

**Minutes of a Meeting of Exbourne with Jacobstowe Parish Council held on Wednesday 30<sup>th</sup> September 2015 at 20.00 in the The Village Hall, Exbourne.**

**75. Those present**

**Cllr S. Blakeman (Chairman for this meeting)**  
**Cllr. U. Lawson**  
**Cllr T. Foster**  
**Cllr A. Hedley**

**Cllr Lois Samuel, Borough Councillor for the Exbourne Ward, was present.**

**There were no members of the public present.**

With the chairman and vice-chairman both absent the first item of business was to elect a chairman for the meeting. Cllr Lawson proposed Cllr Blakeman and this was seconded by Cllr Foster. There were no other proposals. Cllr Blakeman took the chair and signed the declaration of acceptance of office.

**76. Apologies for absence –** The chairman, Mike Luxton, and Vice-Chairman, Rose Williams, have sent their apologies as they are away. Cllr Cobb has sent his apologies owing to work commitments. These apologies were accepted.

**77. Declarations of interest –** Cllr Blakeman declared a personal and prejudicial interest in item 8.1 (minute ref 83.1) as he is the agent for the applicant. Cllr Hedley declared an interest in items 4.4 and 9.2 (minute refs 79.4 and 84.2) as he is project leader of the Neighbourhood Plan Group.

**78. Minutes of the meetings held on 26<sup>th</sup> August and 9<sup>th</sup> September.**

Cllr Hedley proposed that the minutes of the meeting held on 26<sup>th</sup> August be signed. This was seconded by Cllr Foster. Cllr Foster proposed that the minutes of the meeting held on 9<sup>th</sup> September be signed. This was seconded by Cllr Lawson. The chairman signed the minutes.

**79. Matters arising from the last meeting**

**79.1 Report by Borough Councillors –** Cllr Samuel asked if the Cllrs had seen the email from Sampford Courtenay Parish Council regarding the service being delivered by the Planning Department and the decision not to consult on Prior Notification Change of Use applications. Cllr Samuel has spoken to the Chief Executive, who has contacted Sampford Courtenay Parish Council.

Cllr Samuel explained that if the parish council wishes to continue to view the Prior Notification change of use applications then they should email WDBC and inform them of this.

WDBC are going to be getting extra staff to sort out planning issues. The main problem area is validating applications.

Cllr Samuel asked if the council were aware of funding for a computer (Code of

Transparency). The council has received information about this funding, but Cllr Samuel will email the clerk with details.

Cllr Samuel asked if the council had met their Locality Officer yet? A couple of the Cllrs had met him. Cllr Samuel will get the contact details and the clerk will contact him and see if he would be able to come to either the October or November meeting.

### **79.2 Neighbourhood Plan update**

Cllr Hedley explained that the application for Designation of the Area for the Neighbourhood Plan has been submitted and there is a public consultation on this until October 23<sup>rd</sup>. Everyone in the parish of Exbourne should have received a questionnaire. There are drop off boxes in the Red Lion and The Burrow. There will be a period of analysis to study the responses once they come in.

The group is currently working on the evidence base for the Neighbourhood Plan. Cllr Hedley explained he has contacted the consultant who is working on the North Tawton Neighbourhood Plan and it is hoped that he will come to a meeting of the Exbourne Neighbourhood Plan Group and speak to them.

**79.3 Insurance Cover for members of the Neighbourhood Plan Group** – the clerk had contacted the Insurance Company regarding this. The council has received assurance that as long as the members of the Neighbourhood Plan Group are undertaking the work on behalf of the parish council then they will get automatic cover under the Employers' and Public Liability Insurance sections.

They recommended that a basic risk assessment for the survey activity be carried out. This has been done and a copy retained for council records.

**Cllr Lois Samuel left the meeting.**

### **79.4 Request from Neighbourhood Plan Group for the council to pay for the printing of the questionnaires. The best quote received is for up to £40 from The Burrow.**

Cllr Hedley confirmed that the actual cost is £35. He had declared an interest in this item and took no further part during the discussion of this agenda item.

Cllr Foster proposed that this amount be paid. This was seconded by Cllr Lawson.

**79.5 Parish Council website** – Cllr Williams is not present.

### **79.6 Purchase of parish council computer for use by the clerk**

Cllr Williams is not present. The information regarding the Code of Transparency Grant Funding has been circulated. It is possible for councils to make applications to cover the costs of a computer, scanner and website in connections with complying with the Code of Transparency. It was agreed that the clerk should investigate further and contact DALC.

**79.7 Cutting of grass and clearing of car park at Little Ellicroft Meadow** – Cllr Cobb was not present.

**79.8 Traffic issues around the primary school** – the clerk has received a response from Mrs. Gilbert at the school. They have put a note in the newsletter asking parents to be considerate when parking to drop off/pick up their children. They have asked staff to ensure

children are released promptly from class so parents are parked on the road for a short length of time.

