

DOLTON PARISH COUNCIL

DRAFT

MINUTES OF THE MEETING HELD MONDAY 4th APRIL 2011 IN THE VILLAGE HALL AT 7.30 PM

Present: Cllr J Lock, Chairman, Cllrs Burnage, Boyes, Byrne, Giles, Grigg, Jury, and Rolls, the Clerk and 3 members of the public

Apologies: Cllr Partridge

The Minutes of the meeting held on 7th March 2011, having been circulated, were signed by the Chairman as being a true and correct record on the proposition of Cllr. Boyes, seconded by Cllr. Jury with all in favour.

1 (11/12) Matters arising from the Minutes.

The Clerk had contacted Building Control and the Planning Department at Torridge District Council about concerns on gradients, and the Environment Agency and DCC Highways as requested about the flooding from the building site for 2 dwellings on land off Barlands Way in Aller Road. Building Control said they would keep an eye on the development but would only make a specific visit to examine and check the gradients if the Parish Council were prepared to pay for it and the Environment Agency said that if they had been telephoned on the day of the flooding they would have visited the site the same day, as this sort of flooding is a serious matter. They said they would inspect the site but any future occurrence should be reported as it happens using the emergency floodline reporting system.

2 (11/12) Correspondence

Correspondent	Subject	Action
SWH for DCC	Notice of road closure for resurfacing works Cleave Hill to South Street 6 th April	Noted – info on Notice board
ND Healthcare Trust	Response to letter of support re Mr. Tighe's letter on nutrition and informing of change of contractor resulting from it	Noted
DCC Highways	Response to my letter re Land to the west of roundabout Stafford Way and possible parking space	Discuss in Agenda item 9
TDC	Re proposed notice board	Discuss in Agenda item 12.
Zurich	Re Insurance and Inspection report on Denis Cross	Discuss in Agenda item 7.
NALC	Asking for opinion on whether parish and town clls should lose the power to precept if they break the law or statutory regulations (Audit)	Forwarded by email and in reading file
Chicks	Country Holidays for Inner City Kids annual report	Reading file
TDC	Tell us how we are doing – online survey	Forwarded by email and in reading file
Dolton School	Hire of hard play area no longer required	Noted
TDC	Revised local list (Planning) – joint public consultation – 10 March to 27 April. On website. Comments to Planning Support at NDDC	In reading file
NHS Devon DCC	Transforming Community Services	In reading file
Mr Golding 31 Orchard Gate	Copy correspondence with TDC re street name plates indicating cul-de-sac/no through road	Noted
DCC	Volunteers to transcribe Devon Tithe Map Project & Tithe Apportionment Transcription	Noted . Reading file
TDC Conserv. Officer	Response to queries on conservation area buildings	Discuss in Agenda 6d.
DCC Nick Mitchell	Response to letter on highways issues	Discuss in Agenda item 9
TDC	Winter highway salting routes	Pass to Emerg. Plan Cttee

3(11/12) DECLARATIONS OF INTEREST

Cllr. Lock and Jury declared personal interests in respect of matters relating to the Village Hall.

Cllr Lock and Cllr Burnage declared personal interests in respect of the Ham Farm Planning Application.

PUBLIC SESSION

The Chairman suspended Standing Orders to invite members of the public to speak.

Name	Subject	Response
Mr Martin Lock	The condition of the pathway to Football Field	Cllr. Lock has a plan in mind to improve this

4 (11/12) Finance

a) Accounts to pay

Supplier	Description	VAT	Total	Chq.No
Mrs J Sidey	Clerk wages (7Mar-4 Apr inc) 4weeks @ 8 hrs per week = 32 hrs @ £8.34 £266.88+£10. home use. Postage 7.12		£284.00	
Village Hall	PC & Emergency Cttee Hire		22.00	
DALC	Annual Membership fee paid from Precept 2 copies of Village Green by cheque		£182.46 £11.00	
DPFA	Annual Membership fee		£35.	

It was Proposed by Cllr Burnage and Seconded by Cllr Byrne that the above accounts be paid. All in favour.

