manstree Lane which was blocked with roots. They have billed for complete works but only done 2 of the 4 drains. This is an ongoing issue being managed by Cllr Carr..
- c) Rural Aid Funding Application – The Clerk confirmed that she had submitted a bid for £5k for the toilet project on behalf of the village hall.

6. Finance

6.1 **Report** – Bank account balance was £6,937.08 as of 28 April 2017

6.2 **Approval of Expenditure** – Parish Insurance renewal (due 27 July). Information on the premium is awaited and will be circulated. The Clerk has email confirmation that the insurance cover will not be affected if the premium isn't paid until August.

- Hall Hire £18
- Stationery - £76.56
- Key Fobs - £93.60
- Lawnmower fuel - £12.02

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

7. Computer Issues – The Clerk stated that the council computer had been causing problems. It originally crashed and the memory stick with back up was corrupt at the same time. It has been taken in for repair and software issues 5 times and has now had a new motherboard and hard drive. It was repaired under warranty but is outside the warranty period now. Efforts to recover the data from the hard drive had failed but the Clerk had a partial back up on another memory stick and has now restored the archive via other means. Cloud storage has now been purchased for a year and this can be

renewed next year. This means that all documents are automatically saved in a recoverable format without the need for a memory stick. An extended warranty can be taken out at a cost of £7/month or £156 for 4 years. The new parts have a 90 day warranty on them but the decision will need to be made as to whether to repair or replace if a further warranty isn't taken out. A discussion took place and it was decided not to take out the extended warranty.

- 8. Teign Housing Ground Work** – Cllr Carr said that Teign Housing groundwork team had once again strimmed the grass bank by Manstree Terrace before the wild flowers had seeded. The Clerk stated that she had got hold of the Josh Lewis. He has contacted the foreman for the groundwork team who has asked to meet up with a representative from the council to discuss future grass cutting. Cllr Carr agreed for his details to be passed on to arrange a suitable date.
- 9. Forest School Planning Update** – The Clerk referred to an email (circulated) from the enforcement officer Steve Hobbs that confirmed that the Forest School should have sought planning permission for their solar panels. He had written to them informing them that they should seek retrospective permission. They had not responded and on this occasion the decision had been made not to take enforcement action. The matter was discussed and it was felt to be unfair to other parishioners who apply for minor planning matters. Cllr Lake asked for the email to be forwarded to him so that he can take the matter up with the enforcement officer.
- 10. Village of the Year Competition** – The Clerk informed the meeting of the details of this competition. It was decided that previous similar competitions had not been supported by the community and that we would not participate in this particular competition.
- 11. Clerks Correspondence** – The Clerk updated regarding the enquiry into the finances of the parish magazine to inform the decision as to whether to make a donation. The treasurer has said that Dunchideock parish haven't made a donation but haven't put a newsletter in for a considerable time. The advertising revenue doesn't currently cover the printing costs and a donation would be very much appreciated. A discussion took place and it was agreed that this would be placed on the August agenda for a decision regarding a donation.

The Clerk updated the meeting with the Section 137 expenditure. This has been set at £7.57 per elector, there being 316 electors in the parish, giving a capping on project spending at £2392 per year.

Community Led Housing Fund – The parish council were keen to promote affordable for people in the village. It was agreed that the new co-ordinator should be invited to the next parish council meeting to help inform the discussions.

- 12. Chairman's Remarks** – The Chairman thanked the Clerk for the work in preparing the meeting and thanked the members of the public for their support.
- 13. Date of Next Meeting** – Monday 14 August 2017

The meeting closed at 21.30pm

_____ Chairman
