

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL
OF
DREWSTEIGNTON PARISH COUNCIL
Drewsteignton Village Hall
On
Monday 18 April 2016 at 7.30pm

Present: Cllrs Imrie (Chair), Savage (Vice Chairman) Hardie, Ridgers, Hunt, Hester and the Clerk.
Apologies Cllr Brooks.
In attendance None

036/16 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS:

Unanimous approval of the minutes for Ordinary meeting held on Monday 21 March 2016.

037/16 DECLARATIONS OF INTEREST: None declared

038/16 MATTERS ARISING:

Late school bus at Whiddon Down: no progress on this matter

Barn Close open space, Whiddon Down: the current insurance covers this area for play and for volunteer mowing.

The **new website** has been amended to show Council documents in annual sections, and the Clerk has added many updates. The Directory page would be better with click-able links. The Crockernwell photo is missing and the gallery needs some work, but Cllrs approved payment to be released.

WC decoration: Cllrs have inspected and approved the work carried out. the exterior still needs some work, Clerk to seek quotes.

Car-park railings: Cllrs have inspected and approved the work carried out.

In the **Car-park** No Camping signs have been obtained and installed. Thanks to Alan Brooks for his help.

039/16 HIGHWAYS:

Whiddon Down link road: The communication continues between this Council and Devon County Council's Highways department. The No Left Turn into the residual road at the village centre junction and No Right Turn from the A3124 link road are now signed and legally enforceable. Many drivers appear to be flouting this direction. Cllrs have noted 5 vehicles ignoring the signs within 5 minutes. The police will not accept amateur video evidence, but have suggested dialling the non emergency number 101 to report any crime. This Council will collate the photographic evidence and send it directly to Inspector Mark Sloman for more positive action. Cllrs also instructed the Clerk to contact Parish Councils at Spreyton and North Tawton to ask them to help reinforce this new signage with their parishioners. The angle of the new curve is causing stones from the verge to be thrown into the road, which may be hazardous particularly for motorcyclists. Clerk to report to highways.

Lengthsman project: Cllr Imrie and the Clerk met Warren Dawes to discuss lengthsman work. He has worked for neighbouring parishes for the past year, and Cllrs agreed to one day monthly for a one year. Parishioners are invited to suggest works needed: ditch & drain clearing, sign maintenance, verge cutting etc. Please contact the Clerk.

Damaged **signs** have been removed. Clerk to request their return by highways for DIY re-installment.

Cllr Hunt mentioned a **fallen fence** by the A30, Clerk to contact Highways England.

The A 382 appears to have varying levels of **white lining** to denote the edge lines of the carriageway, with minimal lines in our area. Clerk to enquire from Highways about this matter.

040/16 PLANNING

Cllr Hardie handed his planning responsibility to Cllr Hester for practical reasons.

Decisions received: None

Applications: DNPA 0029/16 & 0030/16 single storey extension at **Narracott Close**, Drewsteignton. Cllrs voted unanimously to **SUPPORT** this revised application, for the same reasons as the previous version. Clerk to send response.

Further planning matters:

Unauthorised advertising sign at Whiddon Down for Chagford restaurant. Devon County Council's Highways still have not removed this sign. Clerk & Cllr Hester to ensure action is taken.

041/16 FINANCE;

a) Payments to be made in April 2016

Cllr Hunt proposed and Cllr Ridgers seconded the following payments to be made;

Ms B Snook – Salary - £405.41

(including 3 hours training & work on the new website, funded by Transparency Code Grant)

Ms B Snook - general expenses - deferred to next month

Mr M Rowe – WC cleaning - £80.00

Whiddon Down Village Hall - Hall hire - £10.00
 Parish Mag Printers – magazine print - £74.00
 Jake Rowe - WC decoration - £530.00
 Jake Rowe - car-park handrail renovation - £305.00
 Devon Association Local Councils - membership - £172.70
 Drewsteignton Gardeners Club - grant - £200.00
 Holy Trinity Church - burial grant - £305.00
 Whiddon Down Methodist Church - burial grant - £65.00
 Whiddon Down Village Hall - grant - £125.00
 Drewsteignton Village Hall - grant - £125.00
 Cllr Imrie - No camping signs - £10.97
 Playsafe - playing field safety inspection - £96.60
 (incoming grant from the Playing Field committee to cover the net amount)
 EDF - WC electricity - £69.37 (from March agenda)

b) **Income from honesty boxes** - (car park £53.31) (WCs £10.39) Total £63.70

c) **Other financial matters:**

Year End financial summary: The Clerk summarised the year end position, which shows a modest surplus after allowing for recommended reserves. The bank reconciliation, asset register and Audit form (including risk assessing risks) were checked by Cllrs and signed by the Chairwoman and Clerk. The VAT reclaim has been prepared, with £261.58 expected back from HMRC. The Clerk also produced her P60 showing compliance with HMRC's employment requirements.

The financial spreadsheets are now posted on the website, with monthly details of payees. The details of the Council's reserves are also shown. Any parishioner may request reasonable financial data from the Clerk.

Confirmation of appointment of internal auditor. The Clerk has obtained advice from Devon Association of Local Councils regarding the suitability of Tony Thomas as internal auditor. Quote below:

It is up to the council to choose a suitable person to undertake an internal audit – clearly if a person had a financial related conviction the person would not be at all suitable. But people do have all sorts of other non related legal issues – driving convictions, boundary disputes, planning issues which do not rule them out from taking on other roles. So I would say that this being a non related issue the person is not precluded from acting as internal auditor to the council.

Cllrs unanimously approved Tony Thomas as internal auditor.

042/15 General correspondence:

Agenda letters:

Daffodil project: Cllrs to note the locations of existing daffodils in their ward, and agreed to supplement areas without daffodils. Purchase & planting of bulbs will take place in September.

Playing field trees at risk, the original offer to remove these trees has been withdrawn. Clerk to contact 3 other contractors for estimates.

LATE LETTERS:

Planning application ref DNPA 0194/16 for a single storey extension at North Down, Bowden Cross has arrived. Cllrs agreed to an Additional Meeting on Monday 25th April at Whiddon Down Village Hall at 7.20 pm.

043/16 Delegates Reports: Cllr Hunt attended a Parish Council **playing field** committee meeting: their bonfire event was successful financially, and they are progressing their plans to install a large climbing frame. Thanks to Alison Chapman and the committee team for their work.

044/16 Comments on information circulated – None

045/16 Future agenda items - road safety on A382, playing field signs

DATE AND VENUE OF NEXT MEETINGS–

Additional Planning Meeting on **Monday 25 April 2016**, at Whiddon Down at 7.20 pm,

Annual Parish Meeting on Monday 25 April 2016 at Whiddon Down at 7.30pm

Ordinary Meeting **Monday 16 May 2016** at Whiddon Down at 7.30 pm

There being no further business, the Chair declared the meeting closed at 9.25 pm.