

Minutes of a Meeting of Exbourne with Jacobstowe Parish Council held on Wednesday 28th October 2015 at 19.30 in the The Village Hall, Exbourne.

86. Those present

Cllr M. Luxton (Chairman)
Cllr S. Blakeman
Cllr B. Cobb
Cllr T. Foster
Cllr A. Hedley

There were no members of the public present.
Dilys Lord, Strategic Locality Officer at West Devon Borough Council was present.

The chairman welcomed Dil Lord, who was at the meeting to give a presentation on the new Locality Service.

This new service began in June 2015. WDBC has undergone major change and has had to find ways to save money now the austerity measures have hit. Rather than have three personnel from three different departments visiting a parish they now have the Locality personnel who can do all three jobs. They can put up planning notices for a planning application, sort out any problems with refuse or recycling collections, carry out street cleaning, problems with dogs etc. Sidney Easton is the Mobile Locality Officer for Exbourne and Jacobstowe.

The chairman asked her about the planning department. She explained there have been a lot of changes within the department, but it is starting to come together.

Dog fouling – the Locality Officers are in the process of being authorised to give out fixed penalty notices (this will also apply to dropping litter). The Locality Officer is also authorised to pick up a stray dog.

Dil hopes to visit the Burrow once every 4-6 weeks. Cllr Blakeman asked her if they have a service standard (how soon a response should be made to a communication). She said that a written complaint should receive a response within 7 days, but she stated that she likes to respond to queries as soon as she can.

The chairman thanked her for attending the meeting. She then left the meeting.

87. Apologies for absence – Cllr Mrs. R. Williams has sent her apologies as she is away. Cllr Lawson has sent his apologies owing to work commitments. These apologies were accepted. Cllr Lois Samuel had sent her apologies as she is away.

88. Declarations of interest – Cllr Hedley declared an interest in item 9.1 as he is project leader of the Neighbourhood Plan Group.

89. Minutes of the last meeting

Cllr Blakeman proposed that the minutes of the last meeting be signed. This was seconded by Cllr Foster. The chairman signed the minutes.

90. Matters arising from the last meeting

90.1 Dilys Lord, Strategic Locality Officer at West Devon Borough Council, is attending to give a brief presentation on the new Locality Service.

See above.

90.2 Report by Borough Councillors – neither of the Borough Councillors were present.

90.3 Neighbourhood Plan update

Cllr Hedley stated the Neighbourhood Plan Group should have the approval for the Designation of the Area for the Neighbourhood Plan at the end of the week.

There has been a pretty good response to the questionnaire (just over 90 received). The group will now start analysing the responses and see what issues arise.

The Neighbourhood Plan content for the website is complete just waiting for the web site to go live.

Conservation Area – Cllr Hedley has received an email from Mike Brady, who was told verbally by Cllr Hedley that the parish council supported his work on the Appraisal. He would like to receive formal confirmation from the parish council that they support the work he is undertaking.

It was agreed that the clerk should write to him and inform him that the parish council supported the work he is doing and invite him to a meeting to discuss what he done to date. Ask Mr. Brady to provide the members of the council with an up to date version of the work he has done prior to this meeting.

Cllr Blakeman stated that it is very difficult to gain control over the types of windows that homeowners install into their properties. You can obtain an Article 4 Directive, but only a few of these have been obtained across the country. The Conservation Area is often misunderstood it is not a museum, but it is designed to retain the character or enhance it.

90.4 Parish Council website – Cllr Williams is not present. The chairman stated he understood that the clerk would prefer to operate the website with the new computer. The clerk confirmed this was the case as the current computer can be very slow at times.

90.5 Purchase of parish council computer for use by the clerk

Cllr Williams is not present.

90.6 Code of Transparency Grant Funding

The clerk had contacted DALC, who confirmed the parish council could submit an application. As the first cut off date for an application was 14th October it was felt it would be advantageous to get an application in. An application for £479.04 (computer, scanner/printer, mouse, Microsoft Office). The money should be paid at the end of October or in November. Once the money is received then the council can proceed with the purchase of the equipment.

90.7 Cutting of grass and clearing of car park at Little Ellicroft Meadow – Cllr Cobb stated the contractors are still in Little Ellicroft Meadow, but the grass has been cut. It was stated that there was a branch hanging down just past the Playing Fields Cllr Cobb was asked to ask his son to attend to it.

90.8 Traffic issues around the primary school – the clerk has emailed PCSO Drake to ask if she could visit the village now the school term has started. She replied stating she was in Exbourne on the morning of 7th October and it was busy. PCSO 30697 Charlie Fewings is to be the new PCSO for Exbourne so we now have her contact details.

