

MINUTES OF THE PARISH COUNCIL MEETING
OF BUCKLAND BREWER PARISH COUNCIL HELD ON
WEDNESDAY 10th APRIL 2019 AT 7:30pm
IN THE PARISH CHURCH SCHOOL ROOM

Members Present: Mrs Barbara Babb, Mr Andrew Hewitt, Mr George Heywood, Mrs Elisa Hurley, Mr Jim Lowe, Mr Trevor Mills, Mrs Rosemary Sanders and Mr David Watson

Also in attendance: None

Parish Clerk: Mr P Blosse

KEY: Actions are shown in bold blue type Decisions are shown in bold red type

905. Apologies for Absence Marie Douglas

906. Minutes of the Meetings of the Parish Council held on 13th March and 4th April 2019: The minutes of the meetings held on 13th March and 4th April 2019 were agreed and signed.

907. Declarations of Interest None

908. Public Participation None

909. Clerk's Report:

a. Correspondence: There had been 50 items of correspondence since the last meeting. The Clerk highlighted: i) Dogs: Documents about laws affecting dogs and Torridge Council's responsibilities had been distributed following last month's discussion. There has been a complaint about the notice that has been placed on the bins asking for large bags of dog mess to be left under the bin. The Clerk has therefore agreed with Torridge Council for them to install a second bin, as previously suggested. **Members felt the extra bin should be sited by the layby opposite the entrance to Hillpark.** There had also been complaints about bags of dog mess left by the bin outside the Coach and Horses. It was felt that it was inappropriate to have the bin sited so close to a food outlet. The Clerk will ask Torridge Council if it can be moved further down Orleigh Close. **He will also compose an article for Village Scene and the website encouraging homeowners to dispose of dog mess with their domestic rubbish.** ii. Better Broadband scheme vouchers. The Clerk pointed out that financial assistance might be available for some people with very poor broadband speeds. iii. notification from Torridge Council that the Communities Together Fund will not operate in 2019/20. This represents a reduction of about £760 a year in the Parish Council's funding for special schemes. iv. Invitation from North Devon Record Office to a 'thank you' event, 4th June 2019. **David Watson and Andrew Hewitt will both attend.** v. Torridge Council: Statement of Person Nominated. Members noted that only 5 people, all existing councillors, have been nominated for the next term. It will be necessary to co-opt 4 more councillors as soon as possible after the new Parish Council first meets in May. vi. Seafarers UK: Request to fly the Red Ensign on Merchant Navy Day, 3rd September – noted.

- b. 372 Bus Service: Members noted that the rerouting of the bus to the Affinity site had attracted only one infrequent user and therefore the new route would be discontinued.
- c. Arrangements for the Annual Parish Meeting: The Clerk reported that the guest speakers will be Chris Fuller, Economic Development Officer for Torridge Council, John Hector, Chair of the Parish Plan Steering Group and PCSO John McGovern. The meeting will take place in Buckland Brewer Village Hall starting at 8:00pm on Wednesday 17th April 2019. **He will publish a formal agenda.**
- d. Internal and External Audit Arrangements: The Clerk reported that he had arranged for this year's Internal Audit to be carried out on 26th April. The External Audit will again be carried out PKF Littlejohn. This year, Buckland Brewer has been selected for an interim assessment. This means it will be one of the 5% of smaller authorities required to submit additional returns for inspection. This year, the additional reporting will be related to Risk Assessment.

910. Fields and Allotments:

- a. School Field Rental Agreement and Proposed Amendment to Covenant: The Solicitor is negotiating the responses made at last month's meeting but has not responded yet. **It was agreed that the Parish Council would continue to pay for having the grass cut until the lease was signed.**
- b. Invoice to Village Hall Trustees for Fencing and Gates: This has already been paid. The Chair thanked the Clerk for his efforts in researching the legal position that enabled the Village Hall to avoid paying VAT.
- c. Allotments and Field Rents: Two tenants lost sheds in storms in recent months. Neither of them will be replaced so cheques have been raised to refund their shed deposits. All allotment holders were contacted following the last meeting, including 2 who were asked to tidy their plots or to remove unwanted items. Both have undertaken to do so. One of them commented about the amount of dog mess found on the allotments and asked if any dogs taken to the allotments could be kept on leads. Most field and allotment rents for the year have already been received.

