

DOLTON PARISH COUNCIL

MINUTES OF THE MEETING HELD ON MONDAY 21st MAY 2018 **IN DOLTON VILLAGE HALL, FOLLOWING THE AGM**

PUBLIC SESSION :

No matters were raised at the public session.

PRESENT:

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

Clerk L Morris;

Also in attendance Ward Cllr R Lock; C.Cllr A Saywell

1 member 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
- Cllr S Martindale: personal interest arising from a shared boundary with the Acorn Farm Lodges' site.
- Cllr R Dunn: any matters relating to insurance with Zurich.

18 (18/19) APOLOGIES FOR ABSENCE:

Cllr M Grigg was unwell.

19 (18/19) MINUTES:

The Draft Minutes of the Parish Council meeting held on Monday 9th April 2018 had been circulated. The Minutes were agreed by all to be correct and signed as a true record.

20 (18/19) MATTERS ARISING

The Actions list was reviewed and updated. It was agreed that the Clerk would give notice to transfer the balance from the 95 day Liquidity Account into the Reserves Account.

21 (18/19) CLERK'S REPORT:

There were no items to report not otherwise on the agenda.

22 (18/19) CORRESPONDENCE:

The list of correspondence received was reviewed.

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Ref	Date	Correspondent	Content	Action
2/1	25/4/18	Mrs Dalton	Car Park Entrance	Agenda for information
2/2	1/5/18	Devon Community Resilience Forum	Forum 14 th June	For Information
2/3	1/5/18	DALC	Forthcoming Courses	For information
2/4	3/5/18	Tarka Country Trust	Wildflower ID training	For information
2/5	15/5/18	TDC	Recycling Scheme	For information
2/6	16/5/18	Rural Health Network	Newsletter	For information
2/7	17/5/18	DCC	Mental Health Awareness Week	For information

23 (18/19) TO CONSIDER FINANCIAL MATTERS

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

Payee	Item	Gross	Inc VAT	Cq
DALC	Subscription	208.39	27.55	1058
Eurosigns	Car Park Signs	176.26	29.38	1059
MVF (Cllr Rolls reimbursement)	Car Park Fixings	27.30	4.55	1060
Mr M Lock	Caretaking	140.00		1061
Linda Morris	Home Office	10.00		1062
Linda Morris	Postage stamps	16.01		1063
RoSPA	Playground inspection fee	113.40		1064
D&D Village Hall	Hire	8.00		1065
Chris Hodgson	Car Park – ferrules	98.82	16.47	1066
Mr D Lock	Grasscutting	270.00		1067
Mrs P Down	Internal Audit	35.00		1068

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

b) Receipts were reported:

a) RECEIPTS: April 18	
Name	Amount
Donations for planters 000071	75.00
Village Hall. Reimbursement and donation 000072	747.00
Donation for planters 000073	100.00
TDCAP Precept	5,565.06
Bank Interest	14.60

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c) Bank Reconciliation. The Clerk presented the bank reconciliation to 30 April 2018.

BANK RECONCILIATION to 30 APRIL 2018			
Balance at bank 30/4/18			
Current Ac sheet 172	7,045.73		
Reserve Ac sheet 66	1,149.94		
95 Day Ac sheet 50	41,510.09		
Less un-presented cqs at 30/4/18	0.00	cq no	amount
Plus un-cleared credits at 30/4/18	0.00		
Total Balance at bank at 30.4.18	49,705.76		
Cash Book			
Opening balance from accounts 1/4/18	43,209.10		
Less payments to 30.4.18	5.00		
Plus receipts to 30.4.18	6,501.66		
Closing balance per cash book at 30.4.18	49,705.76		
Variance	0.00		

d) To Agree the Asset Register, with Insurance Values.

The Asset Register had been distributed and was agreed. The risks associated with the uninsured assets, including the war memorial, were discussed and it was agreed that they should remain uninsured.

The assets are not depreciated so it was noted that there would be an annual process to consider likely items for replacement in the next one, three and five years so that provision could be made for a replacement programme.

e) To sign the Annual Governance Statement 2018.

The Clerk read out the elements of the Governance Statement and it was agreed that this should be signed as true and correct. All in favour.

f) The Statement of Accounts for the year 2017/2018 had been distributed and checked as correct. It was agreed that this should be approved, signed and published, and sent to the external auditor. It was agreed that the dates for public scrutiny of the accounts would be set from 1st July 2018 to 30 July 2018. All in favour.

g) Any other financial matters.

An agreement had been drawn up to state the restrictions placed on the Clerk as a signatory on the bank account. All agreed that this would protect the Parish Council and the Clerk, while enabling more effective management of the accounts. The Clerk signed the agreement.

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24 (18/19) TO CONSIDER PLANNING MATTERS

- a) There had been no objections to 1/0238/2018/FUL
The application 1/0426/2018/LBC for Homelea, The Square was considered. There were no objections.
There had been no applications granted, withdrawn or refused. It was reported that the appeal relating to 2 Hilliers had been dismissed.

Any other planning matters.

Acorn Farm Park. The Clerk had written again asking for a meeting. It has been agreed that a meeting will be held on site on June 1st to discuss the boundary. Ward Cllr Lock told the meeting that the Licence is a basic licence which will not consider boundary issues.

25 (18/19) PARISH GROUNDS. Matters Relating to:

- a) Car Park. The Clerk reported that this matter is still ongoing, with Trowers and Hamlins now working on an access agreement. A discussion was held about the signage and its effectiveness in limiting large vehicles like camper vans. No action at the moment.
- b) Damage report. A report had been received about damage received to a car while driving into the car park. It was noted that there was sufficient room and much larger vehicles had accessed it with no difficulty.
- c) Football field. Dolton Primary School will convert to become part of a Multi Academy Trust in September. A new agreement to ensure that the children will have continued access to the field had been distributed prior to the meeting, and this was approved and signed. It was reported that new signs had been erected to keep dogs off the field.
- d) Dennis Cross. It was agreed that the hedges should be trimmed on the north and east side. Clerk to action.
Cllr Dunn reported that he had been in touch about the Report and adjustments would be made to reflect the true position.
- e) Memorial Garden. Nothing to report.
- f) Pride in Our Village. The work had been carried out successfully, but it was felt that more planning would be beneficial next year. Other matters which detract from the attractiveness of the village were discussed, and it was agreed that Cllrs/Clerk would follow some of these up. The cutting of the verges was discussed: Clerk to contact Highways to ask for the grass to be cut at the Beacon as it is a safety issue.

26 (18/19) Maintenance and Traffic Issues

- a) Cllr Rendell reported that speed signs in Rectory Road would cost in the region of £2000 each. No further action at the moment. C.Cllr A Saywell drew the meeting's attention to the fact that it was possible to report potholes and other problems online at <https://new.devon.gov.uk/roadsandtransport/report-a-problem/>. It was

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agreed that this would be useful information for the Dolton and Dowland Diary.

- b) Signs for the Planters. The matter of signs was still causing difficulty so it was agreed that a notice naming all the sponsors would be provided at the site. A notice of thanks had been sent for the June edition of the Diary.

27 (18/19) GDPR

A draft policy had been distributed and was agreed, in order to comply with the new legislation.

28 (18/19) Verbal reports from meetings attended.

No meetings had been attended.

29 (18/19) Items Brought Forward by the Chair for information only.

The Parish Council website is part of the wider village website, but this had been experiencing difficulty recently. It was agreed that a working group would be set up to consider the best way forward.

Signed Date