

# Thelbridge Parish Council

## Minutes

July 26<sup>th</sup>, 2017

19:30

Venue: Thelbridge Parish Hall

Janet de Rochefort, Parish Clerk 01884 860173 [jderochefort@gmail.com](mailto:jderochefort@gmail.com)

<http://thelbridge.btck.co.uk>

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**Present:** Cllrs Boundy, Gibson, Gillbard, Grant, Ford, Webber and Heal  
(Chairman of MDDC)

**Apologies:** Cllr Hayes, Binks (MDDC) and Squires (DCC & MDDC)

I. Public forum

One member of the public was in attendance.

II. Approval of minutes from last meeting

The minutes for 10th May 2017 were signed as a correct record.

III. Declarations of interest

There were none

IV. To receive report from Cllr Peter Heal, Chairman of MDDC

Cllr Heal has been appointed for two years and is aiming to visit all the parish councils. The Chief Executive is Stephen Walford who has been in post 18 months, Jill May Head of Corporate Affairs – support services, IT etc., Andrew Jarrett, Finance Director and Andrew Pritchard, Head of operations make up the leadership team. Kathryn Tebbey is the Legal and Monitoring Officer. There are 42 District Councillors with 62 parish and town councils.

Cllr Heal is Vice Chair of the Planning Committee. There are 3,018 council homes in the housing stock, with 1,738 registered for re-housing. Of these 871 have been assessed as having no housing need, so there are 867 cases with a need in the Devon Home Choices bands A to D. This year an average of 3.61 properties per week have been handed back so they can be returned to lettable standard and advertised for re-letting. Twenty two new homes are being built in Tiverton and planning applications are in for about another 25. These are being funded from borrowing, since loss of stock through the Right to Buy scheme does not return adequate money to

finance replacement stock. The housing stock has no cladding on similar to Grenfell Towers. Fire safety recommendations are under consideration regarding storage in communal areas; no plastic flowers allowed!

The Peer Review is being actioned. The Local Plan review is underway initially with respect to junction 27 to be followed by a five year land supply plan; hopefully finalised by Christmas, but maybe later. Although there are lots of planning consents for housing, not many are actually being built, so there is a failure to meet demand. Mid Devon is working with Exeter, Teignbridge and Devon County Council to develop a joint strategic plan. Planning fees increased on 1<sup>st</sup> July.

Hitchcocks Farm will soon become a waste transfer station with onward transfer of waste to Exeter for incineration.

The Chairman greeted Prince Charles on 20<sup>th</sup> July when he visited the Devon Federation of Young Farmers Club's new building in Cheriton Bishop.

## V. Clerk's Report

- a) The Land Registry search has confirmed that there are no records of any land or property being held by Thelbridge Parish Council.
- b) The limited assurance audit this year is being completed again by Grant Thornton, however since the Transparency Code for Smaller Authorities has been in place since 2015 (the council is now compliant due to the information that has been published on the website) from 2017/18 onwards the Code has replaced an external audit. An annual return form will still need to be completed for public inspection.
- c) Lloyds Bank have added the third authorised signatory to the account.
- d) The online Introduction to Local Council Administration course have been completed by the Clerk.
- e) Kathryn Tebbey, the Monitoring Officer, has been in touch regarding training sessions on the code of conduct and standards to be held in the autumn for councillors and clerks; no dates have been set at present.
- f) 2017/18 TAP (Town, Parish and Community Fund, formerly known as the Town and Parish Fund) fund opened for applications from 1<sup>st</sup> July with 30<sup>th</sup> September as the deadline for round 1 and 28<sup>th</sup> February for round 2. We have a request from the Parish Hall Committee regarding improvements to the kitchen.
- g) Details of the Fly the Red Ensign for Merchant Navy Day 3<sup>rd</sup> September were circulated.
- h) Just for information, since there are no playgrounds in the parish, there has been correspondence regarding concerns over MDDC removing fencing; the main issue being with regard to dog fouling.
- i) Devon and Cornwall Police are holding Project Griffin Awareness, national counter terrorism awareness sessions on:  
Wednesday 2nd August 2017 between 11.00am – 12.30pm at  
The Mercure Exeter Rougemont Hotel, Exeter, EX4 3SP



OR

Thursday 17th August 2017 *between 10.30 – 12 am and 1 – 2.30 pm at Westpoint Centre, Exeter, EX5 1DJ.*

If you would like to attend the event please email  
tsa@devonandcornwall.pnn.police.uk

***It is a condition of entry that you register your attendance.***

- j) The Pensions Regulator requires the Council to register for auto enrolment, even though no pension will be payable. This is in hand.