Cheque signatories: Cllr Giles and Cllr Grigg

b). Income – VAT refund £2101.73 Football Club £158.56; Dolton Primary School £195.00 for year to 31/3/11 has been received.

c). Any other financial matters: i) The Clerk had prepared the final quarters balances for Cllrs which showed a Current acc. bal. £2,290.60 (less above cheques to be paid), Res. Acc: £2963.68

ii). The Community Bond matures 21/4/2011. **Following a short discussion it was Proposed by Cllr. Byrne Seconded by Cllr Rolls** and unanimously agreed that on maturity £10,000 should be placed in the Reserve account to refund the money spent on the Actizone Climber plus the interest on the Bond and £50,000 should go into a Holding account for the time being. Cllrs Lock and Giles as signatories to make the necessary arrangements with the Bank.

iii). Regarding the HMRC Rule changes which come into effect on 5th April, following a short discussion it was agreed that TDC should be asked to act as agent for the Parish Council in the payment of the Clerk's annual salary and monthly £10 home expenses which will be deducted from the Precept, with TDC being responsible for all PAYE aspects to HMRC at a charge of £25. set up fee and £10 per monthly payslip to the Parish.

Proposed: Cllr Boyes

Seconded: Cllr Grigg with all in favour

5(11/12) Planning

a. Applications to consider –i). 1/0141/2011/FUL Conversion of outbuilding to holiday accommodation Wood Farm Dolton – no objections so long as as much of the character and appearance of the original building is conserved as possible

ii). 1/0215/2011/FUL Variation of holiday occupancy condition to permit 12 months holiday occupancy Ham Farm Cottages, Ham Farm, Dolton – no objections

iii) 1/0251/2011/FUL Two storey extension and incorporation of adjacent building into living space Meadowland Farm, Dolton- no objections as long as sympathetic to and reflective of the existing buildings

b. Permissions granted – none

c. Refusals advised – none

d. To receive any other planning matters : The Conservation Officer has provided a list of Listed Buildings and map. Regarding the UPVC windows in the small building opposite Church Street Stores this is being investigated by the Enforcement Officer and we will be notified of his findings. The Conservation Officer, Sarah Chappell, is happy to give a presentation on conservation areas and the Clerk was requested to invite her to do so at The Annual Parish Meeting.

6(11/12) Parish Grounds

i. Dennis Cross Cllr Jury reported that she had noticed contractors removing the access gate for disabled at Dennis Cross and on enquiring discovered the contractors had been given wrong directions and were at the wrong site. On explaining this to them she left them to reinstate the gate to its original condition.

Zurich inspection report has been received and following a short discussion, the Clerk was asked to enquire if we can be informed when inspections are to take place so that a member of the Council can be in attendance, to request clarification of information required for signage, and why no wheeled vehicles (bicycles) should be permitted when the tarmaced area had been put there specifically for children to safely learn to ride bicycles. The Clerk was asked to investigate other insurance companies who give cover to Parish Councils.

ii. Football Field. A letter has been received from Dolton Primary School terminating their hire of the hard play area in the football field. Clerk was asked to acknowledge.

7(11/12) Parish Action Plan.

Nothing further has been received on the draft Housing Survey and Cllr Burnage said that Maria Bailey is concerned that some people in need had failed to put their names and contact details on the returned survey forms and she thought it might be sensible for her to organise an open day in the Village for them to contact her. He said that the Vision Group need to have a meeting. The Clerk was asked to write to GM Planning requesting an update on the Housing Survey before the next Parish Council meeting.

8(11/12) Maintenance and Traffic Issues - To receive updates on local issues.

i) Highways. A letter of apology has been received from Mr N Mitchell for not responding to the Clerk's letters on Highway matters. Regarding painting road markings in Aller Road and Chapel Street, this had been passed to Traffic Dept. to deal with. Chapple Lane has been inspected with repairs ordered. Drainage budgets are expended for this year although it is hoped to be able to include the repair at Stafford Road in planned works for 2011/12. Resurfacing work from the 30 Sign on Cleave Hill to 30 Sign on Rectory Road starts on 6th April for 1 week, access will be maintained as far as is possible and traffic diversion signs are in place. Cllr Jury was concerned that there is still a water leak adjacent to Fairways which should be repaired before new tarmac is laid.