The clerk to email the PCSO and enquire if she has visited the location now the term has started. Cllr Foster suggested visiting between 15.15 and 15.40.

The council felt there was not much more they could do at this time, but wait and see what comes out of the Neighbourhood Plan.

**79.9 Councillor's email addresses** – Cllr Hedley has looked at the easyspace website and it is going to cost more to have an extra email address so leave for the time being.

**79.10 Purchase of Parish Council computer for use by the clerk** – the clerk apologised this is an error.

**79.11 Internal Auditor** – the clerk has contacted Ken Abrahams, who is not able to take on any more councils. She has left a message with Jill Hicks, who does the internal audit for North Tawton Town Council.

## **80. New Items**

Cllr Foster mentioned the possibility of some funding for the village hall as there is mention in the Northern Links notes of a Dartmoor Community Fund. The clerk asked to ascertain whether the fund just applies to Dartmoor Parishes.

## **81. Matters arising from circulated correspondence (info only)**

There was none.

## **82. Parish Paths Partnership (P3)**

Nothing to report.

## **83. Planning**

**83.1 Applic No. 00851/2015 Old Rectory, Exbourne – householder application for the demolition of the existing garage and meeting room and construction of garage and home office/studio extension and associated works. Discuss at meeting.**

The council is not aware of any objections to this application, which was discussed. Cllr Lawson proposed that the council supports the application. This was seconded by Cllr Foster and agreed by all.

**83.2 Applic. No. 00579/2015 Land to the rear of Copper Beeches, Exbourne – outline application with all Matters reserved for 10 dwellings. Permission refused.**

**83.3 Applic No. 00688/2015 Parade Cottages, Duck Lane, Exbourne – works to trees in a Conservation Area for the removal of 2 Leyland Cypress from the front garden of 1 Parade Cottages, Exbourne. Works to trees in a Conservation Area allowed – No TPO made.**

**83.4 Applic No. 00659/2015 Riverstone Farm, Exbourne – Prior Approval for change of use of agricultural building to dwelling. Prior approval given.**

**83.5 Applic. No. 00716/2015 Courtney View, High Street, Exbourne – conversion of building used for storage to dwelling. Granted conditional consent.**

**83.6 Applic No. 00728/2015 Proposed agricultural building at SX258884, N99795, South Dornaford Farm, Jacobstowe – erection of agricultural general purpose/livestock building. Prior Approval – No objection.**

**83.6a Applic No. 00661/2015 14 Sand Park, Jacobstowe – proposed erection of single storey rear extension.** This is a prior notification application so there was no consultation with the parish council. WDBC have no objection.

#### **84. Finance**

**84.1 Invoice from Exbourne Village Hall for hire of hall for council meetings - £135.00**

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

**84.2 Invoice from Exbourne Village Hall for hire of hall for Neighbourhood Plan Group Meetings - £60.00**

Cllr Hedley had declared an interest.

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

**84.3 Invoice from clerk for wages and expenses - £354.74**

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

**84.4 Received from WDBC the remainder of the precept - £2529.50**

**84.5 Review of budget** – this was discussed and there are no areas of concern. The clerk pointed out that the £60 coming out of General Reserves is for the hire of the hall for the Neighbourhood Plan Group meetings.

**84.6 Details of balance at bank** – no new bank statement has been received. The bank balance as at 11<sup>th</sup> August 2015 was £11457.78. From this total an outstanding cheque for £35.08 needs to be deducted and the cheques signed this evening for £135.00, £60.00 and £354.74. The receipt of the remainder of the precept needs to be added. This brings the balance to **£13,402.46**.

There are still the sums of £400 for the lengthsman, £300 for wi-fi (both from TAP funds) and £500 towards the external decoration of the village hall allocated, but not yet spent.

#### **85. Matters at the discretion of the Chairman**

**85.1** Cllr Lawson mentioned the lack of Broadband in Jacobstowe.

**85.2** An email has been received from Margaret Weeks regarding the overgrown vegetation from Court Barton northwards. Some has been trimmed, but can the council contact the other landowner please? Cllrs felt the trimming had been done and this problem has been addressed.

**85.3** The clerk mentioned the venues have been confirmed for the Parish and Town Council conference. 14<sup>th</sup> October – Ashill Village Hall and 21<sup>st</sup> October Bradford and Cookbury Village Hall. Cllr Luxton had expressed an interest in attending depending on location.

**85.4** Cllr Foster has given his apologies for November 25<sup>th</sup> and January 27<sup>th</sup>.

The next council meetings are:

Wednesday 28<sup>th</sup> October 2015 at 8.00 p.m. – venue Exbourne Village Hall

Wednesday 25<sup>th</sup> November 2015 at 8.00 p.m. – venue Exbourne Village Hall

The parish council does not hold a meeting in December.

Wednesday 27<sup>th</sup> January 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 8.55 p.m.