

DOLTON PARISH COUNCIL

DRAFT

MINUTES OF THE MEETING HELD MONDAY 7th MARCH 2011 IN THE VILLAGE HALL AT 7.30 PM

Present: Cllr J Lock, Chairman, Cllrs Burnage, Boyes, Byrne, Giles, Jury, Partridge and Rolls, the Clerk and 7 members of the public

Apologies: Cllr M Grigg due to business appointments

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

116 (10/11) Matters arising from the Minutes.

None

117 (10/11) Correspondence

Correspondent	Subject	Action
DALC	Conference Making it work locally (Localism Bill) 15 March Exeter City Football Ground.	Attendees –booking form held by Clerk
NALC	Good Councillors Guide -3 rd Edition will be sent out In March. Extra copies of 2 nd Edition available at £3 for 5.	Noted
TDC	Advisory Gp Meeting Tues 8 March 7 p.m. Agenda & Minutes	Also in reading file
SWW	Football Club surface water drainage reviewing our request and will respond within next 20 days-may need to inspect site	Noted
GT Town Council	Letter sent to Chairman of ND Healthcare Trust on food in Community Hospitals (abysmal) requesting support	
GT & Dist. Local Community Partnerhsip	Agenda for meeting in Dolton Village Hall on Thursday 10 th March at 7 p.m. and minutes of 9 Dec. meeting & invitation to attend	
HMRC	Parish Council PAYE Implementation Scheme from April 2011	Noted
Hawthorns Acct. Services	Re HMRS rule change & offer to run PAYE & £3. per payslip	Noted – also in reading file
TDC James Jarroudi	Active Villages list of activities & requests	Forwarded to all Cllrs
DCC	DCC Mineral & Waste Development Minerals core strategy – options consultation paper available online in council offices & libraries	Any comments by 29 th April Also in reading file
John McKenzie	Estimate & drawing for noticeboard	Discuss in agenda item 12.
DALC	Newsletter	In reading file
Came & Co	Leaflet on insurance matters	In reading file
Clerks & Councils Direct	March Issue	In reading file
NALC	Consultation doc on Community Right to Buy & A Community Right to Challenge; also E Bulletin on various matters	In reading file and forwarded by email

Somerset Devon & Dorset	Free Community Land Trusts Seminar on Thursday 10 March The Watermark Erme Ct, Leonards Rd, Ivybridge	Forwarded by email also in reading file.
TDC James Jarroudi	Active Villages – suggesting archery taster sessions on football field	Discuss in agenda item 7

118(10/11) DECLARATIONS OF INTEREST

Cllr. 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.

Name	Subject	Response
Mrs D Madge	Bus to continue to Chapple Cross to enable easier turn-round	Considered unlikely due to disruption to timetable

119 (10/11) Finance

a) Accounts to pay

Supplier	Description	VAT	Total	Chq.No
Mrs J Sidey	Clerk wages (8 Feb-7Mar inc) 4weeks @ 8 hrs per week = 32 hrs @ £8.34 £266.88+£10. home use.		£276.88	
Simmons Services	Payment for annual contract-£1,500 Cleaning expenses - £16.59		£1,516.59	
Village Hall	Hire of Hall PC 7 Feb. £10.00; Vision Group 19 Feb £32.00 Emergency Committee 10 Feb £8.00		£ 50.00	
R.J.Patterson	Presentation at Vision Gp Open Day		£ 500.00	
SWW	Qtrly bill to 02/03/11 Water £14.30 Sewerage 12.73 Credit of 12.22		£ 14.81	
Royal Oak	Annual rent for public use of toilet in the Square		£82.86	
Cllr Burnage	Postage & Stationery for Vision Gp Open Day		£74.59	
Church Street Stores	Tea, Coffee etc. for Vision Gp Open Day		£14.22	

b) Income – None but Clerk has prepared Invoices to send to Football Club £158.56 and to Dolton Primary School £195.00 for hire charges for the year to 31/3/11.

c) Any other financial matters: Current acc. bal. £2,365.26 (less above cheques to be paid) Dep Acc: £2963.68. The Clerk has applied for refund of VAT £2101.73. HMRC new regulations now require all Parish Councils to be registered as Employers and undertake PAYE for all employees whether tax/nic payers or not. Must register the Parish Council on 6th April 2011.

It was Proposed by Cllr Boyes and Seconded by Cllr Rolls that the above accounts be paid and invoices sent. All in favour.

Cheque signatories: Cllr Giles and Cllr Partridge

120 (10/11) Planning

- a. Applications to consider –1/0107/2011/FUL Cobb Cottage interior alterations for S. Percival - no objections but conservation considerations should apply; 1/071/2011/FUL Alterations to garage London House, Fore Street for J. Watts – no objections but conservation area considerations should apply.
- b. Permissions granted –none
- c. Refusals advised – none
- d. To receive any other planning matters: (1) Ref: 1/1035/2008/FUL Erection of 2 dwellings, one affordable and one open market Land Off Barlands Way North of Aller Road by Dixon Construction. Cllrs were concerned at the gradients and that excavation work had broken into the old well and water course and had caused flooding in Aller Road. Although the water had now drained away residents and Councillors were concerned that future flooding could occur to homes in that part of Aller Road if gradients and drainage systems were incorrect. The Clerk was asked to write to Building Control at TDC, the Planning Dept, DCC Highways and the Environment Agency expressing those concerns.
(2) Replacing wooden window/door frames with plastic in a conservation area. Cllr Jury asked if the Clerk could enquire of the Conservation Officer why window replacement with UPVC frames in a conservation area in the middle of Bideford was an enforceable matter but was not in Dolton.

