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## Shillingford Parish Council

### Minutes of the meeting held on Monday 9th October 2017

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

1. **Apologies for absence** – DCC Cllr Connett & Cllr Lake
2. **Declarations of Interest** – None
3. **Open Forum.** No issues raised
4. **Minutes of last Ordinary meeting 14 August 2017** – Signed as a true record of the meeting  
**Proposed** Cllr Stamp **Seconded** Cllr Howard. **All Agreed.**
5. **Visiting Speaker – Mary Ridgway – The Community Led Housing Fund** – Mary works for TDC housing enabling team, funded by the govt. to enable affordable housing projects with a strong community lead. This parish has already completed a housing needs survey and site appraisal. There are 3 persons on the housing list for this area. Need is relatively low and is for larger families or for wheelchair accessible housing. There are funding opportunities for communities to review provision, assist with community engagement & consultation, technical costs of pre-development work and surveys to get a site to application stage and reduce barriers to delivery. Parish councils can shape and influence how a local project develops. A discussion took place. It was agreed that the Parish Council would review the situation when the criteria are published.
6. **Councillor Vacancy and Co-option Process** – A co-option process had been previously circulated for councillors consideration, to standardise the decision making process. It was agreed that this process should be adopted and used.  
**Proposed** Cllr Turner **Seconded** Cllr Parrot. **All Agreed.**

The parish council then considered two applications for the parish councillor vacancy. The applicants were asked to leave the meeting whilst a discussion took place. It was felt that the parish councillors should be representative of the whole community. A closed vote took place and Agnes Miller was congratulated and invited to join the parish council.

#### 7. Matters Arising

- a) **Forest School Planning Enquiry** – The Clerk stated that TDC Cllr Lake had challenged the decision by the planning enforcement officer who had written to Forest School about the need for them to apply for planning permission for the solar panels they had installed but as they had not responded, had decided it was not to be in the public interests to take enforcement action. Cllr Lake is awaiting a response. Cllr Connett suggested that the parish council send a letter to Nick Davis, Senior Planning Officer at TDC. Clerk to action.
- b) **Recycling Collections** – The Chairman stated that the head of recycling at TDC had done a site visit to Barrack Lane on 21st September. The hedges had been cut and collections will continue as normal. He has agreed to revisit in the spring to reassess in order to maintain the service and is also looking into reversing cameras and communication system between the driver and refuse collectors to ensure the reversing manoeuvre is completed safely.

#### 8. Planning Application 17/02235/FUL

**Location:** 1, Little Bowhay, Shillingford Abbot

**Proposal:** Erection of a Shed

**Applicant:** Mr M Wilson

A site visit had been completed by representatives of the parish council. It was agreed that the shed was not overlooked by any neighbours and would assist in tidying up the site. The construction and materials were acceptable and the parish council support this application.

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

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9. **Westexe Planning Application** – This item was addressed by TDC Cllr Goodey @ item 13
10. **Hog Roast Update** – The Clerk said that it is estimated that around 200 people attended the event. Our TDC councillors sponsored the hog roast. Total cost to the parish council was £1354.24 Sale of food to non-parish residents came to £110. The event has received some really positive feedback and the engagement opportunity gave some excellent ideas for new projects. £350 in cash was donated to Exeter Hospice care who have returned their thanks.
11. **Future Project Ideas – Proposed by Parishioners at the Hog Roast Event**
- Audio Visual Equipment for Village Hall** – 2 quotes have been submitted. These need to be reviewed to ensure that the most appropriate set up is selected. It was agreed that the Cllrs Carr and Stamp would take the matter to the Village Hall committee to ask them to consider match funding. Matter to be discussed at the next Parish Council meeting.
- Play Park** – The Clerk stated that the play equipment and safe surface would be several thousand pounds and the parish insurance would be significantly increased. The Parish previously considered this but did not proceed for liability and financial reasons. As the Millennium Field is managed by Trustees, it was felt that if this idea is progressed, it should be done by the Trustees.
- Tesco/Sainsburys Weekly Shopping Trips.** – A discussion took place regarding the public bus service which does allow a reasonable time for a supermarket visit. A weekly mini bus service would cost £125 per week and wasn't financially viable.
- Ring & Ride transport/Volunteer service** – The Clerk has enquired with Acorn who are a charity giving a transport service to the Teign Valley. This cannot be extended to other areas due to challenges in getting volunteer drivers. Exeter R&R will not come to Shillingford as it is in Teignbridge council area and they only service Exeter. Teignbridge East R&R are reviewing their routes and will consider whether they could do a weekly run through the parish to Exeter and return.
- Outings** – It was suggested that this is tried with an initial outing to Westpoint for the Christmas Fayre which is 24-26 November. It was agreed that a 25 seater mini bus be booked with a view to filling places. Cllr Miller agreed to assist with organising this event.
- Concealed Driveway Signs** – The Clerk has emailed the Neighbourhood Highways officer and is awaiting a reply. DCC Cllr Connet agreed to chase this up.
- Tidy up the Church Carpark** – This matter is dealt with by PCC
- 1<sup>st</sup> aid training for Children** - two free first aid courses were run by the Parish Council last year and these were open to all ages. It was agreed to defer to next year and reassess.
- Dog Poo Bins for Millennium Field** – Installation of a bin is in excess of £200 and over £7 for every collection. Dog excrement can be placed in normal landfill bins if bagged and it was agreed that this should be the advice to dog owners.
- Lobbying for better Broadband Speeds & a mobile Phone Booster for Shillingford Abbot** - Cllr Howard agreed to lead on this matter. The Clerk has some initial contact points to assist.
12. **Finance -**
- 12.1 **Report** - Bank account balance – The Clerk reported the balance as £4062.19 as of 28<sup>th</sup> September. TDC have advised a deposit of £1972.50 since this date as the second payment of the precept.
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**12.2 Audit Update** – The Clerk is still awaiting a response from Grant Thornton regarding discrepancies in the figures they have quoted as part of the audit. The outstanding invoice of £125 has also been queried and a breakdown of costs requested.

