

EXBOURNE WITH JACOBSTOWE PARISH COUNCIL

A meeting of the Council was held on:

Wednesday 31st January 2018 at 8:00pm in the Village Hall, Exbourne

Councillors Present: Steve Blakeman (Chair), Adam Hedley (Vice Chair), Kirk England, Rose Williams and John Guy

Parish Clerk: Zena Tett

Also in attendance: 2 members of the public

Business Transacted

98. **Welcome:** Cllr Blakeman welcomed everyone to the meeting.

99. **Apologies for Absence:** Cllrs Lawson and Cobb and Borough Councillor Lois Samuel

100. **Minutes of the Last Meeting:** the minutes of the meeting held on 29th November 2017 were agreed and signed as a true and accurate record, proposed by Cllr Hedley, seconded by Cllr England, all in favour.

101. **Declarations of Interest:** None

102. Public Speaking Time

102.1 Sally Hordern reported that The Burrow have been awarded the Rural Cooperative Award for the South West for the work they do for the community. The Clerk was asked to update the Council's website stating The Burrow is an underground community shop, café and post office and mention the award. **Action Clerk**

102.2 The owner of Meadow View Farm spoke about his planning application. He explained WDBC hadn't lodged the paperwork correctly in the appeal concerning his original application, meaning appropriate business records had not been taken into account. He also said that his new application was entirely in line with guidance given by the local authority.

103. Borough Councillor Report

B.Cllr Samuel was not present, however, she forwarded the following report:

103.1 West Devon Borough Council is looking at a much tighter budget this year due to cuts in central government funding. The Hub Committee at the Council will be considering its budget for next year on 6th February before it is approved at full Council on 20th February 2018. Cllr Philip Sanders, Leader of West Devon Borough Council explains the following in the local press this week: "We knew this day was coming. Even if we had agreed to create one new Council with South Hams, we knew that the budget for 2018/2019 was going to be tight and we would have to make some cuts. To date we have managed our budget well by reducing costs, sharing our staff with South Hams District Council to create one work force, our transformation programme T18 has saved us £1.6 million a year, including the introduction of better, smarter ways of working. But we have cut our cloth so thin that there are now very limited opportunities for making further efficiencies. It's time to take a realistic look at the non-statutory services we provide and start cutting those." Statutory services in West Devon (these are services that the Council has to provide) include, recycling and waste, licencing, planning, environmental health, looking after the homeless and collecting Council Tax and benefits rates. Non-statutory Services in West Devon, (these are services which the council currently provides, but is not required to provide by law) include, public toilets, grant funding and maintenance of public open space. These changes will be felt the most by our partners and the community groups that we offer grant funding to.

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- 103.2 The Council has approved setting up a Community Lottery which will be launched later in the summer and it is hoped that this will help our partners and community groups to access further funding from the Lottery in the future. We can increase the proportion of Council Tax that we collect from our residents, but we are limited to only increasing it by 2.99% (£6.52) on a band D property to £224.91 for 2018-19. This does not solve our problems. A 1% increase in Council Tax only generates an extra £44,000 in Council Tax income for the Borough Council. We will continue to look at ways that we can generate an income for ourselves, so increasing fees and charges is one way. We are also investing money in commercial property to generate an income. But these proposals will not be enough in the long term to solve our budget problems where the Council is facing a £0.9m funding gap by 2020/21 and £3.4 million over the next 5 years.

104. Matters Arising

- 104.1 Neighbourhood Plan
Cllr Hedley reported the Neighbourhood Plan Group are currently reviewing and providing feedback on the draft policy intents and example policies that their consultant has prepared for the Neighbourhood Plan.
- 104.2 Street Lighting
Cllr England reported his contact at the Highways department is currently too busy to deal with the Parish Council's request. In the meantime, he will approach Cllr James McInnes to see if he can offer any assistance. **Action Cllr England**
- 104.3 Queens Commemoration
Cllr Williams has contacted various publishers concerning a small book of commemoration and been advised nothing appropriate is available at the moment but hopes there may be in the not too distant future. Cllr Williams will notify the Clerk when to put this item back on the Agenda. **Cllr Williams**
- 104.4 Devon Air Ambulance Trust
Cllr Williams still waiting to hear whether Western Power will be able to connect the required electrical supply and the costs that would be incurred. Deferred to the next meeting. **Action Clerk**
- 104.5 Parish Council Meeting Dates
The Clerk has received a formal request from the Village Hall Committee asking the Parish Council if they would be prepared to change future meetings dates to the last Tuesday of the month. Councillors agreed to the change of the meeting dates commencing after the AGM meeting which takes place on 30th May 2018. Proposed by Cllr Williams proposed, seconded by Cllr England, all in favour. Clerk to notify the Village Hall Committee. **Action Clerk**
- 104.6 SuperLink Meeting
Deferred to the next meeting. **Action Clerk**

