

**MINUTES OF THE PARISH COUNCIL MEETING
OF BUCKLAND BREWER PARISH COUNCIL HELD ON
WEDNESDAY 13th DECEMBER 2017 AT 7:30 AT
BUCKLAND BREWER SCHOOL**

Members Present: Mrs Barbara Babb, Mrs Marie Douglas, Mrs Elisa Hurley, Mr Jim Lowe, Mr Trevor Mills, Mr Andrew Hewitt, and Mr David Watson.

Also in attendance Vicky Booty, Police and Crime Commissioner's Office

Parish Clerk: Mr P Blossie

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

577. **Apologies for Absence:** George Heywood, Rosemary Sanders, Cllr Barry Parsons (DCC)

578. **Minutes of the Meetings of the Parish Council held on 8th and 23rd November 2017:** The minutes of the meetings held on 8th and 23rd November 2017 were agreed and signed.

579. **Declarations of Interest:** None

580. **Public Participation:** None

581. **Presentation by Vicky Booty, Police and Crime Commissioner's Councillor Advocate Scheme:** Vicky Booty has been with the Office of the Police and Crime Commissioner (OPCC) for 3 months and, previously, had worked in Local Government as a Scrutiny Officer. Her brief is to improve communications between the OPCC and local authorities at all tiers through their elected representatives. So far, 35 councils had shown an interest in taking part in the 'Advocate Scheme', mostly parish councils. The scheme is intended to ensure councillors are better informed and have more accurate information by nominating one councillor from each council to act as advocate. It will also let councils raise concerns and issues. Vicky recognises that Devon & Cornwall Police covers a huge area and she is still getting to understand the local infrastructure. There are currently no detailed plans of how the scheme will work. She hopes to grow it slowly over a period of time. Although a role profile for advocates has been drafted, it has not yet been published. The scheme will provide an information base about crime prevention and appropriate procedures to follow that are going to be tailored to each local area's needs. She said that there is no desire to interfere with any arrangements and relationships that already exist with local police and PCSOs. Jim Lowe said that we currently have a good working relationship with the local police station staff but is worried about the proposed cuts in PCSOs and hoped that this scheme was not meant to replace that with "policing on the cheap". Vicky assured members that advocates would not need to be DBS checked and that any training, or any other expenses, would be met by the Police Authority. Andrew Hewitt asked if it would be possible to be involved while the scheme develops without committing to it. Marie Douglas asked about the victim support scheme. Vicky said that this network would be incorporated in the scheme. Jim Lowe pointed out that all local council at parish and district levels are due for re-election in May 2019 and that it might not be advisable to sign up and train a number of councillors who might no longer be serving after that time. Vicky thanked him for the advice. David Watson and Marie Douglas asked further questions about what sort of advice advocates would be expected to provide and whether it would be linked through a network of parish websites. Vicky was not able to provide much detail but suggested that advocates would be expected to attend a quarterly forum and that information would be provided through a 'members only' area on the Devon & Cornwall Police website. **It was agreed that the Council would consider the proposals in more depth at its meeting on 25th January 2018.**

582. Clerk's Report:

- a. **Correspondence:** 60 items of correspondence had been distributed by email since the last meeting. The Clerk highlighted the following items: i) SAAA: Notification of external auditor appointments for the 2017-18 financial year, ii) Martin Caddy, Footpaths Officer, Footpath amendment Buckland Brewer (Next to the playing fields) – see item 586, iii) TDC: Response re trees at Glebe Fields – see item 587, iv) Tesco Bags of Help grant information – it was agreed to advertise the scheme in Village Scene and on the website, v) TDC: Draft Plan, Notice of additional Hearings Sessions: 16th – 18th January 2018. It was agreed that it would not be necessary for Buckland Brewer to be represented. vi) Cllr Barry Parsons: December Update, vii) Invitation to join CPRE – not accepted at this stage but the application form and supporting documents were given to **Andrew Hewitt to consider more fully**, viii) an email had been received from another recipient of an Education Support Fund grant thanking the Parish Council for “a valuable contribution to my continued further education”.
- b. **Future Meetings:** **The Clerk will compile a list of meeting dates for 2018 for the January meeting**, and consideration will be given to using the Church School Room for some or all future meetings.

