

Alwington Parish Council

Minutes of the meeting held on Tuesday, 23rd, January 2018, at the Alwington Village Hall, commencing at 7.30pm.

Present: Councillors Gordon Lester (Chairman), Ian Harper, Christine Moore, Chris Payne

In attendance: Malcolm Harris – Parish Clerk, and 4 members of the public

Min 40.18/19 Apologies: Councillors Brian Adams, and Alison Boyle – Torridge District Council. (TDC)

Min 41.18/19 Declarations of interest: Members were reminded that all interests must be declared prior to the item being discussed. None received.

Min 42.18/19 to confirm and sign the minutes of the Parish Council Meeting held on the 21st, November 2017.

The following amendments to the minutes were proposed:

Min 31.17/18 Should read Cllr Christine Moore not Payne. There were several other spelling corrections.

It was **resolved** to confirm the minutes of the Parish meeting held on the 21st November 2018, with the proposed amendments. The amended minutes to be circulated to all Councillors. Councillors were thanked for posting notices on the parish noticeboards.

Proposed: Cllr Ian Harper. Seconded: Cllr Chris Payne (all in favour).

a) Matters arising therefrom, not on the agenda

BT Phone Box – Cllr Gordon Lester reported that there had been no success in establishing ownership of the phone box, BT do not have a record of the box.

Removal of telegraph poles – Cllr Gordon Lester reported that BT need to remove equipment from the poles, prior to cutting them down. Cllr Gordon Lester to liaise with Cllr Brian Adams.

Min 43. 18/19 Correspondence and Communication:

a) Correspondence – The Parish Clerk confirmed that the following correspondence had been received:

- Torridge District Council – Torridge Community Governance Consultation – noted. No further changes relevant to Alwington Parish.
- Torridge District Council – TAP Fund 2018/19 – proposed changes to criteria – noted.
- St Helen's Primary School – proposal to form a Multi Academy Trust this academic year, request for views – noted that the Parish Council have no comments on the proposals.

b) Website

A number of options for the development of a new website were discussed:

Net Wise Training Ltd

The Parish Clerk confirmed that the above company were able to design, establish a domain, and maintain the new website for a cost £899. The company manage many Parish websites across the UK.

Local Web designer

Cllr Christine Moore reported that discussions had taken place with a local web designer who has set up and designed a number of sites. The cost of design and set up would be £489. There were some concerns expressed about the security issues with the local home server.

Local Web designer

Cllr Gordon Lester informed the meeting that following contact with a local designer a price of £1,500 had been quoted for the development of the website, and two days training.

Discussion also took place on the requirements and impact on the Parish Council in respect of the Data Protection Regulations.

Action Points:

1. Cllr Gordon Lester to contact Net Wise to place the order on hold, pending further investigations into the potential security issues relating to the use of a local home server. After clarification, circulate all Councillors with the information to decide on the provision of a new website.
2. Cllr Christine Moore to contact local website designer to clarify if there are any security issues with using a home-based server.
3. The Parish Clerk to contact DALC to find out facts relating to the new legislation.

c) District/County Council updates.

Cllr Alison Boyle – (TDC) had provided a written report prior to the meeting. The main points are as follows:

- Notification of increase in fees for planning applications.
- Notice of a Joint TDC and NDC meeting to discuss issues relating to the housing supply over the next 5 years.
- Work on the Bideford Bridge has commenced, with night time work to speed up the completion of the work.
- Additional Dog bins – details of conversations with TDC staff. This issue will be discussed later in the meeting.

No report was received from Cllr Tony Inch - DCC

d) Community Safety Update

No report received.

Public Session:

Hilary Dodge raised the matters:

- 1) **St Helen's School** – noted that the Church Council would be involved in the consultation process.
- 2) **BT Phone Box** – confirmed that no number for the phone box had been found.
- 3) **Potholes** – reported that potholes in around Strawberry Hill are very bad. Noted that this issue has been reported to DCC, and as to date no remedial work has been undertaken.
- 4) **Horses** – noted that horses have been leaving deposits near the Bus Stop on the main road. **Action Point:** Cllr Gordon Lester to contact the owners of the livery stables to have an informal discussion

5) **Additional Dog Bins** – following various emails and discussion TDC have proposed the provision of one additional dog bin located near Knotty Corner. It was agreed that the Parish Council would persist with the original request for two additional bins. **Action Point:** Cllr Gordon Lester to email Richard Haste at TDC, with copies to Cllr Alison Boyle and Mervyn Langmead to confirm that the Parish Council would like to confirm the request for two additional dog bins.

Julie Harper raised the following matters:

1) **Woodtown parking area**

Reported that there are several puddles in the parking area near the letter box. **Action Point:** Cllr Gordon Lester to liaise with Cllr Brian Adams to discuss what remedial work can be undertaken.

2) **Grass growing in middle of the road** on Strawberry Hill, and on some of the roads in and around Woodtown and the Church, there is grass growing in the middle of the road, **Action Point:** Cllr Gordon Lester to investigate if scraping is possible.

3) **Town & Parish Fund** – noted that Alwington Village Hall would be interested in discussing a potential TAP Fund bid with the Parish Council.