911. Village Hall Update: Jim Lowe talked about the problem of school staff parking, that had previously been raised by George Heywood. There appears to be conflicting views about whether the teachers and other school staff want to park at the village hall or not. Jim Lowe said that it would be in the spirit of the S106 Agreement that all parishioners should be benefit, including alleviating parking problems. The Village Hall Trustees present at the meeting agreed that there was no objection on the part of the trustees to school staff using the car park, provided that they park in the area to the left of the village hall. It was suggested by Andrew Hewitt that the Trustees should write formally to the school setting out their position and let the school decide whether or not they want to accept the offer.

912. 3rd Age Activities: Arrangements are proceeding for the Community Lunch scheduled for 29th May 2019. The Keep Fit Club is now managed as a commercial venture and is no longer supported by the Parish Council.

913. Applying for the path behind the chapel to be designated a public right of way: The Clerk had obtained an application form to modify the definitive map of Public Rights of Way. Considering the amount of work involved in applying, it was agreed to defer making a decision about whether or not to proceed until a later meeting. Andrew Hewitt said that Ray Hoyle has a small digger that might be suitable for clearing the path in due course.

914. Flashing Speed Signs and Wireless Monitoring Systems: The sign has been installed and is working. The Clerk will change the battery each month and will generate reports from the data capture system in due course. A bill had been received for the installation of the pole at a cost of only £87.05

915. Snow Warden's Report: George Heywood reported that a bill for £400 + VAT had been received for the salt spreading last winter and for salt storage. About 2 tons of salt had been used and he will contact Cllr Barry Parsons about replacing it in the summer.

916. Members' Reports:

Barbara Babb had attended a Community Shop meeting recently where 2 items had been raised. i) **Parking outside the shop:** The broken bollard needs to be repaired or replace. **Andrew Hewitt will do this.** Also, the shop has asked whether white lines could be painted on the parking area to encourage people to park facing the wall, giving space for three cars. This was agreed unanimously ii) **Advertising:** They would like to display an 'A Frame' placard on the village green advertising the shop. This was turned down on the grounds that it would not be in keeping with the image of the green and that there is already a finger-post sign.

George Heywood asked if any progress had been made with the proposed footpath diversion. The Clerk had asked the Footpaths Officer very recently but there was still a moratorium on processing any diversion requests. He said that he will ensure that a path is created along the line of the proposed diversion later in the year. George also talked about the problem of cars parked along the narrowest part of the main road through the village, near the pub. He often cannot get his tractor through the gap and that would mean that a fire engine would also not be able to get through. **Jim Lowe will ask PCSO John McGovern to take a look at this and other parking problems in the village.**

Jim Lowe raised an issue about an overhanging hedge in the property opposite Barcot. **The Clerk will report it.**

Trevor Mills reported that the sign (unsuitable for vehicles over 7.5 tons) at the end of Barton Road has been damaged. **The Clerk will report it.**

917. Planning: Nothing to report

918. Accounts

a. Receipts and Payments

I. Bank balances as at 29th March 2019 (£54,626.72):

1. Parish Council Current Account was £8,889.54
2. Thornhillhead Moor Account was £11,527.74
3. Savings Account was £34,209.44

II. Fund balances as at 29th March 2019 (£54,626.72):

1. General Account - £23,098.98
2. Thornhill Head Account - £31,527.74

George Heywood asked what would happen to the Thornehillhead Moor balance at the end of the 10-year term of the SSSI. The Clerk said that, if the Parish Council were no longer managing the scheme, the funds would have to be transferred to whichever body took it over. It is more likely that the Parish Council will continue to manage the site under a new agreement but, by that time funds might be needed for essential maintenance and repairs. Andrew Hewitt asked if it could be made clearer in the accounts that these funds were not available for general parish council services.

III. Payments due (£1,641.58 + VAT)

The following list of payments was approved:

1. Parish Clerk's salary, expenses and associated PAYE (March 2019): £468.80, including PAYE - £83.50
2. DCC, Pole for Flashing Light - £87.05
3. DALC, Annual Subscription - £164.73 + VAT
4. Shed deposit refunds - £150.00
5. M Fry, grounds maintenance - £171.00
6. North Devon Display Gymnastics, grant - £200.00
7. Fishleigh's of Galsworthy, Salt Spreading - £400 + VAT

IV. Receipts (£2,545.15)

1. Buckland Brewer Village Hall, fencing contribution - £1,395.15
2. Field Rents - £960.00
3. Allotment Rents - £200.00

There being no further business, the meeting closed at 9:00 pm

Dates of Future Meetings:

Annual Parish Meeting, Wednesday 17th April 2019 (8:00pm in the Village Hall)

Parish Council (New Term), Wednesday 15th May 2019 (7:30 in the Parish Church School Room)

Signed as a true record:

Chairman: **Date:**