121(10/11) Parish Grounds

i. Dennis Cross. The Clerk reported that the PCC wished to book Dennis Cross for an outdoor Songs of Praise on 14th August. **All in favour**

Cllr Jury noted that the grass cutting at Dennis Cross was looking neat and tidy. Cllr Burnage had not yet started the weekly inspection of play equipment etc. due to family commitments.

ii. Football Field. The Clerk was asked to contact Mr Jarroudi of TDC regarding the Archery taster sessions to say that while the Parish Council in principle are happy for the football field to be used for this activity to enquire about insurance cover, any health & safety issues, and how will the taster sessions be advertised?

121(10/11) Parish Action Plan.

Cllr Burnage reported that the Dolton Vision Group Open Day on 19th February was quite successful and received very good comments from the public. Mr Paterson's Presentation on Community Land Trusts had been interesting, informative and generally well received and in response to the questions:-

1. "Do you think that having our own Community / Property Trust would be a good idea for Dolton?" Of those who attended and expressed an opinion: 10 people (38%) said 'Yes'; 12 people (46%) said they 'Would like more information'; 4 people (15%) said 'No'.
- 2." If suitable land and funding were found upon which to provide solutions to local needs and aspirations, who would you prefer to actually bring them about?" Of those who attended and expressed an opinion: 0% said '3rd Party Developers'; 4% said they have 'No preference'; 96% said 'The people of Dolton via our own Community Trust'. The Vision Group will be meeting to absorb the Open Day feedback and look at the post-event recommendations from Bob Paterson.

Nothing further has been received from GM Planning since the First Draft Analysis of the Housing Survey, which the Clerk had distributed to each Councillor in February. Cllr Burnage said that a complete draft document will not be ready until GM Planning had checked the Part 3 responses with the individual households who had registered an interest in a specific housing type.

Cllr. 122(10/11) Maintenance and Traffic Issues - To receive updates on local issues.

As requested at the last meeting, the Clerk has written to DCC Highways (Mr Mitchell) regarding all the issues raised and has received the usual automated acknowledgement of receipt but no actual written responses. However, potholes and broken drains have been dealt with but despite the Lengthsman's visit there is still a lot of mud and other detritus in most of the gulleys through the Village although those outside the Village have been dealt with. Cllr Jury noted that the mud and leaves dug out had not been removed but left in piles and in some places would simply be washed back into the gulleys by rainwater. Cllr Lock said that the litter bin in Aller Road is broken and will be replaced. Cllr Boyes asked if the Clerk would write to TDC requesting some suitable moderate pruning of the Oak Tree in Barfield Close Car Park to stop small dead pieces falling on to the parked cars. Car parking in Stafford Way is causing difficulty and the Clerk

was asked to write to TDC asking if grass could be removed from the area to the west of the roundabout to allow residents to park there instead of in the road to alleviate the problem. Cllr Jury is concerned that speeding on Rectory Road has increased again, and the Clerk will report this to the Police. Cllr Jury also had noted that no street lights were on between the Manse, Chapel Street and Aller Road.

123(10/11) Parish Emergency Planning – Cllr Byrne gave a verbal update on the newly formed Emergency Planning Committee who had held one meeting. A database is being prepared on people who have such things as tractors and other equipment available in the village, and are prepared to assist. Second meeting takes place tomorrow when they will talk about the feedback gained from the Open Day and they will be inviting Ruth Staddon, TDC’s Emergency Planning Officer to attend a future meeting to offer advice and guidance.

124(10/11) Local Elections on May 5th. The Clerk has received 9 nomination forms for the Parish Council elections to distribute to Councillors who wish to stand again. The Clerk asked the Council to note the amended (due to the Royal Wedding) key dates in their diaries: **Notice of Election – displayed by Friday 25th March 2011; Close of Nominations is noon Monday 4th April 2011; Publication of Statement of Persons Nominated – noon Wednesday 06 April 2011; Close of Withdrawals – noon Thursday 07 April 2011; Notice of Poll – Friday 8 April 2011 and pointed out that all the key dates are listed on the last page of the nomination forms.**

125(10/11) Selection Purchase and erection of Notice Board adjacent to The Paddocks
Mr John McKenzie has supplied a drawing and estimate of £250 for making a suitable Notice Board. Cllr Burnage will draw a suitable sketch of the site for the Clerk to forward to TDC. **On the proposal of Cllr Boyes, Seconded by Cllr Burnage with all in agreement the Clerk was asked to send the drawing of the notice board and a sketch of its placement to TDC for approval and advice on whether planning permission will be required.**

126(10/11) Meetings Attended. None

127(10/11) Any Other Business
Cllr Byrne had been approached by someone suggesting that the one-way system in Aller Road should be reversed. The pros and cons of this were discussed but it was not considered a safe or suitable solution to the problem.

Cllr Partridge reminded everyone that in order to reclaim VAT, now 20%, all supplies of goods and services for the Parish Council need a suitable VAT invoice addressed to the Parish Council in order for the Clerk to be able to reclaim it.

Date of the next meeting is Monday 4th April at 7.30 p.m.

A PART II was convened at 9.15 p.m. and the Chairman requested the public to vacate the building.

Signed.....

Dated.....