Min.44.18/19 Financial matters:

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

The Clerk reported a current balance in the account minus pending payments of £7,490. This balance excludes any costs associated with the provision of the new website.

b) To receive accounts to pay.

The following payments were presented for final approval:

- AS Maintenance - maintenance work in the Parish - £280 - cheque no 000266.
- St Andrew Church PCC – grant for maintenance of burial ground £150 -cheque no 0000267.
- Citizens Advise Bureaux – grant to support work in the parish £100 – cheque no 0000269.
- Alwington Village Hall - grant to support the provision of the Village Hall £250– cheque no 0000270

It is Resolved that the above payments be approved.

Proposed by: Cllr Gordon Lester, seconded by Cllr Ian Harper (all in favour)

c) To note any income, receive.

No income has been received,

d) Any other financial matters arising:

There were no other financial matters for discussion.

Min 45.18/19 Planning matters:

a) Plans received:

Ref: 1/226/2017/FUL – Proposed sitting of temporary marque for 90 days over the summer.

Noted this is a revised application, and the comments from the Parish Council remain as per the previous application where concerns were expressed around access to the venue, parking arrangements, and the speed of adjacent traffic to the site. **Action Point:** The Parish Clerk to respond to TDC on that basis.

Ref: 1/0036/2018/CPE – application for Certificate of Lawful Development – Use of unit 2 as single dwelling - Winscott Barton, Fairy Cross, Bideford. The Parish Council has no views/comments on the application

b) To note any permissions received:

Ref: 1/1160/2017/FUL Retrospective application for the retention of a double garage. -1, Council Cottages, Fairy Cross, Bideford – the application was granted permission.

c) To note any refusals granted:

None received.

d) Any other planning matters:

There were two issues discussed:

1. The Old Post Office

Cllr Chris Payne raised concerns over recent work being undertaken to the garage, that may contravene the planning consents. **Action Point:** It was agreed that Cllr Chris Payne would have an informal conversation with the owner to raise concerns, prior to any further action.

2. Pre- planning application.

Cllr Gordon Lester informed that meeting that he had been contacted by the owner of a property near Strawberry Hill, that is preparing a pre planning application to open a small campsite on the land. The owners is happy to engage with the Parish Council at an early stage. **Action Point:** Cllr Gordon Lester to discuss the proposed application, and report back to the Parish Council at the next meeting.

3. Speeding on the A39

Cllr Gordon Lester raised the issue of speeding traffic on the A39. This is still a major concern for many residents, and a discussion took place on options for speed reduction. No actions were agreed.

Min 46.18/19 Maintenance and Highways.

Cllr Chris Payne lead a discussion on the engagement of AS Maintenance & Design to undertake the Parish maintenance programme in 2018/19.

It was **resolved** to engage AS Maintenance & Design for a maximum of 30 days per year to undertake the parish maintenance in accordance with the agreed programme. Travel costs of 25p per mile were agreed. A maximum budget of £2,500 was agreed.

Proposed: Cllr Gordon Lester, and seconded by Cllr Chris Payne.

Cllr Chris Payne had circulated a report prior to the meeting listing outstanding highway issues, and a list of works that has been completed.

Following a discussion, there were real concerns over health and safety at two specific locations. The sunken manhole on the A39 adjacent to Woodmans Cottage cover causing a noise nuisance to occupiers of adjacent properties, and the unclassified road from Woodtown to Alwington Village Hall west of Broad Park, where there are a range of issues deemed to be a health and safety risk.

Action Point: Cllr Gordon Lester to contact Cllr Alison Boyle with the health & safety concerns to seek advice on the best way to take this issue forward.

Min 47.18/19 Parish work programme

The Parish Clerk introduced the item, and the need to review Parish Council policies on an annual basis. Discussion took place on the Council's Standing Orders, Financial Regulations, and Councillors Register of Interests. Noted that the implication of the new Data Protection legislation will need to be incorporated in the Standing Orders, and the annual governance plan. No other changes to existing policies were proposed.

Min 48.18/19 Alwington Parish Plan

a) Broadband

Cllr Ian Harper reported that there had been no real developments since the last meeting on this item, and the Parish Council will need to push Air band to ensure they stick to the agreed timescale for the improvements/developments.

b) Emergency Plan

Action Point: Cllr Gordon Lester to update, finalise and circulate the Plan.

c) Councillor vacancies

Cllr Gordon Lester informed the meeting that he had received the resignation from the Parish Council from Councillor David Williamson. He had responded with thanks to David for his long-term involvement with the Parish Council, and special thanks for managing the website. The vacancy has now been advertised.

The meeting was informed that Alan Guest had decided not to take forward the offer to fill a Councillor vacancy.

Action Point: Cllr Gordon Lester to coordinate the placing of a notice on the boards across the Parish to invite parishioners to take forward an application to sit on the Parish Council.

Forthcoming meeting date: Tuesday 3rd, April 2018, Alwington Village Hall, 7.30pm. Note the new date for the next meeting.

There being no further business the meeting closed at 9.15pm

Date.....Signed Chairman.....