90.9 Councillor's emails addresses – the clerk apologised this item should have been deleted.

90.10 Internal Auditor – the clerk has spoken with Jill Hicks, who audits North Tawton Town Council's accounts, and she will do the audit next year. The clerk to write to Fiona and thank her for carrying out the audit.

91. New Items

91.1 Signing up to the Public Sector Mapping Agreement (connected to the Neighbourhood Plan) – Cllr Hedley explained that this is a mapping service that West Devon Borough Council offers to parish councils, but the council needs to register with Ordnance Survey. Registration is free, but the council may need to pay for maps it needs later on. It was unanimously agreed to proceed with registering.

91.2 Donation to Royal British Legion – the clerk informed the council that last year a donation of £75 was made. Cllr Cobb proposed that a donation of £75 be made again this year. This was seconded by Cllr Foster.

91.3 Clean the war memorial prior to Remembrance Sunday – The chairman and Cllr Blakeman will meet at 10.30 Saturday morning to clean the memorial. Anyone else able to attend will be welcome.

91.4 Development Management consultation arrangements – an email has been received from the Borough Council. The weekly list will now be sent out a week in arrears to allow time for documents to be uploaded onto the website. Though there is no statutory requirement to consult with parish councils on prior notifications and prior approvals councils will be notified through the weekly list. They intend to cease sending out paper copies, but at the moment they are experiencing problems with the planning search function on the website so will send out paper copies for the time being. It is their intention to move to paper free consultation and they will keep parish councils informed so they have time to prepare.

91.5 Request from Okehampton District Community Transport Group for funding – it was agreed not to make a donation at this time.

91.6 Request from Tavistock and District Local Transport Partnership for funding – it was agreed not to make a donation at this time.

91.7 Okehampton Times Reporter – Margaret Weeks has stepped down as reporter for Okehampton Times as they have not printed any Exbourne news for three weeks. She is still prepared to do the parish council minutes for the Parish Pump and North Devon Journal if the council wishes her to. The council unanimously agreed that they would be very grateful if she would continue to do the minutes for those publications.

92. Matters arising from circulated correspondence (info only)

There was none.

93. Parish Paths Partnership (P3)

An email has been received from Sampford Courtenay Parish Council explaining they made a successful TAP Fund application to update their footpath maps. They have been approached by Winkleigh Parish Council for help in doing theirs and then wondered if the neighbouring parishes could create a network of footpaths based on the Devon Heartland Way. The clerk to reply stating the parish council would be interested in attending a meeting to discuss the idea further.

94. Planning

94.1 Applic No. 00976/2015 Yearnswell, Exbourne – householder application for a side extension. Discuss at meeting.

The council discussed the application. Cllr Blakeman proposed that the council supported it. This was seconded by Cllr Cobb and agreed by all.

94.2 Applic No. 00987/2015 Land at Ngr SX 590990, Okehampton – Full application for erection of new agricultural livestock building and siting of a temporary agricultural workers dwelling. Discuss at meeting.

The council discussed the application. Cllr Blakeman proposed that the council comments that they are aware that this land was originally part of a larger holding, which had several dwellings, but if West Devon Borough Council is satisfied that there is a genuine need for the temporary agricultural workers dwelling then the parish council supports the application. This was seconded by Cllr Cobb.

95. Finance

95.1 Invoice from The Burrow for the printing of the Neighbourhood Plan questionnaire - £35.00

Cllr Blakeman proposed that this invoice be paid. This was seconded by Cllr Foster. A cheque was signed.

95.2 Details of balance at bank – the clerk apologised, but she has realised that she had not picked up the folder with the bank statements in.

96. Matters at the discretion of the Chairman

96.1 The clerk reminded the council there were still funds set aside for highways work in the parish.

96.2 There will be a Highways Surgery on 24th November 10am to 12noon in the Ockment Centre, Okehampton. The chairman stated he would try and attend.

96.3 Cllr Blakeman informed the council of the repairs carried out to the village hall.

96.4 The chairman stated he has received a letter from the clerk's accountants informing him that her income as clerk has been declared.

The next council meetings are:

Wednesday 25th November 2015 at 8.00 p.m. – venue Exbourne Village Hall

The parish council does not hold a meeting in December.

Wednesday 27th January 2016 at 8.00 p.m. – venue Exbourne Village Hall

Wednesday 24th February 2016 at 8.00 p.m. – venue Exbourne Village Hall

(Time and venue subject to change depending on whether there is a speaker and the availability of The Vestry at Jacobstowe Church)

The chairman closed the meeting at 9.03p.m.