

**MINUTES OF THE PARISH COUNCIL MEETING
OF BUCKLAND BREWER PARISH COUNCIL HELD ON
WEDNESDAY 12th APRIL 2017 AT 7:30 AT
BUCKLAND BREWER SCHOOL**

Members Present: Mrs Barbara Babb, Mrs Marie Douglas, Mr George Heywood, Mr Jim Lowe, Mr Trevor Mills, and Mr David Watson. Rosemary Sanders and Elisa Hurley were co-opted at the meeting and joined the Council from item 457 onwards.

Also in attendance 2 prospective co-optees and Cllr. Robin Julian

Parish Clerk: Patrick Blossie

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

452. **Apologies for Absence** Cllr. Barry Parsons and Cllr. Alison Boyle

453. **Declarations of Interest** None

454. **Public Participation:** None

455. **Minutes of the Meeting of the Parish Council held on 8th March 2017:** The minutes of the meeting held on 8th March 2017 were agreed and signed.

456. **Co-option of New Councillors:** Two applications had been received to fill two vacancies. Both candidates had submitted written CVs and were asked about their reasons for wanting to become councillors. Each candidate gave a brief overview of themselves. It was proposed by George Heywood, seconded by Barbara Babb and agreed by 5 votes with two abstentions that Rosemary Sanders should be co-opted. It was proposed by Jim Lowe, seconded by David Watson and agreed by 5 votes with two abstentions that Elisa Hurley should be co-opted. Elisa Hurley and Rosemary Sanders read and signed Declarations of Acceptance and joined the Council for the remainder of the meeting.

457. **Clerk's Report:**

- a. **Correspondence:** The Clerk had distributed 30 items of correspondence since the last meeting. He highlighted i) notice that the Area Advisory Group Meeting scheduled for 18th April had been cancelled. ii) notice of the Devon County Council elections being held on 4th May and that this was now a period of purdah, which was why Cllr Barry Parsons had chosen not to attend the meeting. iii) A reply from Geoffrey Cox MP about the closure of Holsworthy Hospital. iv) Posters for the Dogs Trust which he asked to put up on notice boards, and v) comments from Cllr Barry Parsons that he was impressed by the pride individuals took in looking after their properties around the village and a suggestion that Buckland Brewer should enter the Best Kept Village competition.

- b. Casual Vacancies: The Clerk had met with an officer from Environmental Health and had agreed a position for another dog bin at the end of the path leading to the new village hall adjacent to the gate into the new amenity field. He had been told that, once TDC had received a cheque for £119.12, to be signed today, it would be about 3 week before the bin was installed, but, in fact, the bin had already been put in place and was being well used. It will be emptied weekly at no further charge. **The Clerk's action was approved unanimously.** He had enquired about having another bin at the other end of the path but TDC resisted this as the service is already stretched to its limit.

458. Broadband Services: The Clerk had been asked to investigate the provision and acceptability of Broadband services to the parish. This had proved complex as there are so many different suppliers and users have a wide range of different equipment and different expectations. Another very significant issue is the distance that each user is from the nearest BT fibre-optic supply. One parishioner had been particularly helpful in providing details about his own experience and the Clerk had asked members to keep records of their own. As an Airband user the parishioner had initially been disappointed that the service seemed to have got worse since that company took over from Wild West Net. However, an engineer from the company had repaired a damaged receiver and he was now getting download speeds of almost 60mbps and upload speeds of over 11mbps. This is impressive even compared to the fibre optic speeds provided by BT, which seem to be about 40-45mbps. Airband users who have to bounce their signal off other people's receivers because of their location normally get much slower speeds and people using cable connections who are located in remote areas get the lowest speeds. One councillor had reported a download speed of 0.5mbps. There are grants available to install satellite equipment if you experience speeds of less than 2.5mbps. Although this is very slow if you have a number of users wanting to use the connection at the same time ,or if you want to stream videos or play internet based games, it is adequate for emails and most home usage.

