

## DOLTON PARISH COUNCIL

### MINUTES OF THE MEETING HELD ON MONDAY 7<sup>th</sup> APRIL 2014 IN DOLTON VILLAGE HALL AT 7.30PM

Apologies: Cllr Giles, Cllr Haynes, Cllr Rolls Cllr R Lock – Ward Councillor,

Present: Cllr Lock -Chair, Cllrs S.Jury, N.Walker, M Grigg, S Lune, R Dunn, the Clerk, and 5 members of the public.. + PCSO Sandra Brown

**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.**

Cllrs Lock and Jury declared an interest in matters relating to Dolton and Dowland Village Hall.

PCSO Sandra Brown from Torrington reported on crime in Dolton during March. (report attached to minutes) She also reported there had been an increase in staffing levels at Torrington Police Station which meant there should be someone on duty most of the time. She left the meeting following her report.

#### **PUBLIC SESSION**

There were no comments from the public

#### **1(14/15) MINUTES**

The Minutes of the council meeting held on Monday 10<sup>th</sup> March 2014 having been circulated were agreed and signed as being a true and correct record.

**2(14/15) CLERKS REPORT-** the clerk reported that the 2 year grass cutting and maintenance contract had been awarded to Peter Burrige of Grounds Maintenance SW. The village caretaking contract had been awarded to Martin Lock. The clerk had attended a 'Preparing for Audit' course run by DALC. Information gained included – there is a consultation taking place at present which may mean Parish Councils with a turnover of less than £25000 may be exempt from an external audit in the future, instead they would be subject to a new transparency code. For security reasons council clerks should not be using their personal computers for council work. Loose leaf minute files could be protected for the future by having them bound into book form. The clerk would look into this.

#### **3(14/15) CORRESPONDENCE**

Parochial Church Council of Dolton	Thank you for donation towards fallen tree removal	noted
Read Easy	Info on adult reading classes	Poster on notice board, leaflet reading file
DCC	Library service review/children's centres review	Response requested
Ann Andrews	77m wind turbine – Peters Marland	Reading file
DCC	Emergency Management newsletter	Reading file + copy to emergency committee
DALC	Newsletter X 2 inc consultation on draft transparency code for PC with turnover of less than £25,000	Reading file
Zurich	Insurance renewal	Clerk following up on some issues

Devon Senoir Voice	magazine	Reading file
DALC	Annual subscription and survey	Survey completed

#### 4(14/15 ) FINANCE

##### a)accounts to pay

Name	Item	Vat	Total	Cheque No
Mrs W Holland	Home office £10.00 Stamps£13.20		23.20	729
M Lock	Caretaking		104.00	730
M Lock	supplies		10.17	731
D Lock	Grass cutting		165.00	732
DALC	Audit course - clerk	5.00	30.00	733
The Royal Oak	Water usage 2013/14		171.91	734
Chulmleigh Acadamy Trust	Printing of health questionnaire		22.50	735
DALC	Annual subscription	25.60	196.01	736
Dolton Baptist Chapel	Use of Chapel Room for March PC meeting - donation		10.00	737

Proposed Cllr Dunn, Seconded Cllr Lune. Cheque signatories Cllrs Walker and Jury

b) Income - £175.80 - Dolton Rangers Football Club – rent and water 13/14

Balance in current account £5028.49 – 28/3/2014 -28/2/14

Balance in deposit acc. £20811.22 – 30/1/14

Liquidity Manager 95day notice account £41102.15 – 28/2/2014

c) the quarterly balance sheet was presented to councillors (attached to minutes)

d) other financial matters

i) Mr Terry Farrington had agreed to act as internal auditor for this year but it would be for the last time due to retirement. If he became unavailable, the council delegated responsibility to the clerk to make alternative arrangements

ii) Review of Financial Regulations, Internal Controls Statement, and Asset Register –minor adjustments were made to the drafts produced by the clerk.

.iii) Insurance review – the clerk reported there had been a large increase in the amount charged for playground inspection charge which she had queried and been told it was due to an extra 60 minutes taken to do the inspection. The clerk would query this further.

#### 5(14/15) PLANNING

a)Applications to consider –1/0171/2014/LBC Cobb Cottage – reinstate internal opening – no objection

b)Permissions granted– 1/0987/2013/FUL- Long Meadow –Removal of Nissan hut and erection of stables/storage building.

#### 6 (14/15) PARISH GROUNDS

- Football Field – new gate had been delivered and would be erected by councillors in the near future. Cllr Lock reported it was possible that some to the broken up hard-core from the play area could be used to extend the parking area at the football field.
- Dennis Cross –Cllr Dunn asked if anyone knew where keys to the padlocks around the benches in the park were? Investigations would be made.
- Memorial Garden – Cllr Jury had been approached about planting poppies in the memorial garden to commemorate the start of the 1<sup>st</sup> world war. This was considered impractical as the grass was cut regularly. It was possible they could be planted in tubs.

**7(14/15) MAINTENANCE AND TRAFFIC**

a)bus turning signs – brackets for the signs had been sourced and they would be erected in the near future.  
b)Peter Burrige from Grounds Maintenance SW had met with Cllrs Lock, Jury and the clerk the previous week. He had supplied a quote to treat the moss on the memorial garden:- £23 for the treatment, and £40 for scarifying at a later date if required. The Council agreed to go ahead with the moss treatment.

**8 (14/15) HEALTH** – Cllr Lune reported that the health questionnaires had gone out and so far approx. 125 had been returned. She would analyse them and report the outcomes to the Council at a future meeting.

**9(14/15) Meetings attended – none**

**10(14/15) For Attention** – Cllr Grigg reported the hedge in Aller Road was very overgrown (one way section). The clerk would investigate and report.

**Date of next meeting:-**

The date of the Annual Parish Meeting was set for Monday 12<sup>th</sup> May at 7.00pm followed by the AGM and the monthly council meeting.

SIGNED .....DATE.....

QUARTERLY

BALANCE

NAT WEST CURRENT ACCOUNT

51507971

1/1/14-31/3/14

Bal b/f 8,535.37

receipts 370.80

sub total 8,906.17

less payments to 31/3/14 4,546.96

Balance at 31/3/14 4,359.21

outstanding  
cheques

721 £ 165.00

729 £ 23.20

730 £ 104.00

731 £ 10.17

732 £ 165.00

733 £ 30.00

734 £ 171.91

total £ 669.28

Bank statement 28/3/14 5,028.49

**RESERVE ACCOUNT**

**51538520**

Bal b/f 31/12/13 20,809.12

interest 2.10

**LIQUIDITY MANAGER 95 DAY NOTICE ACCOUNT**

**51573148**

Bal b/f 31/12/13 41,072.15

interest 31/1/14



Dolton Community Speed watch have been out twice in March 2014

On March 7<sup>th</sup> 2014 a total of 49 vehicles passed and 1 of them were being driven in excess of the speed limit.

On March 20<sup>th</sup> 2014 a total of 76 vehicles passed and 7 of them were being driven in excess of the speed limit.

Great work by the Community Speed Watch team.

Crime report for Dolton:

During the past 30 days Dolton has had 1 crime for a missing person. Over the same period we have received 11 calls where a log has been created the break down is as follows: 1 for dangerous driving.

1 for breach of bail.

1 Road traffic accident

4 concerns for missing person

1 report of an alarm sounding

1 report of Dolton primary school being insecure, all was in order upon attendance.

1 nuisance ASB/obstruction.

1 concerns for suspicious activity at property.

If there are any queries please contact me.

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