

DRAFT MINUTES

Alwington Parish Council – Minutes of a meeting of the Parish Council held on Tuesday 3rd, April 2018 at the Alwington Village Hall commencing at 7.30pm.

Present: Cllrs Gordon Lester (Chairman), Ian Harper, Brian Adams, Christine Moore, and Chris Payne

In attendance: Mr M. Harris, Parish Clerk, Members of the public.

Min49:18/19 Apologies

Apologies were recorded on behalf of Cllr Alison Boyle – Torridge District Council (TDC)

Min50:18/19 Declarations of Interest

Members were reminded that all interests must be declared prior to the item being discussed.

Min51:18/19 To confirm and sign the minutes of the Parish Council Meeting held on the 23rd, January 2018.

It was **resolved**, to confirm and sign the minutes as a true record

Proposed: Cllr Christine Moore, Seconded: Cllr Chris Payne

a) Matters arising from the minutes.

Cllr Gordon Lester reported back on the installation of an additional dog bin. The new bin had been located in the wrong place prompting a complaint from a local resident, the bin will now be moved to the agreed site. **ACTION POINT:** The Clerk to inform TDC of the relocation of the bin.

It was noted that a response had been received from the TDC Planning Enforcement Office in respect of the Old Post Office at Ford. It was confirmed that no breach of planning consent had taken place, this following information provided by the householder.

Min52:18/19 Correspondence and Communication

a) Correspondence was received in respect of the following matters:

- James Bowden – e-mail relating to the lack of water supply during the severe winter weather. To be discussed during the public session.
- TDC Local Plan Consultation – noted.
- TDC Community Governance proposals – noted.
- TDC Town & Parish Fund – charges for 2018/19 – noted
- Will Austin – Barnstaple Town Council – Request for grant ND Record Office. It was **resolved** to award a grant of £100 to support the work of the ND Records Office in 2018/19.

Proposed: Cllr Ian Harper, Seconded: Cllr Christine Moore

b) Website

Cllr Gordon Lester provided an update on the website.

The meeting was informed that David Butterworth had been appointed to redesign and launch the new website, and circulated a diagram outlining the headings for new site. It was confirmed that David Williamson had kindly agreed to take on the role as administrator.

Councillors were thanked for making an online decision to appoint a web designer. The new website will be launched at the Annual Meeting

c) County and District Council Ward Members Reports

There was no County Council or District report for the meeting. Noted that the

d) Community Safety

Cllr Gordon Lester reported that Devon and Cornwall Police were imminently announcing a significant reduction in PCSO numbers which will change the way community policing is delivered

Action Point: Cllr Gordon Lester will contact PCSO John McGovern to invite a representative to attend the Annual Meeting to discuss the situation at the Annual Meeting.

PUBLIC SESSION

The following matters were discussed in the public session:

- **Water supply in Woodtown** – James Bowden raised the issue of the loss of the water supply in Woodtown during the recent severe winter weather. The matter had been reported to SWW, and the Parish Council. The Parish Council also reported the matter to SWW. It was agreed that there was a general lack of communication that hindered people's awareness about how the incident was being managed and the availability of bottled water.

Action Points: 1) The Chairman agreed to write to SWW to express concerns over the handling of the emergency. 2) The Clerk to write to the District Council Emergency Planning Officer to clarify the local authorities' responsibilities during an emergency.

- **Condition of roads** – the unclassified road between Woodtown and Alwington Village Hall is in dire need of repair. There are several large potholes plus road subsidence from Broadpark to the Village Hall. **Action Point:** Report to DCC again
- **Booking of Village Hall** – reminder to inform Bookings Clerk of any changes to meeting dates.
- **Dog fouling in the parish** – this is an ongoing problem.

Action Point: The Clerk to order polite notices to dog owners to clear up after their dogs, notices to be displayed across the parish. Report to TDC broken lid

on Woodtown bin.

Min53:18/19 – Financial Matters

a) To receive an update on the current financial position.

The Parish Clerk reported that the balance in the Parish Account at the end of February 2018 is £6,963. End of year budget to follow.

b) To receive any accounts to pay.

Parish Clerks expenses - £46.02 cheque no 000272.

TDC payroll charges for 2017/18 - £48-00 Cheque no 000274

It was **resolved** to pay the above accounts. Proposed: Cllr Ian Harper
Seconded: Cllr Gordon Lester.

c) To note any income received – None for this meeting.

d) Any other financial issues – None for this meeting.

Min54:18/19 Planning Matters

a) New application – None for this meeting.

b) Planning decisions.

Ref: 1/1226/2017/FUL – Proposed siting of temp marquee for 90 days over the summer months – Chiddlecombe Farm, Fairy Cross – application approved.

c) Other planning issues:

Cllr Christine Moore reported that the Broadpark signs were up again on the Roadside.

Action Point: The Clerk to contact Cllr Alison Boyle at TDC to request that the matter is reported to the enforcement team

Min55:18/19 Maintenance & Highways

Cllr Chris Payne reported that he had contacted Cllr Tony Inch DCC to discuss progress on the list of highway issues in the parish. He confirmed that Cllr Tony Inch had been invited to visit the parish and tour the roads to see the outstanding road repairs. Agreed to take stock of the situation in May/June, when the weather improved.

The parish maintenance programme is now underway, and it was agreed that Cllr Chris Payne would report back on progress at the next meeting. Any other required work will be circulated to all Cllrs in advance of the work.

It was reported that litter was now a problem on the road side verges along the A39.

Action Point: The Clerk to raise the issue with Cllr Alison Boyle, and report back.

Min56:18/19 Co -option of New Councillor

The application to join the Parish Council from Neil Rothney was considered. It was **resolved** that Neil Rothney be co-opted as a Councillor for the Alwington Parish Council.

Proposed: Cllr Gordon Lester. Seconded: Cllr Brian Adams

Min57:18/19 Alwington Parish Plan & other issues for action in 2018/19

a) Emergency Plan

It was agreed to put the Plan on holding pending clarity on the implications of the new GDPR regulations

b) Broadband

Cllr Ian Harper reported that no further information had been received on the implementation programme since the last meeting.

c) Additional Dog Bins – discussed earlier in the meeting.

d) Change of date for Annual Meeting & Parish Meeting

After a discussion it was agreed to hold the Annual Meeting and Parish Meeting on Tuesday 29th May 2018.

Action Point: The Clerk to inform the Village Hall Bookings Clerk.

e) General Data Protection Regulations (GDPR)

The Clerk reported that new Data Protection Legislation will take effect from the end of May 2018. The Parish Councils Standing Orders will need to be amended to reflect the new legislation. **Action Point:** The Parish Clerk to draft amendments to the Standing Orders for consideration at the next Parish Council Meeting.

Other agenda items at the discretion of the Chairman

Cllr Ian Harper raised an issue relating to the information provided by the District Council on the precept, which indicated an increase of 5.99%. **Action Point:** The Clerk to contact TDC to clarify the increase.

There being no further business the meeting closed at 9.05pm.

The Annual Meeting of the Parish Council will take place at the Alwington Village Hall on Tuesday 29th, May, commencing at 7.00 pm, to be followed by a Parish Council Meeting.