459. Parish Notice Board: Jim Lowe had been approached with a request for some improvements to the notice board in Buckland Brewer such as weather-proofing it, providing a softer backing and replacing the plastic sheeting with glass panes. **This was agreed unanimously and Jim was asked to organize the work at an estimated cost of £100.**

460. Taxi Licencing Consultation: No comment.

461. Fields and Allotments

- a. Works to Sports & Amenity and School Fields: Trevor Mills reported that soil has been spread and the fence has been moved back. He proposed that the seeding of both fields should be done together. The fields had been sprayed again this week. George Heywood advised that the choice of grass to use was a critical one and that advice should be sought from a professional. It was proposed by Jim Lowe and seconded by David Watson that Trevor should investigate this through RHS Rosemoor. It was accepted that the fields would probably not be ready for this year's fete or school sports day. The total cost of fencing is expected to be about £3,000.
- b. Expressions of Interest re vacant field: An offer of £175 per year had been received, with a suggestion that the applicant would be prepared to pay a further £100 per year if the footpath across the middle of the field could be redirected around the edge. This offer was considerably less than the previous rent of £340 per year. A second offer was provided verbally through Andrew Hewitt of £100 per acre. The field is about 5 acres. It was proposed

by Andrew Hewitt, seconded by Jim Lowe, and **agreed unanimously, to accept the second offer, subject to it being supported by a written submission.**

- c. Allotments The Clerk reported that there were no longer any plots available as he had let the last remaining empty plot soon after the last meeting. As suggested, he had written to all of the allotment holders and to the residents of Castle Meadow, asking their opinion about the suggestion to install a second gate and the request to keep bees. Responses had been received from almost 60% of the recipients so far with overwhelming support for both suggestions. There had been only person not in favour of the gate and one not in favour of bees. A report showing all of the comments received had been distributed to members before the meeting. The Playing Field Association had written to say that they had no objection but that the Parish Council would be expected to reinstate the hedge if the lease on the car park was terminated. **It was agreed unanimously to install the second gate and to give permission for a bee hive.**

462. Thornhillhead Moor Mast A legal document had been prepared for the rent of the mast to Arqiva at £3,000 per year. To summarise the Deed of Variation, it allows

- a. Arqiva to share occupation of the mast with CTIL (Cornerstone Telecommunications Infrastructure Limited) who in turn may share with Telephonica and Vodaphone, in return for an annual fee of £3,000 per annum to the council. They have inserted a clause that the license fee shall cease to be payable if CTIL, Telephonica and Vodaphone ceases to operate their equipment from the mast.
- b. They would like to vary the permitted use in the existing lease to allow use of the property by the Tenant and permitted licensees (which would be any third party that they ask you to consent to). Our solicitor had therefore added a provision that any additional third parties are to pay an additional license fee of £3,000 per annum to the landlord from the date of consent.
- c. Arqiva has also added an additional clause to the lease to enable them to carry out any alterations or additions to the property without having to seek consent first, provided that this is limited to no more than three antennae's and two dishes and one equipment room at the site. An amendment has been added that such works are to be carried out in accordance with all laws and regulations and that the tenant will be obliged to cause as little disturbance to the landlord as is practical and make good any damage caused to the Council's reasonable satisfaction, promptly.
- d. **The Council accepted the conditions unanimously and the document was signed by the Chair and Vice-Chair.**

463. New Village Hall: The Clerk had received a number of requests via both the community website and the Facebook page about booking the hall. There seemed to be a widely-held misconception that the hall is managed by the Parish Council. He asked for the hall bookings contact details to be advertised more widely and suggested that they should include an email address as this is becoming the preferred method of communication for many people. He also suggested that the community website could include a Village Hall contact page if they so wished. Jim Lowe said that the Village Hall Trustees should consider installing broadband so that the Parish Council and other users could make more use of the building. Trevor Mills said that they were looking into it. Jim Lowe also pointed out that despite many requests, nobody had submitted any copy about the new village hall for the community website. Referring to an article in Village Scene, Jim said that he had received some adverse comments from ex-trustees who had been working towards building a new hall for many years, that there was an implication that it had all been done within the past 15 months. He also criticized the Trustees for failing to publish any minutes as they had promised to do. Trevor Mills presented the Council and the

Clerk with invitations to the opening event on 29th April. David Watson asked whether the Council would like to supply a display board.

464. Members' Reports

Barbara Babb had spoken to the Post Office about the positioning of the van and lack of services requiring broadband connections. They were still waiting for the delivery of a new cable. **The Clerk was asked to write a letter of complaint to the Woolsery Post Office.**

George Heywood said that it had not been necessary to use the salt spreader over the winter and asked if the Council wanted to carry on with the service. He said there had been one occasion when he was about to call out the contractor but DCC had salted the village anyway. The contractor still has a stock of 5 tons of salt and there are some bags in the disused factory.

