

## DOLTON PARISH COUNCIL

DRAFT

### MINUTES OF THE MEETING HELD MONDAY 6<sup>th</sup> JUNE 2011 IN THE CHAPEL MEETING ROOM AT 7.30 P.M.

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

Apologies: Cllr R Dunn

The Minutes of the AGM held on 9<sup>th</sup> May, having been circulated, were signed by the Chairman as being a true and correct record on the Proposal of Cllr Burnage Seconded by Cllr Walker

The Minutes of the meeting held on 9<sup>th</sup> May 2011, having been circulated, were signed by the Chairman as being a true and correct record subject to the following amendment, on the proposition of Cllr. Byrne seconded by Cllr. Giles with all in favour.

**25(11/12) iv.** “That the grant of £8750 to the Village Hall is not used as an excuse to stop looking at other future wider solutions”.

The Minutes of The Annual Parish Meeting, having been circulated, were signed by the Chairman as being a true and correct record on the Proposal of Cllr Burnage seconded by Cllr Jury

**33 (11/12) Matters arising from the Minutes.** None

#### **34(11/12) Correspondence**

Correspondent	Subject	Action
Jacobs Eng./DCC	Road closure Beaford Moor to Beaford – August	Noted.
CCD	Consultation under Sustainable Comm. Act 2007- Legal briefing - comments by 20 <sup>th</sup> June	Email & Reading file
Ladies Pheonix Group	Letter of thanks for donation	Noted
Kompan	Brochure of playground equipment	Reading file
Traffic Officer DCC	Land to west of roundabout at Stafford Way	Discuss in Agenda item on Highways & Maintenance
CCD	Policy Consultation document on relaxation of Planning rules for change of use from commercial to residential	Emailed and in reading file
TDC	Torrington area advisory group meeting 7 June at 7 p.m.	Reading file
DCC	Salt/Grit bins –cannot supply extra bins requested but will put out Sacks of salt/grit at beginning of winter	Noted
CCD	Annual forum and visit to Hemyock on 27 <sup>th</sup> June	Emailed & Reading file

#### **35 (11/12) DECLARATIONS OF INTEREST**

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

## PUBLIC SESSION

The Chairman suspended Standing Orders to invite members of the public to speak. None.

### 36 (11/12) FINANCE

#### a) Accounts to pay

i. The Annual Insurance renewal documents received from Zurich appeared to show only the 3 bus shelters as being insured for damage so the Clerk had enquired of Zurich as to what is insured and discovered that the play equipment at Dennis Cross had never been insured nor any other items such as the War Memorial, seats, litter bins, walls and fencing. She had requested a quotation for insuring the play equipment in the event that the Council wished to insure it and this amounted to £300 plus insurance tax. Following a short debate, it was agreed that Insurance should be an Agenda item for further discussion before the end of the year. It was Proposed by Cllr Grigg and seconded by Cllr Jury with all in favour. that the play equipment should be included in the renewal.

#### ii. Payments

Supplier	Description	VAT	Total	Chq.No
Mrs J Sidey	Home use expenses £10, Postage £4.32; Printing Ink £38.02		£52.34	
Wendy Byrne	Lazarus Press Invoice for Emergency.Plan forms		£88.00	
Zurich Insurance	Annual renewal £1031.09 and Dennis Cross Play Equipment £318.00 = £1349.09		£1349.09	
D&D Village Hall	Hire: Emergency Planning 3/5/11 £6.00; AGM/PC 9/5/11 £10.		£16.00	
Mrs S Jury	Compost, plants etc. for Memorial Garden		£20.00	

**It was Proposed by Cllr Rolls and Seconded by Cllr Walker that the above accounts be paid. All in favour.**

Cheque signatories: Cllr Giles and Cllr Grigg

b). Income – None. Current account balance is £7830.68 (less above cheques to be paid) Dep Acc: Balance is £63804.64. The Chairman, V/Chair and Clerk signed the letter of authority to the Bank for the transfer of £8750 granted to Village Hall from the Reserve Account to the Current Account.