**12.3 Elector Fund Application** – The Clerk confirmed that £352 grant has been approved for the audio-visual project

...**12.4 Approval of expenditure** – Clerks salary & expenses -1 July- 30 September 2017.

13 weeks @ 3hrs/wk = 39 hours@ £10/hr - £390

19.25 additional hours @ £10/hr = £192.50, Income Tax Refund £41.60 Total payment £624.10.

HMRC payment - £00.00

Mileage – 30 miles @ 45p/mile = £13.50

Expenses associated with working from home £8.33/month = £24.99.

Broadband 1 April- 30 Sept @£5/month = £30

**Other expenses**

Parish Insurance (salt Spreader added)– £41.37

Village Hall Hire - £18.00

Printer Ink - £15.99

Darts Farm Voucher & Hog Roast Refreshment- £37.25

Vegetarian Food for Hog Roast - £52.50

Bouncy Castle - £85.00

SLCC Membership - £33.50

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

**13. County & District Councillors Reports** – TDC Cllr Goodey gave an update on the Westexe Park planning application. Two weeks ago, the planning committee turned down this application after an hour debate. Powerful arguments were put forward about congestion that would be created on an already congested road. Traffic management proposals were not accepted. An appeal has not been lodged to date. If this goes to appeal a public enquiry will be requested by parish councils affected.

DCC Cllr Connet spoke on Schools funding. Additional funding has been received from Govt after extensive lobbying however our schools remain underfunded. He was asked when the Shillingford to Clapham was going to be repaired as the highways markings were wearing away. He stated that when a road is recognised as needing surface dressing, engineers mark out the road and send information to contractors. The contractor programmes the work in the most efficient means to do complete areas. It will happen within the current financial year. The marks are recorded even if they have been erased on the road surface. DCC Connet also agree to find out if the white lines through the village could be reinstated in the centre of the road on the bends to ensure that vehicles stay to the side of the carriageway.

**14. Village Hall Report** – Cllr Carr stated that the toilet project is going ahead. Builders are ready to start. A portable toilet will be placed outside for the duration of the refurbishment. Bookings are going well. There is currently no cleaner but the position is advertised. In the interim, the committee are doing it themselves.

**15. TALC Update** – Cllr Parrott said that there were two main items. Highways low usage roads will only receive essential maintenance. Works programmes can be seen on the Devon Highways website. Electronic planning applications. Quality of plans on the TDC website is going to be reviewed.

**16. Clerks Correspondence** – The Clerk stated that a volunteer was required to attend a

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Highways Conference on 16 November in Rattery. Cllr Carr agreed to attend. An article had been received (circulated) about the Peamore war memorial. It suggested the site needed tidying. Cllr Carr stated that he does this voluntarily and the site is now accessible whereas previously it was overgrown and neglected. Finally, the Clerk updated on the defibrillators. It is believed the Shillingford Abbot defib was needed last year but SWASFT couldn't give the code to access it. Enquiries have established that the SWASFT system will only give direction (and details) to a defib if within 200 mtrs of the incident. 2 key fobs with the code have been issued to every household in the parish and spares are available from the Clerk. The emergency phone in the telephone kiosk is tested on a weekly basis.

17. **Chairman's Remarks** – The Chairman stated that on 1st November 2016, the parish council received a complaint against a member of the parish council regarding the way he managed a planning matter. The parish council take matters such as complaints very seriously but have always maintained their support for the councillor subjected to this complaint. The complaint was investigated by an independent investigator who spoke to a number of witnesses. The outcome of this investigation has now been published. The councillor in question has been completely exonerated on all four counts and we are delighted that he will continue to serve this parish and that the complaint has been held to have been without veracity. He thanked the public for their support.

18. **Date of Next Meeting** – Monday 11 December 2017

The meeting closed at 9.50pm

\_\_\_\_\_ Chairman

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