Jim Lowe i) had enquired about signage for the community field and village hall and was waiting for a response from Simon Phillips at DCC Highways. ii) He had also been in touch with Planning about the Orleigh Close housing development. There is a viability issue over the affordable housing. Iii) Kier had recently been doing some work at the village green and had made good some of the tarmac. He had enquired about them doing the whole of the village green area and had been quoted £8,000 for surface dressing only and £14,000 if a more thorough job including digging up and providing a new base at the entrance to Northwood Lane. Iv) He pointed out that there were still only 2 photographs of the Council on the website. Andrew Hewitt took photographs of all the Councillors. v) He also pointed out that there was still no confirmed speaker for the Annual Parish Meeting. The Clerk had not heard back from Cllr James Morrish and will try to contact him again. It was agreed that he would also invite Richard Haste to repeat his presentation about changes to waste collection services.

David Watson said that bags of dog waste were being thrown into hedges. The Clerk will write a short piece for Village Scene.

465. Planning Application:

- a. Lawful Development Certificate: 1/0252/2017/CPE, 12 Orleigh Court Barbara Babb said that she was quite confident that the property had been used as a residence for more than 10 years.
- b. Enforcement Enquiry, The Old Post Office The Clerk had contacted Planning Enforcement as requested at the last meeting. They had said that the works were in accordance with the approved plans and that they could take no action themselves but had referred the matter to the Highways Authority. There had been no response from them so far.
- c. Enforcement Appeal: APP/W1145/C/16/3152967 – Land at Goutisland, Lydeland Water: The inquiry for this appeal is to be held at 10:00am in The Council Chambers on Tuesday 16th May 2017.

466. Accounts

a. Receipts and Payments

- i. Bank balances as at 31st March 2017:
 - Parish Council Current Account was £5,768.67
 - Thornhillhead Moor Account was £7,305.04
 - Savings Account was £18,095.66

- ii) Payments due (£1,996.99 + VAT)
 - Parish Clerk's salary, expenses and associated PAYE (March 2017): £437.14, including PAYE - £74.80
 - DALC, Planning Course - £25.00 + VAT
 - DALC, Annual Subscription - £158.34 + VAT
 - TTVS, Annual Subscription - £25.00
 - SEL Clarke, Works to Amenity Fields - £1,020.00 + VAT
 - Eon, Air Ambulance Tower electricity - £10.26 + VAT
 - Torridge Council, Dog Bin - £119.12 + VAT
 - Community First, Annual Insurance Premium - £202.13

- iii) Receipts
 - Allotment Deposits- £125.00
 - Allotment rents - £125.00
 - Field Rents - £960.00

b. Year End Accounts 2016/17 The Clerk had distributed a draft set of year accounts for 2016/17. There were some significant differences against the annual budget, mainly due to the payment of a grant of £15,000 to the Playing Field Association from wind turbine monies that were received after the budget was approved, and the impact of the receipts and payments associated with the Air Ambulance Fund.

467. Annual Audit The Clerk explained the process for the internal and external audits of the Council's Accounts and Annual Return for 2016/17. He has made arrangements for the internal audit to be carried out on 3rd May. The deadline for submitting the year end return to the external auditor is 14th June 2017. He recommended that the statutory 30 working day period for the public inspection of the accounts should run from 12th June to 21st July.

- a. Annual Governance Statement: Members approved the Annual Governance Statement, noting that the recommendation from last year's internal and external audit reports that the Council should adopt a set of Financial Regulations had been met during the course of the year. Section 1 of the annual return was signed by the Chair and the Clerk.
- b. Annual Statement of Accounts: Members approved the Annual Statement of Accounts and noted also the bank reconciliation and schedule of variations that will form part of the submission to the external auditor. Section 2 of the annual return was signed by the Chair and the Clerk.

There being no further business, the meeting closed at 9:35 pm.

Date of Next Meeting:

Parish Council: Wednesday 10th May 2017 (Buckland Brewer School, 7:30pm)

Annual Parish Meeting: Wednesday 17th May 2017 (New Village Hall, 8:00pm)

Signed as a true record:

Chairman: **Date:**