## VI. Verge Cutting

Subsequent to previous Parish Council minutes and for information the following motion went to the Environment Policy Development Group on 11<sup>th</sup> July:

*“Motion 538 (Cllr Mrs J Roach – 1 June 2017)*

*Mid Devon District Council is concerned that the present level of grass cutting across the district is the subject of much criticism.*

*The Mid Devon District Council therefore resolves to urgently review;*

- 1. Whether the budget is sufficient and if it isn't to put forward a request to Council for a supplementary budget to meet the cost of providing an effective service.*
- 2. If it is impossible to provide extra funding then the Council should consider asset transfers to Parish Councils and/or individuals.*

*Taxpayers are now facing the second year of a grass cutting regime which leaves the grass uncut for long periods.*

*Please note: Having considered the above Motion the Policy Development Group are asked to consider whether this Motion should either be supported or rejected. This decision will be referred back to full Council on 30 August 2017.”*

Lack of verge cutting is an issue in Nomansland. Cllr Grant contacted Jason Moore and was told that volunteers would need to complete a City & Guilds course. The verges are supposed to be cut 4 times a year. **Cllr Heal** will ask Andrew Pritchard for clarification on the Thelbridge Parish Council areas that have been cut in the past and the cost of providing the same service in the future; there may be some mapping inaccuracies. The member of the public expressed concern regarding verge cutting, Eastwick Barton surface water is soakaway and last year the Ark flooded for the first time in its history, possibly due to ditches blocked by overgrown verges and hedges. Regarding ditches the **clerk** to invite Stephen Tucker to the next meeting and liaise with Cllr Squires. **Cllr Grant** and the member of the public to draw up a map of the Thelbridge PC verge cutting requirements in Nomansland and send to the

Clerk who will find out how much this would cost so the Council can consider paying for it for next year, subject to the outcome of the MDDC August full council report on this topic.

#### VII. Finance

- a) Current statement of accounts and most recent bank statements were presented.
- b) Approval of payments
  - i) HMRC £32.80
  - ii) Printing and postage expenses of £35.71
  - iii) Good Councillors' Guide £3.49 + p&p – it was decided not to buy these
  - iv) Welcome packs for new residents – these were not considered necessary
- c) View only internet access to the bank account for the Clerk – **resolved** that this should go ahead and the form was duly signed.

#### VIII. Public Rights of Way

There were objections to Definitive Map Modification Order 2012 for bridleway no. 15 Thelbridge and no. 14 Washford Pyne. The Order was submitted to the Planning Inspectorate earlier this year and they have decided that the Order will be determined by way of a public inquiry on 13<sup>th</sup> December at Cruwys Morchard Parish Hall, starting at 10:00. The modification was **noted**. **Cllr Heal** undertook to make enquiries with Devon County Council regarding the background to this modification order.

#### IX. Grant awards policy for discussion and agreement

Policy proposed by Cllr Gibson and seconded by Cllr Webber, the policy was **adopted**. **Clerk** to liaise with the burial grounds' contacts regarding future grants in light of the policy.

The Parish Hall Committee have obtained quotes for replacement kitchen units. Concerns were expressed about whether any changes would meet environmental health standards. The **Clerk** to research environmental health requirements. **Resolved** to back the TAP funding application subject to there being no issue with standards.

#### X. Expenses policy for discussion and agreement

Cllr Grant proposed, Cllr Gibson seconded. Policy **adopted** subject to removal of reference to councillors claiming expenses.

#### XI. Planning

**Decided since last meeting:**

- [Erection of a temporary agricultural worker's caravan](#)

Land at NGR 283175 113696 (Menchine Farm) Nomansland Devon  
Ref. No: 17/00557/FULL | Decision: Refuse permission

- [Erection of extension](#)

Westcott Witheridge Tiverton Devon EX16 8NX  
Ref. No: 17/00486/HOUSE | Decision: Grant permission

- [Erection of a barn to house flexible generation and energy storage plant with associated infrastructure, access, cable route and landscaping](#)

Land and Building at NGR 280066 113155 (Woodford Farm) Witheridge Devon

Ref. No: 17/00395/FULL | Decision: Refuse permission

**New applications pending decision:**

17/00951/LBC | Listed Building Consent for the replacement of 13 windows and 1 door | The Ark Nomansland Tiverton Devon EX16 8NW.  
The Council's view on this is neutral.

XII. Items for future agenda

- Communications strategy
- Complaints policy
- Health and safety policy
- Equal opportunities policy
- Budget for 2018-19

XIII. Future meeting dates for the forthcoming year were provisionally agreed, please note that with the exception of the first and last meetings, all other dates have been revised to fit in with other parish hall bookings:-

4<sup>th</sup> October 2017

6<sup>th</sup> December 2017 (budget setting for 2018/19)

7<sup>th</sup> February 2018

4<sup>th</sup> April 2018

16<sup>th</sup> May (annual meeting)

The meeting closed at 21:40

Signed W. K. Boundy (Chairman) Date 4<sup>th</sup> October 2017