105. New Items

- 105.1 The Pump in Duck Lane
The Clerk has received an anonymous letter from residents of Exbourne bringing the Parish Councils attention to "the detritus piled around the pump in Duck Lane". They feel it damages the look of the historic lane as does the amount of rubbish piled up outside Holmeswell. In addition, there were concerns that a car is parked almost permanently in the passing place opposite the Orchard in Duck Lane. Cllr Blakeman advised Councillors he had discussed these issues with the resident in question, who had agreed to tidy around the pump. With regards the location of the parked car, the resident felt this was not causing an obstruction and entirely permissible. Councillors felt there was nothing further they could do in relation to this matter and thought if the anonymous residents wished to take this matter further then they could contact Devon County Council's Highways department directly.
- 105.2 Village Hall Projector
The Village Hall Committee have asked the Parish Council if they would benefit from the use of a projector. Councillors agreed that at this stage, it was unlikely they would

528

make regular use of a projector, however, occasional use may be beneficial. Clerk to notify the Village Hall Committee of its response. **Action Clerk**

105.3 Provision of Sandbags and Sand

Councillors have been asked by West Devon Borough Council what provision of sandbags and sand the Parish currently maintains and whether any further immediate provisions would be required. The Clerk was asked to put up a public notice that WDRC may be able to provide sandbags and that, if any parishioners required them, to make contact with either the Clerk or a Parish Councillor. **Action Clerk**

105.4 Maintenance of Parish Assets

In previous meetings Parish Councillors had discussed the types of base that could be used for the bench on Duck Lane and Cllr England had reported he may have a steel beam available. Unfortunately, the beam was not galvanised and so would not be suitable. Cllr Blakeman had not made any further progress with the alternative base so it was decided to defer this item to the next meeting. **Action Clerk**

105.5 Play Area Inspections

The RoSPA Play Safety Team have forwarded a quotation for the inspection of play equipment. Cllr Williams will check whether the School and the Playing Field Committee already carry out regular safety inspections. **Action Cllr Williams**

106. Planning

106.1 2281/17/FUL: Waterhouse Farm for extension to existing converted barn to form self-contained dwelling

Comments: The Parish Council would not object to the removal of the holiday restriction but feels the extension is overly large and doesn't maintain the character of the original barn and feels the extension is unnecessary in this instance.

Decision: Object

Proposed by Cllr Guy, seconded by Cllr Hedley, all in favour. **Action Clerk**

106.2 4258/17/HHO & 4259/17/LBC: Pooks Cottages for listed building consent and householder application to rebuild and extend rear ground floor extension to provide larger kitchen

Comments: The Parish Council feels the extension appears relatively small in scale and in keeping with the character of the building.

Decision: Support

Proposed by Cllr Hedley, seconded by Cllr Williams, all in favour. **Action Clerk**

106.3 3258/17/FUL: Meadow View Farm for proposed rural workers temporary dwelling

Comments: No objection provided the applicant proves there is a genuine agricultural need.

Decision: No Objection

Proposed by Cllr England, seconded by Cllr Williams, all in favour. **Action Clerk**

106.4 1987/17/FUL: Hayfield House – re-advertisement of amended site, design and parking arrangements for erection of 2 storey bedroomed house, a separate single garage and parking for 2 vehicles – this item was not discussed as the application had been withdrawn by the applicant.