583. Fields and Allotments:

- a. **Works to School and Amenity Fields:** Trevor Mills reported that the hedging work will be done on February 2018. No invoice has yet been received for the stone picker. Trevor had agreed with the contractor that 2½ hours had spent on the job and an invoice should be received soon.
- b. **School Field Rental Agreement:** No further news yet from the consultants or the school. Jim Lowe reported that there had been discussions with the previous landowners and that a revised covenant was being drafted that would clarify the County's position in relation to erecting a temporary building on the plot for education purposes only.
- c. **New Allotment Gate: and other Allotment Issues:** Following the ‘tidying up’ day at the allotment on 9th December, attended by 9 people, it was suggested that part of the path needed to be flattened out and laid with stones. This and any other matters will be discussed by the next Field and Allotments sub-committee. Elisa Hurley asked for an item to be added to the next agenda to identify any other issues that need to be discussed.

584. DSFRS Draft Integrated Risk Management Plan Consultation: Some access problems outside the pub were raised. **Jim Lowe will look at the consultation paperwork to see whether it is appropriate to make any response.**

585. November 2018: Commemoration Events: The history group has suggested a number of activities, including a poppy parade, an Edwardian Lunch and evening beacon lighting. It was agreed that the Parish Council will take ownership of providing and managing the beacon and a sum will be agreed at the next meeting for inclusion in next year's budget to help towards the costs of the events. There will be a public meeting in the Village Hall on 23rd January 2018, at 7:30pm, to get the organisation of the day started.

586. Footpath Diversion: South Church Park: Devon County has apparently imposed a moratorium on footpath diversions, but the Footpaths Officer has undertaken to ensure that this proposal is actioned in the New Year.

587. Trees at Glebe Fields: A tree surgeon appointed by the firm acting for the Dioceses is now in consultation with Torridge Council's Tree Officer about removing some weight (branches) from the

trees. Andrew Hewitt was concerned that he thought the trees were hollow and potentially very dangerous. It was noted that one of the trees is on private land not owned by the dioceses.

588. **Post Office Van:** This service was successfully re-instated 2 weeks ago. Although there were some glitches on the first day, all seems to have gone well since then. Jim Lowe thanked the staff in Geoffrey Cox's office, who had been extremely helpful. It had been confirmed eventually that the line was owned by BT. Jim was concerned that the parish and residents were not the customer and therefore had no rights to complain about the lack of service, and was sympathetic about the difficult position the Woolserly Post Office Manager had been left in.
589. **Thornhillhead Moor, Scrub Clearance:** Claire McIntosh has supplied a sketch map of the area that needs to be cleared. **It was agreed that the Clerk would ask Andrew Heywood, Claire's replacement at Hicks and Co., to arrange for the work to be done.**
590. **Village Hall Update:** Jim Lowe noted that early plans for the village hall had included dressing rooms to support the use of the amenity field and that the £325,000 s106 monies had been intended to support all of the development. He asked whether the Village Hall Trustees would now consider providing dressing rooms in Phase II of the village hall development. He also asked whether Village Hall minutes could now be circulated to parish councillors and it was agreed that **Marie Douglas would forward these to the Parish Clerk for distribution.** The Clerk pointed out that the Phase II hall development might be a suitable scheme for allocation of any s106 monies that might come from any of the larger housing developments in the village. **Jim Lowe will discuss this with Jane Whittaker, the Leader of the Council.**
591. **Flashing Speed Signs and Wireless Monitoring Systems:** Devon Highways have confirmed that recording equipment will be installed early in the New Year to provide statistical information to support the Council's request for a flashing speed sign.
592. **Air Ambulance Light:** It was noted that the light had failed when tested by DAAT recently due to water getting into them. They had been repaired quickly but the possible design fault was a cause for concern. Jim Lowe had reminded the installers that there is no maintenance agreement in place yet. Jim Lowe reported that Barry Noakes, who lives in Hillside, checks the lights every week and will inform the Chair if they fail again.
593. **Parish Plan Meeting:** A public meeting is scheduled for Wednesday 31st January 2018 at 7:30 in the Village Hall. **The Clerk was asked to provide 30-40 copies of the settlement plan for distribution at the meeting.** It was agreed to keep the meeting informal with councillors mixing with residents in one group.
594. **Highways Works Programme:** These had been distributed by email. No comments.
595. **Snow Warden's Report:** George Heywood was not present but it was reported that he had considered spreading salt earlier in the week but had so far decided against it. Andrew Hewitt reported that two grit bins, at Putridge and at the top of Craneham, were empty. One at Eckworthy has been removed and the one at Scratchface is partially blocking a ditch, diverting water onto the road. **The empty bins will be filled from the stocks available and some bags will be put down at Eckworthy. Jim Lowe will ask George Heywood if he had ordered new supplies of salt yet.**
596. **Members' Reports**
Marie Douglas noted that cars speeding through the village, especially at the top end of Tower Hill, was still a cause for concern.