#### c).Any other financial matters:

1. It was proposed by Cllr Burnage and seconded by Cllr Jury that the Audit Governance and year end accounts having been approved be signed by the Chairman and the Clerk. Carried
2. It was proposed by Cllr Burnage and seconded by Cllr Rolls that the updated financial regulations to reflect the change in bank accounts held and payment of staff salaries by TDC be adopted, with all in favour.
3. The Bank Mandate to remove Cllr Partridge and add Cllr Walker as cheque signatory to keep the number to 5 signatories was completed on the Proposition of Cllr Byrne, seconded by Cllr. Grigg
4. Following a short debate it was agreed to take out a 1 year Community Bond in the amount of £40,000. Proposed by Cllr. Jury Seconded by Cllr Walker with all in agreement.
5. A request by the Dolton School PFA for a £50. contribution towards the catering costs for the Royal Wedding was discussed and it was agreed that this was not possible after the event but the Clerk should write to the PFA and let them know that they can apply for financial assistance by grant for any planned future events.

### 37(11/12) PLANNING

#### a. Applications to consider – none

b. Permissions granted -1/0141/2011/FUL Wood Farm,Dolton

#### c. Refusals advised – none

d. To receive any other planning matters : none but the Clerk to invite Sarah Chappell the Conservation Officer to attend the October meeting.

### 38(11/12) PARISH GROUNDS – no updates received.

**39(11/12) PARISH ACTION PLAN.**

Cllr Burnage said that the recent Vision Group meeting with new members had been a very good and constructive one and they were pushing ahead with a view to forming a Community Land Trust. A draft prospectus had been prepared by Mr Fitter and circulated to all members of the Vision Group for their comments and it is hoped that it will be ready to go before the next PC Meeting for consideration. He reminded everyone that there is a Community Land Trust Seminar to be held on Wednesday 15<sup>th</sup> June in Ashreigny.

**40(11/12) PARISH EMERGENCY PLAN**

Cllr Byrne reported that the Questionnaire for residents was prepared and being delivered, the Poster about Snow Shovels was being prepared and that work on preparing the emergency plan is progressing and it is hoped to soon be able to present a matrix of the proposed plan to the Council.

**41(11/12) MAINTENANCE AND TRAFFIC ISSUES - To receive updates on local issues.**

- i) Highways. The Traffic Engineer had informed the Clerk by letter that the white lines at the junction of Stafford Road and Aller Road had been reinstated, but they have not. Clerk to inform the Traffic Engineer.
- ii) There is still no response to any of the Clerk’s letters to DCC requesting permission to erect a notice board on DCC paved area by The Paddocks. After a short discussion the Clerk was requested to write to DCC saying that if a response is not received by 1<sup>st</sup> August, the Council will take it as tacit approval to erect the notice board.
- iii) It had been noted that the rubbish bin at the Church Gate had not been emptied and is overflowing
- iv) Tarka Homes have inspected the Oak Tree at Barfield Road and issued a ticket for the Tree Surgeon to trim back as necessary but this may take some time and at 14 Rectory Road where the hedge needs trimming back, this is the householders’ responsibility and they have been written to but no response received. Tarka Homes will follow up.
- v) Cllr Grigg was concerned that the grass bank in front of the bungalows in Aller Road needs trimming and Clerk to inform Tarka Homes.
- vi) Regarding land to the west of the roundabout in Stafford Way, a letter from DCC has been received suggesting that works to the public highway could be carried out through a Section 278 Agreement or potentially through a Section 178 License. In either case the detail and specification of the works would have to be agreed and it would be beneficial for the works to be specified and costed by a design engineer. More detail of the work being considered was requested so this proposal could be discussed with the County Engineering Design Group who could in turn make contact with the parish or the group looking to fund these improvements. Cllr Burnage took the letter to show to the interested parties to ascertain if they wished to proceed.

**42 (11/12) MEETINGS ATTENDED. None**

**43 (11/12) ANY OTHER BUSINESS**

Cllr.Byrne said that litter and rubbish is being left at Chapel Cross and is very untidy.  
Cllr Jury said that the DPFA AGM is to be held on 7<sup>th</sup> July at Fingle Glen Hotel and enquired if anyone wished to attend. Cllr Jury also said that Jenny Fish of TVS is arranging a Dolton walk to take place on 24<sup>th</sup> July, followed by tea in the Village Hall. Cllr Jury was concerned that the trees at Dennis Cross had been planted in the wrong positions (too close to boundaries). This to be an Agenda item for next meeting.

There being no further business the Meeting closed at 9 p.m.

**Date of next meeting: Monday 4<sup>th</sup> July**

Signed.....

Dated.....