106.5 Harvest Farm Shop: New Premises Licence Application

Comments: No Comment

106.6 To discuss any other planning matters which have arisen between the date of the Agenda and this meeting:

106.6.1 Variation to Premises Licence – Shell, Okehampton

Comments: No comment

106.6.2 New Premises Licence – Stannary Brewing Company, Tavistock

Comments: No Comment

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107. Clerks Report

107.1 Correspondence

The Clerk has distributed various correspondence/newsletters to Councillors since the last meeting. The following correspondence were noted/reviewed/discussed:

107.1.1 DCC: Parish & Town Council Conference Presentation

107.1.2 Devon Community Resilience Forum Newsletter December 2017

107.1.3 WDBC: Consultation on the Local Government Finance Settlement for 2018/19

107.2 Parish Clock

The Parish Clock has been miss-chiming on the "Quarter Hour". The Clerk has been notified the Clock will be disabled from chiming until an engineer from Smith of Derby attends. Clerk to contact Smith of Derby. **Action Clerk**

107.3 Training

Cllr Guy will be attending a New Councillors Short Course on Tuesday 6th February 2018 at a cost of £30.00. Clerk to book a place on a separate Course for Cllr England.

Action Clerk

107.4 Parish Paths Partnership Annual Grant

The Parish Council is able to bid for funding from the Parish Path Partnership Annual Grant Scheme which is based on the mileage of rights of way in the Parish. It is a basic grant designed to cover work such as basic repairs to stiles, gates and signposts, strimmer maintenance, small areas of vegetation clearance and volunteer's expenses. The Parish can also apply for a grant for any planned works that will not be covered by the basic grant such as replacing small bridges, stiles with gates or organising the Parishes own vegetation cutting. However, after a brief survey of the Parish, the P3 Coordinators have advised that only minor works need to be carried out and no further funding would be required for the coming year. The Parish was granted £100 in April 2017 and once the P3 Coordinators have been paid there will be £0 remaining.

108. Councillors Reports and Items for Future Agenda

108.1 Cllr Blakeman

ATTENTION ALL DOG OWNERS – PLEASE KEEP YOUR DOGS UNDER

CONTROL: There have been recent concerns about dogs worrying sheep in fields, especially this time of the year when there are young lambs around. There has been an incident recently where dogs have been seen chasing sheep in the fields behind Copper Beeches, which is unacceptable. Exbourne and Jacobstowe are both rural locations which have plenty of areas to exercise dogs without the need for these animals to be allowed to roam in fields off the leash which can potentially lead to the killing/maiming of livestock. The Clerk was asked to put a notice in the Parish Pump and notice boards. **Action Clerk**

109. Finance

109.1 Payments for Approval

The following costs were approved by the Parish Council.

109.1.1	Clerks Salary	£456.00
109.1.2	HMRC	£114.00
109.1.3	Clerks Expenses	£38.00
109.1.4	M Weeks: AVG Antivirus Software	£79.99
109.1.5	Citizens Advice Bureau: Minutes ref 94.1.14	£100.00
109.1.6	P3 Coordinator: Tim Laws	£50.00
109.1.7	P3 Coordinator: Steve Attfield	£50.00
109.1.8	The Burrow: NP Meeting	£15.00

Proposed by Cllr Williams, seconded by Cllr Guy, all in favour. **Action Clerk**

109.2 Review the Bank Balance

The balance as of 15th December 2017 statement was £12,069.64. Outstanding payments, including the cheques above, amount to £902.99, giving the Parish an actual balance of £11,166.65 when these transactions have gone through.

513

109.3 Review of the Budget

Cllr Hedley circulated a proposed budget for the 2018/19 precept in advance of the meeting. Cllr Williams asked if a reserve could be created in the budget to allow for Lengthsman Works, as the Council was no longer able to apply for TAP funding to cover such work. After some discussion, it was agreed that the precept would need to increase slightly this year to allow for this as well as the 'Council's normal expenditure. Cllr England proposed the precept and Council Tax Support grant funding requirement for 2018/19 be set at £5,277, this was seconded by Cllr Williams, all in favour. **Action Clerk and Cllr Hedley**

110. **Date of Next Meeting**

The next meeting of the Council was confirmed as Wednesday 28th February 2018 to be held in the Village Hall, Exbourne.

With no further business, the meeting closed at 9:15pm

SIGNED AS A TRUE RECORD:  (Chair)

NAME: DATE: 28 Feb 2018