

Shute Parish Council

Colhayne Close, Colhayne Lane, Shute nr Axminster Devon, EX13 7QQ

Parish Clerk - Carol Miltenburg

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The Councillors were summoned to attend a meeting Shute Parish Council to be held at Shute School on Thursday May 26th, 2016 starting at 7.15pm. The following matters were discussed.

Those present:- Cllrs Bill Marshall, Richard Orsman, John Pearce, Peter Rugg (Chairman), Ella Sweetland, Rick Wood, Andrew Moulding (DCC). Carol Miltenburg (Clerk). 6 members of the public.

Annual Meeting

The meeting started at 7.30pm.

- 1 Election of Chairman – Cllr Rugg was proposed by Cllr Marshall this was seconded unanimously and Cllr Rugg kindly agreed to continue in the role for a further year.
- 2 Election of Vice-Chairman – Cllr Marshall was nominated by Cllr Sweetland this was seconded unanimously and Cllr Marshall kindly agreed to continue in the role for further year.
- 3 Election of other Representatives. Trustees of Hitchcock Trust – Carol Miltenburg agreed to take over as secretary from Mrs Mary Thomas and Cllr Orsman agreed to become a trustee.; Planning Committee – It was agreed to continue with the established system of referral; Burial Ground Committee – Cllrs Orsman, Sweetland and Wood agreed to continue.

Parish Council Meeting

The meeting started at 7.45pm

1. Apologies for absence were received from Cllrs Magrane and Plowman. Mrs Morton sent her apologies.
2. Approval of Minutes of the last Parish Council Meeting and the annual meeting of 2015. Proposed by Cllr Marshall and seconded by Cllr Sweetland. Cllr Rugg signed the minutes.
3. Matters arising from previous minutes.
War memorial hand rail – Clerk to investigate any grants and get quote from R Lawrence. War memorial repairs to kerb stones – Clerk to get quote from Mr R Lawrence. Noticeboards at war memorial – Clerk to get quote for noticeboard with side opening doors. Queens birthday celebration It was noted there is an event at the school on 10th June. Motorcycle scrambling club will advise the Council of future events. The Clerk advised the habitation of a shed along the Roman Road had been investigated by EDDC.
4. **Public Forum.** Traffic in Shute - the Council were advised that it is hoped a community Speedwatch group can be set up and will need volunteers – Cllr Wood agreed to put this on the news e mail. Concern was expressed about the number of articulated lorries using the Shute Road especially at night. The Council noted the comments.

5. Finance

The Parish Council annual accounts and audit were unanimously agreed and approved by the Council and signed by the Chairman.

a) Section 1 (Governance statements); b) Section 2 (Accounting statements).

It was agreed to renew the Councils insurance with Came & Co for 2016/7 Proposed Cllr Marshall seconded Cllr Wood.

Payments agreed - Came & Co £276.49 (insurance); . Payments received £1,000 from Five Alive Community – annual Burial Ground 1st payment.

Clerks salary – The new national salary award for Parish Clerks the Council accepted the NJC salary award as advised by the Society of Local Council Clerks which is effective from 1/4/2016 and the scales valid from 1/4/2017.

6. Reports from Parish, District & County Councillors and Police

Emergency planning seminar. Cllr Marshall and the Clerk attended Cllr Marshall advised about the need to produce an Emergency Plan for the parish. It was felt it may be worth the Council considering providing a First Aid course that residents could attend. Police report – The Clerk read out the latest police crime report from PCSO Widger to the Council. Cllr Moulding advised about new events at DCC and was congratulated by the Council on his appointment as Chairman of DCC.

7. Burial Ground.

The charges and regulations as drawn up by the burial ground committee were approved. Proposed Cllr Marshall seconded Cllr Pearce. Clerk to circulate around local Funeral Directors. Clerk obtain sign showing where grass clippings are to be placed in the burial ground. EDDC Grounds maintenance & cleaning contracts – e mail noted by the Council. Burial Ground bank account – It was agreed to use the Councils dormant 3rd account for the burial ground with the name changed to “Shute Parish Council – Burial Ground account”. A letter of instruction to Lloyds Bank was signed. The Clerk confirmed the dates of a burial ground operation course which will take place in Ottery in September. The Council agreed to send the Clerk and Mrs Morton (Church Warden). Proposed Cllr Wood & Marshall.

8. Parishes Together

Kilmington – repair of Shute Beacon (already agreed). Colyton etc – Parish Lengthsman The Council did not feel that this would be a useful project to us. Cllr Moulding pointed out part of the money could be used to kit out our road team. This was to be discussed at the next meeting.

9. Correspondence

Letter from Mr Neil Parish MP re revised DCC division boundaries. Noted

10. Highway Matters

It was noted that cars for sale have been parked on the verge at Taunton Cross. The verge is owned by DCC. Clerk to ask for hedge to be cut by the Gatehouse in Shute, to chase the unfinished repairs at Lilylake with Mike Brown of DCC Highways. The information on road closures was noted. The Clerk reported that the blocked ditch in Whitford should now have been cleared. Letter from DCC re speeding through Seaton Junction a 40mph limit could only be introduced if there are a cluster of accidents.

11. Planning

Plans received with comment dates prior to the meeting:- The Forge, Shute, 16/0816/FUL – new oil tank Perry Cottage, Whitford 16/0862/FUL – 2 storey extension; Sunnyfields, Shute, 16/0908/FUL – shed and greenhouse (amended). Plans to be discussed:- 16/1072/LBC, 3 Shute House. All with no objections. The auction of Finchingfield in Shute was noted.

12. Any Other Business

Website domain name it was agreed the Clerk could purchase shuteparishcouncil.org.uk

Date, time & place of next meeting:- 30th June 2016 at Umborne Hall starting at 7.30pm