

DOLTON PARISH COUNCIL

MINUTES OF THE MEETING HELD ON MONDAY 1 OCTOBER 2018 **IN DOLTON VILLAGE HALL, at 7.30**

PUBLIC SESSION :

- A question was asked about the potential for a community project using the football club facilities: the project would provide opportunities for health and fitness for all. It was agreed that this would be an agenda item at the next meeting, after further discussions had been held with the football club.
- It was reported that two dog waste bins needed attention: one at the junction of Stafford Way and Aller Road; one on Stafford Road.
- A comment was made about recycling bins being left out.

PRESENT:

Cllr Lock (Chair); Cllrs Dunn, Giles, Haynes, Martindale, Rolls and Walker.

Clerk L Morris

4 members of the public

DECLARATIONS OF INTEREST:

Members were invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in any items to be considered at this meeting:

- Cllr J Lock: matters relating to the Village Hall. Also a family connection with the planning application 1/0935/2018/FUH.
- Cllr S Martindale: personal interest arising from a shared boundary with the Acorn Farm Lodges' site, and any matters relating to Devon Wildlife Trust
- Cllr R Dunn: any matters relating to insurance with Zurich.
- It was noted that the applicant for planning application 1/0935/2018/FUL is a contractor for the Parish Council, so an interest of the whole Council was declared.

69 (18/19) APOLOGIES FOR ABSENCE:

Apologies had been received from Cllr Rendell.

Apologies had also been received from Ward Cllr Lock and C.Cllr Andrew Saywell.

70 (18/19) MINUTES:

The Draft Minutes of the Parish Council meeting held on Monday 3rd September 2018, had been circulated. They were agreed by all to be correct and signed as a true record.

71 (18/19) MATTERS ARISING

Actions from the last meeting were reviewed, and there were no matters arising not otherwise on the agenda.

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72 (18/19) CLERK'S REPORT:

The Clerk read out a report which explained the process for dealing with the Cllr vacancy. A notice will be posted advertising the vacancy, and if there are not ten or more requests for an election, the vacancy will be filled by co-option.

73 (18/19) CORRESPONDENCE:

The list of correspondence received was reviewed.

Ref	Date	Correspondent	Content	Action
7/1	11/9	Libraries Unlimited	Invitation to 30 years archive 2/10	Information
7/2	12/9	TDC	Bideford & Rural Advisory Group Mtg 12/11	Information
7/3	12/9	DCC	Temp traffic prohibition 5 /10	Information
7/4	13/9	TDC	Inspectors Report on Local Plan	Information
7/5	18/9	HMRC	VAT claim changes	Information
7/6	20/9	Trowers & Hamlins	Easement over car park	Agenda
7/7	20/9	TDC	Precept Remittance advice	Information
7/8	23/9	DCC	Temp traffic prohibition 3/11	Information
7/9	23/9	Paul Donovan	Tommy silhouette	Information
7/10	24/9	Carnival Committee	Request for car park closure	Agenda
7/11	24/9	CPRE Devon	Invitation to launch seminar 12/10	Information
7/12	27/9	PKF	Completion of audit	Post notice of audit; publish AGAR
7/13	27/9	DCT	Training Courses	Information

74 (18/19) TO CONSIDER FINANCIAL MATTERS

a) The proposed payments were scrutinised and approved for payment.

	Item	Gross	Inc VAT	Cq
Mr D Lock	Grasscutting September	255.		1086
Mr M Lock	Caretaker September	120.		1087
Linda Morris	Home Office	10		1088
South West Water	Water to 30 August	19.70		1089
PKF Littlejohn LLP	External Audit for y/e 31/3/18	360	60.	1090
Andrew Caverley	Plants etc for planters	202.57		1091
D & D Village Hall	Room Hire September	6.		1092

The Payments were checked by Cllr Haynes. Cheque payments were proposed by Cllr Martindale and seconded by Cllr Rolls. Cheques were signed by Cllr Giles and Cllr Walker.

b) Receipts were reported:

a) RECEIPTS after 14 September 2018	
TDC Precept 2nd instalment	7410.00

c) Bank Reconciliation. The Clerk presented the bank reconciliation to 15 August 2018

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BANK RECONCILIATION TO 14 SEPTEMBER 2018

Balance at bank 14/9/18

Current Ac sheet 176	13,221.30
Reserve Ac sheet 70	1,150.14
95 Day Ac sheet 54	41,566.08

Less un-presented cqs at 14/9/18	14.00	cq no 1083	amount 14.00
			14.00

Plus un-cleared credits at 14/9/18	0.00
Total Balance at bank at 14.9.18	55,923.52

Cash Book

Opening Balance from accounts at 1/4/18	43,209.10
Less payments to 14.9.18	4,555.76
Plus receipts to 14.9.18	17,270.18
Closing balance per cash book at 14.9.18	55,923.52

Variance	0.00
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- d) Any other financial matters. The audit has now been concluded. The audit report will be published on the website and on the noticeboard.

75 (18/19) TO CONSIDER PLANNING MATTERS

The planning applications were considered and discussed:

- 1/0884/2018/FUL Livestock bldg. Down Farm – no objections
1/0885/2018/FUL Steel silage bldg affecting right of way Down Farm – no objections
1/0935/2018/FUH off road parking, 36 Stafford Way – declarations of interest were noted but there were no objections to the application
1/0959/2018/TCA beech tree crown reduction, St Edmunds Church – no objections
1/0995/2018/LBC raise height of chimney, North Ham, Cleave Hill – no objections
1/1030/2018/FUL raise height of chimney, North Ham, Cleave Hill – no objections
- Applications granted. It was reported that the application 1/0641/2017/OUT reserved matters Wistaria, West Lane had been granted.
- There were no matters withdrawn
- There were no matters refused
- Any other planning matters. Ward Cllr Lock had sent a report: the Acorn Farm Licence has now been granted.

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76 (18/19) PARISH GROUNDS. Matters Relating to:

- a) Car Park. Car Park Access Easement document. A draft had been received from the solicitors and this was discussed. It was agreed that some paragraphs would be re-drafted to be less specific, and to ensure that any future disputes would be resolved in a 'fair and reasonable' manner, going to arbitration if this was not possible.

Car park closure request. A request had been received for a car park closure from midnight on 2nd November through to Sunday morning 4th November for safety reasons due to the firework display. This was agreed. It was also agreed to put a laminated notice at the car park site.

- b) Football field. Nothing to report.
- c) Dennis Cross. Nothing to report.
- d) Memorial Garden. The 'Tommy' silhouette had been offered to the Parish Council and it was agreed to accept it. It was confirmed that it would be added to the Parish Council's insured assets.

77 (18/19) Maintenance and Traffic Issues

- a) The procurement of installation of the speed signs is now being considered.
- b) A decision was made about the choice of noticeboard and it was agreed to procure this as soon as possible.
- c) C.Cllr Andrew Saywell had sent a report detailing updates of traffic and maintenance issues. The work at Halfpennyland will be rectified at no cost to DCC; the A3214 closure is scheduled until the end of November but traffic lights will be used as soon as it is safe to do so. A report was also received on Skansa road contractors and the progress with the Link Road upgrade between South Molton and Barnstaple following a successful grant application.

78 (18/19) Future Website Management

A meeting is planned to design the website.

79 (18/19) Verbal reports from meetings attended

No meetings had been attended.

80 (18/19) Items Brought Forward by the Chair for information only.

There were no items brought forward by the Chair.

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Signed Date

DRAFT