

EXBOURNE WITH JACOBSTOWE PARISH COUNCIL

A meeting of the Council was held on:
Wednesday 27th September 2017 at 8:00pm in The Village Hall, Exbourne

Councillors Present: Steve Blakeman (Chair), Adam Hedley (Vice Chair), Lizzie Batson and Kirk England

Absent: Cllr Cobb

Parish Clerk: Zena Tett

Also in attendance: 1 member of the public

Business Transacted

58. **Welcome:** Cllr Blakeman welcomed everyone to the meeting.
59. **Apologies for Absence:** Cllrs Williams and Lawson and Borough Councillor Lois Samuel
60. **Minutes of the Last Meeting:** the minutes of the meeting held on 30th August 2017 were agreed and signed as a true record, proposed by Cllr Hedley, seconded by Cllr England, all in favour.
61. **Declarations of Interest:** None
62. **Public Speaking Time:** None
63. **Borough Councillor Report**
64. **Matters Arising**
- 64.1 Neighbourhood Plan
Cllr Hedley reported that various NP Group members thought that hard copies of Devon Community Together's report on the Community Consultation Day should be made available in the Burrow and the Village Hall. These have now been printed and are available.
The NP Group are carrying out various other work towards preparation of the Neighbourhood Plan itself, including:
- Researching and obtaining advice on the additional steps we will need to undertake to make site allocations and how much can be achieved by them;
 - A report to consider potential Local Green Space Designations; and
 - Developing policies in line with the aims and objectives of the plan.
- Cllr Hedley also reported that the total grant spend in the period covered by the grant from 1 April to 30 September 2017 was £2,210.69 ex VAT. On the basis the NP Group received total grant funding of £4,830, they will need to refund £2,619.31 – Clerk to add this item to the next Agenda. **Action Clerk**
Some savings were made vs the budgeted costs for the Community Consultation Day and they did not do as much work with their consultant as originally anticipated.
- 64.2 Financial Regulations
Cllr Batson proposed some amendments to the Financial Regulations, these changes were seconded by Cllr Hedley, all in favour. Clerk to make the appropriate changes and forward copies to Councillors. **Action Clerk**
- 64.3 Street Lighting and Reducing Light Pollution
Cllr England advised that his contact at DCC had moved. He is hoping to be able to find out approximate timescales required for a temporary switching off of the lights. He

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is also intending to finalise a few possible options that could be put to the community for comment. He will report back once he has more information. **Action Cllr England**

64.4 Risk Assessment

The Risk Assessment was discussed and various amendments were agreed. The changes were proposed by Cllr Hedley, seconded by Cllr Batson, all in favour. Clerk to carry out the changes and forward copies to all Councillors. **Action Clerk**

64.5 Maintenance of Parish Assets

Refurbishment of the Exbourne and Jacobstowe notice boards needs to be carried out, Clerk to contact the Clerk at Sampford Courtney to investigate whether they have any contacts for "handymen". **Action Clerk**

One of the Exbourne Benches needs replacing – this will be considered at the next meeting. **Action Clerk**

65. **New Items**

65.1 Parish Councillor Vacancy

The Clerk is due to have a reply from WDBC on Friday 29th September and if no members of the public have asked for an election a Parish Councillor Vacancy Notice will be displayed on Notice Boards. **Action Clerk**

66. **Planning**

66.1 1987/17/FUL

Hayfield House, Hayfield Road, Exbourne: Development Management and Licensing Committee Site Inspection

Cllr Blakeman attended the meeting where the Planning Department decided that the location plan didn't match the site plan and therefore the application should be deferred to the designers who would have the option to make the drawings coordinate and then re-advertise and go back to planning in two months time. It has a recommendation for approval by the Case Officer.

66.2 Alleged unauthorised formation of access: A3072 Jacobstowe and Crooke Burnell, North Tawton – enforcement officer has on file that there is an access formed at Jacobstowe, however, the access cannot be found. As a Parish Council we do not have any concerns, therefore are content for the WDBC not to take further action.

67. **Clerks Report**

67.1 Correspondence

The following correspondence was noted/reviewed/discussed:

67.1.1 Plymouth and South West Devon Joint Local Plan

67.1.2 WDBC: One Council Consultation Day 15th September 2017

67.1.3 Parish Paths Partnership Annual Workshops 2017

67.1.4 Email from resident concerning Shilstone Farm Paving

67.1.5 Various Emails regarding Exbourne Conservation Area, Street Lamps and Overhead Conductor and Telecoms Apparatus between a resident and Highways

67.1.6 DALC Annual Report

67.1.7 The Pensions Regulator regarding the Staging Date for the Clerk – Clerk to write a letter regarding pension. **Action Clerk**

67.1.8 WDBC: Consultation on the Proposal for One Council

67.1.9 Email from Resident about the future of the Red Lion

67.1.10 Invite of the Chairman to the Mayor of West Devon Civic Service

67.1.11 Devon Highways: Parish & Town Council Conferences 2017

67.1.12 Mayor of Okehampton: Hospital Update

68. **Councillors Reports and Items for Future Agenda**

68.1 Cllr England

Cllr England gave an update on the Hatherleigh.net website, edited by Geoff Hodgkinson. Concerns had been raised in the past that out of date information had been allowed to remain on the pages which reflected badly on the Parish Council. The



Parish Council believed this gave the impression that it did not update its information and users would incorrectly assume that this may be the official website for information on the Parish Council. Geoff's point is that it is a news site, however, he has agreed that there will be a "Council" tab on that page and it will give the link to our web page and has updated the rolling news page with newer items.

69. Finance

69.1 Payments for Approval

The following costs were approved by the Parish Council.

69.1.1	Clerks Salary and HMRC	£523.26
69.1.2	Clerks Expenses	£56.00

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

69.2 Review the Bank Balance

The balance as of 15th September 2017 statement was £17,668.43. Outstanding payments, including the cheques above, amount to £2,747.56, giving the Parish an actual balance of £14,920.87 when these transactions have gone through.

70. Date of Next Meeting

Councillors confirmed the date of the next meeting of the Council would take place on Wednesday 25th October 2017 to be held in The Vestry, Jacobstowe.

Steve thanked Cllr Batson for her support during her term as a Parish Councillor for Exbourne with Jacobstowe Parish Council.

PART TWO: Clerks Salary – the Clerk was asked to set up a meeting with Cllr Williams in order to discuss her Appraisal. **Action Clerk**

With no further business, the meeting closed at 8:50pm

SIGNED AS A TRUE RECORD:  (Chair)

NAME: STEPHEN BLAKEMAN DATE: 25/ OCT 2017