

DOLTON PARISH COUNCIL

MINUTES OF THE MEETING HELD ON MONDAY 5th MARCH 2018 IN DOLTON VILLAGE HALL at 7.30

PUBLIC SESSION :

Acorn Farm Park. Continued concerns about the development were expressed, particularly in respect of fire safety.

PRESENT:

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

Clerk L Morris;

Also in attendance C. Cllr A Saywell

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 Lock in matters related to the Village Hall and for the Part II Agenda items because of family relationship
- Cllr S Martindale: personal interest arising from a shared boundary with the Acorn Farm Lodges' site.
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122 (17/18) APOLOGIES FOR ABSENCE:

Cllr A Haynes and Cllr M Grigg had sent apologies.

Ward Cllr R Lock had also sent apologies.

123 (17/18) MINUTES:

The Draft Minutes of the Parish Council meeting held on Monday 5th February 2018 had been circulated. The Minutes were agreed by all to be correct and signed as a true record.

124 (17/18) MATTERS ARISING

The Actions list was reviewed and updated:

- It was agreed to accept the maintenance contract for the Air Ambulance Landing Lights;
- It was agreed that the Clerk would take on the responsibilities for data protection, and undergo any necessary training.

125 (17/18) CLERK'S REPORT:

The Clerk had received information from Torridge District Council about a Council Tax increase of £3.25%, which equates to £5 per annum for a Band D property.

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126 (17/18) CORRESPONDENCE:

The list of correspondence received was reviewed.

Ref	Date	Correspondent	Content	Action
12/1	8/2/18	DCC	Connect me report	
12/2	8/2/18	TDC	Invitation to Planning information session	
12/3	13/2/18	PSPO	Consultation Dog Control Measures	
12/4	20/2/18	DCC	Connect Me Technology at home	
12/5	21/2/18	SLCC	Review	
12/6	25/2/18	Dolton Hort Society	Request to close car park 11 August 18	Decision: Agreed
12/7	1/3/18	TDC/NDC	Consultation of Local Plan	
12/8	4/3/18	St Edmund - CH	Request to book playing field 9 June	Decision: Agreed

127 (17/18) TO CONSIDER FINANCIAL MATTERS

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

PAYMENTS					
Name	Item	Net	VAT	Total	Cheque Number
C&S Knight	Fencing for Car Park	3759.56	751.91	4511.47	1033
R Dunn reimbursement (MVF)	Gate clips for Play Park	10	2	12	1034
D Thorp (Ivor Marsh Library)	Emergency Plan leaflets	32		32	1035
A Haynes reimbursement (Motocare)	Blind spot mirror	19.99		19.99	1036
A Haynes reimbursement (Start Traffic)	Road marking paint	105	21	126	1037
A Caverley cancelled cheque	Incorrect invoice see cq no 1043	0	0	0	1038
D & D Village Hall	Hire	8		8	1039
M Lock	Caretaker	120		120	1040
David Lock	Grass Cutting	242.41		242.41	1041
Linda Morris	Home Office	10		10	1042
A Caverley	Plants (replace 1038)	307.1		307.1	1043
		4614.06	774.91	5388.97	
Direct Debits					
EDF Energy	Football Club electric	44.46	1.97	46.43	D/D

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

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- b) Receipts. There were no un-cleared receipts.
- c) Statement of Accounts. The Clerk presented the statement of accounts with bank reconciliation.

Balance at bank 15/2/18 (January accounts)	
Current Ac sheet 169	51,955.12
Reserve Ac sheet to 7/2/18	7,149.36
95 Day Ac sheet to 7/2/18	41,469.63
Less un-presented cq at 15/2/18	49,975.97
Plus un-cleared credits at 15/2/18	0
Total Balance at bank at 15.2.18	50,598.14
Cash Book	
Opening Balance from accounts at 30/9/17	63,336.47
Less payments in year to 31.1.18	67,033.10
Plus receipts in year to 31.1.18	54,294.57
Balancing adjustment	0.20
Closing balance per cash book at 31.1.18	50,598.14
Variance	0.00
Funds at 31.1.18	
General account	37,465.96
Community Car Park	13,132.18
Air Ambulance Landing Site	0.00
Total funds at 31.1.18	50,598.14

- d) Any other financial matters
 Management of bank accounts. A letter to the bank was signed, confirming the Clerk's contact details for correspondence and requesting forms to add a signatory. More information about adding the Clerk as a signatory had been requested: if implemented, the management of the bank accounts would be improved because the bank will only liaise with signatories.

128 (17/18) TO CONSIDER PLANNING MATTERS

- a) Applications to consider – none.
- b) Applications granted – none
- c) Applications withdrawn – none

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d) Applications refused – none

e) Any other planning matters – Acorn Farm Lodges

The Planning Consultants had declined the invitation from the Parish Council to meet to discuss boundary and screening issues. It was agreed that a letter would be sent in response to their request for input into the screening, outlining the fact that the boundary screening must:

- be sufficient to ensure the privacy, security and safety of neighbours (including the primary school)
- restrict the neighbour's view of the lodges
- have evergreen content
- be planted and maintained to adequately prevent children and dogs to cross the boundary.

It was noted that residents who share a boundary or who will be affected by the development may wish to correspond directly with the Planning Consultants. The contact details for the Town and Planning Consultants were noted as EJ Planning Ltd, PO Box 310, Malvern, WR14 9FF. email www.ejplanning.co.uk.

129 (17/18) PARISH GROUNDS. Matters Relating to:

- a) Village Hall Field : Car Park. Cllr Haynes had prepared some draft designs for the car park signs. It was felt that fewer words may be more effective so a re-draft would be circulated for further comment. Quotes for producing the signs were discussed. Cllr Dunn agreed to contact a supplier for a third quote. The opening was agreed for 6th April : Clerk to prepare invitation cards. Planting to be carried out when the weather permits, possibly with the help of the Scouts.
- b) Football field. The church needs to fell a tree which may fall on to the field. Cllrs agreed provided that the land is reinstated to its original condition.
- c) Dennis Cross. Cllr Dunn has repaired the broken springs on the gate. The inspection is due in March.
- d) Memorial Garden. Nothing to report.
- e) Parish Council Notice Board. Currently not watertight. Cllr Lock agreed to contact the person who made it to find out if repair is possible.
- f) Snow. The Parish Council wish to thank James Kendrew (Snow Warden) for his work during the recent bad weather to keep the roads as safe as possible.

130 (17/18) Maintenance and Traffic Issues.

- a) Stafford Way roundabout. A suggestion to remove the roundabout had been received. Cllrs considered this but found that the cost/benefit of doing this would not be a priority: funds would be unlikely to be available for such action.
- b) Flowers – half barrels. The summary position of sponsorship and cost was reviewed. Cllr Rendell agreed to produce some temporary signage in order to acknowledge the sponsors.

131 (17/18) Verbal reports from meetings attended.

No meetings had been attended.

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132 (17/18) Items Brought Forward by the Chair for information only.

It was suggested that the development of sites in the Parish which have planning permission but which have not yet been 'built out' may be considered as a future agenda item.

The Date of the next meeting was confirmed as Monday 9th April 2018.

The meeting moved to Part II to consider the tenders for caretaker and grass-cutting. Cllr Lock withdrew, expressing an interest.

Signed Date

DRAFT