Andrew Hewitt said that the Great Western train lease was coming up for renewal and talked about how parishes cope with the cost of people getting to hospital. Jim Lowe said that many people now use the Torrridge Volunteer Cars service as there was no longer a hospital car service. Andrew also reported that the best website to use for information about the devolution plans is Torbay's.

Elisa Hurley noted that the £250 approved by the Parish Council towards the cost of 3rd Age activities will meet the hall bills to the end of March. TorrAge have said that they are willing to continue to support the Fit As A Fiddle group for another 6 sessions. Elisa is still resisting tying the group into them permanently. Hall bills for 2018/19 will amount to nearly £500 and Elisa asked if this could be considered when preparing next year's budget.

Trevor Mills reported that the replacement gate is being fitted at Peter Bromell's field tomorrow (14th December). **He asked the Clerk to report the Old Post Office to the Planning Enforcement Officer as the work they are doing in the back garden is causing water to drain out over the footpath.**

597. Planning:

- a. Decision: 1/0627/2017/FUL – Lydeland Water, Erection of dwelling - Affecting a Public Right of Way – Refused – Noted
- b. Decision: 1/1019/2017/FUL – Beech Tree Farm, Retrospective application for change of use from poultry pen to manufacturing pens – Refused – Noted

598. Accounts:

a. Turbine Annual Payment and Other Receipts and Payments:

I. Bank balances as at 30th November 2017 (£46,614.93):

1. Parish Council Current Account was £4,364.08
2. Thornhillhead Moor Account was £4,155.19
3. Savings Account was £38,095.66

II. Fund balances as at 30th November 2017 (£46,614.93):

1. General Account - £18,459.74
2. Thornhill Head Account - £28,155.19

III. Payments due (£626.99)

The following list of payments was approved:

1. Parish Clerk's salary, expenses and associated PAYE (November 2017): £379.07, including PAYE - £68.40
2. E.on – Electricity (direct debit) - £8.79 + VAT
3. Devon County Council, Signage – £185.13
4. M Fry, Village Green Maintenance - £54.00

IV. Receipts since last meeting (£2,000.00):

1. The Heywood Family, turbine contribution - £2,000.00

b. 2018/19 Budget Bids: It was agreed that the following items would be included in the draft 2018/19 budget to be presented by the Clerk on 10th January 2018:

- i. Maintenance of the Amenity Field - £500 (10 cuts at £50)
- ii. Grant to the Community Shop - £1,000 (It was agreed that the Council should ask for a councillor to be a representative on the Shop Committee)
- iii. Replant flowers on Village Green - £250
- iv. Education Support Fund - £1,000
- v. Village Hall Insurance Grant - £600
- vi. Remembrance Events – Andrew Hewitt to investigate cost of beacon + £100 for evening food
- vii. 3rd Age Activities - £500

- viii. Allotment Maintenance - £300? (Andrew Hewitt investigating some prices)
- ix. Projector, stand and carry case - £500
- x. Increase to Clerk's Salary - £1,000
- xi. Parish Plan Expenses - £300
- xii. Badminton Club Grant - £250
- xiii. Andrew Hewitt offered to discuss the possibility of some work being done on the road around the village green with a contact at Skanska.

There being no further business, the meeting closed at 10:00 pm

Dates of Future Meetings:

Budget Setting Meeting (Full Parish Council), Wednesday 10th January 2018 (Buckland Brewer School)
Public Meeting – November 2018 Commemorative Events, Wednesday 23rd January 2018 (Village Hall)
Parish Council: Thursday 25th January 2018 (Buckland Brewer School)
Public Meeting – Parish Plan, Wednesday 31st January 2018 (Village Hall)

Signed as a true record:

Chairman: **Date:**