

Chelbridge Parish Council

Minutes

February 7th, 2018

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

Present: Cllrs Boundy (Chairman), Ford, Gillbard, Grant, Webber, Cllr Binks (MDDC), Squires (DCC & MDDC)

Apologies: None received

I. Public forum

No members of the public were present.

II. Approval of minutes from last meeting

The minutes for 6th December 2017 were signed as a correct record.

III. Declarations of interest

Cllr Grant with respect to a personal connection to planning application 17/02039/FULL.

IV. Report by Cllr. Margaret Squires (Devon County Council & Mid Devon District Council)

Eastern urban extension to Tiverton junction is progressing and funding has been granted for a northern exit on the A361 and junction improvements at Collumpton.

Having taken specialist legal advice, Mid Devon District Council previously requested an adjournment of the initial Local Plan Hearings that were due to take place in September 2017, leading to a delay in the planned timetable. This independent assessment is now complete and the Council is to consider the findings of this assessment and next steps for the Local Plan Review at meetings of the Cabinet on 9 February 2018 and Council on 21 February 2018. The new Local Plan is currently with an independent Planning Inspector to examine the Local Plan and all comments received.

V. Report by Cllr. Judi Binks (MDDC)

Nothing to report within the parish.

VI. Clerk's Report

The Data Protection Policy, Information Charter and Communications Strategy have been published on the website.



The precept request form has been submitted.

The Council has received an email thanking them for the grant towards improvements of the Parish Hall kitchen, which has now been completed.

A webinar was provided by the new external auditors, PFK Littlejohn, on 23rd January. They have a five year contract and will be auditing more than 8,800 authorities; of these around 3,500 would not be eligible for exemption. As previously agreed, an exemption certificate will be completed; this can only be done after the end of the financial year and must be done by 11th June. Failure to complete the required forms will result in a chase letter, which will be charged at £40 plus VAT for each letter. Last year we were part of a randomly selected sample of 5% that were required to provide more information; the council will be excluded from future sampling exercises subject to an exemption certificate being provided each year. Should the gross income or expenditure exceed £25,000 then exemption would not be an option. There is no change to the requirement to complete the annual return and publish it by the 1st July at the latest, advertise the public rights dates and publish the internal audit report. At the last meeting it was agreed to complete an exemption from external audit certificate; this will need to be reaffirmed at the April meeting after the year end accounts and internal audit report have been reviewed.

MDDC are running a planning course at Tiverton – 28th March, Phoenix House, 6.00pm to 8.00pm, which covers:

1. Understanding Planning and Enforcement (helping you to make effective comments on planning applications).
2. Understanding the Sec 106 process.
 - a. How we collect the money
 - b. The difference between general and pooled money
 - c. How the money can be spent and by whom
3. Identify topics for future training

DALC are also running a course on planning on 26th April, 18:30 - 21:00 in Exeter at a cost of £30; if anyone would like to attend either course please inform the clerk by **28th February**.

The Planning Inspectorate's decision after the December public inquiry into the proposed new bridleway has yet to be published.

As discussed at the last meeting, the PROW officer regarding the P3 (Parish Paths Partnership) scheme has been invited to attend the annual meeting and has accepted.

VII. Finance

- a) Current statement of accounts, most recent bank statements and budget monitoring were considered and approved. It was noted that the expected overspend on room hire will not now occur.

- b) The VAT reclaim of £19.80 for the calendar year 2017 was credited to the bank account after the statement of accounts was provided with the agenda.
- c) Approval of payments:
 Printing and postage fourth quarter expenses £23.70
 SLCC webinar on GDPR £30 + VAT
- d) Councillors' allowances - following a request from Cullompton Town Council the Independent Remuneration Panel recently met to review the Town and Parish Allowances Scheme. The Panel were unable to justify an increase in their recommended scheme of allowances but have brought the scheme up to date linking it to the current Basic Allowance for District Councillors. The maximum recommended for Thelbridge Parish Council councillors is £49 p.a. Councils do not have to adhere to the recommended scheme and can set their own allowances (or opt not to pay any allowances at all) but they do have to have had regard to the IRP's recommendations. It was **resolved** that the councillors will continue to decline receipt of an allowance. This decision to be reviewed at the next budget setting exercise.
- e) Review effectiveness of financial controls – the internal audit report was considered on 4th October and it was confirmed that all appropriate actions had been taken. Procedures were reviewed with regard to the questions in the Annual Governance Statement and it was **resolved** that the current arrangements met the requirements.
- f) It was **resolved** that the same internal auditor as last year should be used for the 2017/18 accounts.

VIII. The updated MDDC Town and Parish Charter was considered as an information item.

IX. Highways

The Highways Officer was asked for an update on Westway Cross on 2nd January, was chased on 9th and again on 29th, which then also included the collapsed roadside near the bridge between Henceford Cross and Milbarn Cross, but no reply has been received. Cllr Squires is meeting with Highways on Friday to raise her concerns regarding their ability to record and update on fault reports.

X. Annual Meeting – an agenda was agreed and an item to include in the newsletter was suggested.

XI. Planning

Applications pending decision:

Erection of a timber framed barn with 2 stable boxes and fodder/bedding store
 Land at NGR 280946 113552 (Bowthorpe House) Witheridge Devon
 Ref. No: 17/02039/FULL | Status: Awaiting decision
 It was **resolved** to support this application.

Erection of a livestock building and manure store
Land and Buildings at NGR 28118 112162 Woodington Farm Witheridge
Devon
Ref. No: 17/01999/FULL | Status: Permitted (since agenda was issued)

Appeals pending decision:

Erection of a temporary agricultural worker's caravan
Land at NGR 283175 113696 (Menchine Farm) Nomansland Devon
Ref. No: 17/00557/FULL

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

XII. Items for future agenda


- Health and safety policy
- Equal opportunities policy

XIII. Date of future meetings all starting at 19:30 in the Thelbridge Parish Hall:

4th April 2018

16th May 2018 (annual meeting)

The meeting closed at 20:45

Signed..........(Chairman) Date...4th April.