ii). The Lengthsman has visited and cleared the road gulleys in Rectory Road and South Street . It is hoped that this work will continue through the rest of the village on subsequent visits

iii) Stafford Way Parking – A letter has been received from DCC regarding the grassed areas to the west and north of the roundabout at Stafford Way saying that it is possible these areas could be paved but the cost will not be met by DCC. If a group or organisation is considering funding this type of work then they should contact DCC to discuss. It is not work that DCC could give permission for them to undertake without a legal agreement. This was noted and the Clerk was asked to contact Mr Anstee the Traffic Engineer for more information on what form this agreement would comprise.

iv) The Oak Tree – Clerk has contacted Tarka Homes who will inspect the tree to decide what needs doing.

v) Cllr Burnage said that the painted white lines at the bottom of Chapel Street and Aller Road had never been repainted following resurfacing. Clerk to inform the Traffic Engineer.

vi) Cllr Boyes has been cutting back and clearing overgrowth near 8 Barfield Close and the tarmac in the turning bay is in very poor condition. Clerk to inform Highways.

9(11/12) Parish Emergency Planning – Cllr Byrne gave a verbal update on progress so far and would like information on the plastic yellow snow shovels. Funding will be required for printing and she was advised to contact Chulmleigh school for costing.

10(11/12) Royal Wedding. Mrs Coombs had contacted Cllr Lock to say that The Ladies Pheonix Group are putting on an afternoon tea for children in the Village Hall and would like to give a small memento (possibly a bookmark) of the occasion and requested a donation towards this from the Parish Council. Following a discussion in which Cllr Grigg said that she had been approached at the Friday Coffee Morning by someone who had wanted to purchase commemorative mugs for the children, in the absence of any formal clear request from any group other than the Pheonix Ladies, it was **proposed by Cllr Jury and Seconded by Cllr Boyes, with all in agreement except Cllr Grigg** who wished to give more, that the sum of £50 be allocated to Ladies Pheonix Group towards a souvenir of the occasion for the children.

11(11/12) Notice Board adjacent to The Paddocks

A letter has been received from Mr Devereaux of TDC Planning Dept. saying that it would appear that planning permission is not required for the erection of a parish notice board providing that it is connected with the operation of a public service provided by Parish Councils as outlined by Schedule 2, Part 12, Class A of the Town & Country Planning Order 1995. However, the land in question is not owned by TDC but by DCC Highways. Therefore the Clerk has written to DCC Highways enclosing a copy of TDC's letter and a reply is awaited before the matter can be progressed.

12(11/12) Meetings Attended.

Cllr Jury had attended a meeting of the Torridge Advisory Group and in a verbal update on the Core Strategy Ian Rowlands a Planning Policy Officer had mentioned in passing that 400 sites for building had been identified across Torridge District Area but would not divulge any further information which had left many member parishes feeling uncomfortable.

Cllr. Burnage gave a verbal report on the GT & District Local Community Partnership meeting held in Dolton Village Hall and said an interesting discussion had taken place on the Localism Bill.

13(11/12) Pride in our Village

Last Saturday the first clean up day took place and was well attended with everyone working hard. The mud and debris taken out of the road gulleys in Rectory Road and South Street by the Lengthsman had been cleared away by the work party. It is hoped that more people will assist this Saturday.

14 (11/12) Any Other Business

Cllr Giles was concerned that for The Active Villages Project the posters were being put out too late and that the Pilates sessions 12-1.00 p.m. would not be well attended at that time of day. The Clerk was asked to pass this information to James Jarroudi.

Cllr Jury said that someone had complained that the stile to Mr Neal's field was unsafe and difficult to access from the road. The Clerk was asked to inform DCC Public Footpaths section.

The Chairman thanked Cllr Boyes and Cllr Partridge, who will not be standing for re-election, for their services to the Parish Council.

Date of the next meeting: Monday 9th May immediately following the AGM.

A PART II was convened at 9.35 p.m. and the Chairman requested the public to vacate the building.

Signed.....

Dated.....