

MINUTES OF THE PARISH COUNCIL MEETING
OF BUCKLAND BREWER PARISH COUNCIL HELD ON
WEDNESDAY 15th FEBRUARY 2017 AT 7:30 AT
BUCKLAND BREWER SCHOOL

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

Also in attendance 1 member of the public, Jane Lowe, Community Webmaster, PCSO John McGovern and Richard Haste, Waste and Recycling Manager, Torridge Council

Parish Clerk: Patrick Blossie

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

425. **Apologies for Absence** Cllr. Barry Parsons

426. **Declarations of Interest** None

427. **Police Report: PCSA John McGovern** John reported that it had been announced that the number of PCSOs in Devon would be reduced by 60% over the next 3 years and recommended viewing the video about the cuts on the PCC website (<http://www.devonandcornwall-pcc.gov.uk/information-hub/key-documents/>). This would see the number of PCSOs falling from 340 to 150. Although some PCSOs might secure posts elsewhere in the force, these might not be in the Neighbourhood Teams. The actual impact on the service is very vague at the moment but John undertook to keep the Council informed as things become clearer. He and Liz have a busy schedule for the coming year, much of it aimed at supporting the victims of crime and working together with other agencies to target individuals known or suspected to be involved in crime. This approach has resulted in a 59% fall in reoffending. He has obtained a speed gun and will be undertaking 6 surveys at different times of day. He will report the results to a later meeting and advise on what could be done to improve traffic safety. He reported that there had been 3 incidents since Christmas: 2 telephone related issues and 1 assault.

428. **Public Participation** None

429. **Presentation by Richard Haste, Waste and Recycling Manager, Torridge Council:** Richard explained that TDC had taken over recycling services from South Molton Recycling when it went into receivership 18 months ago. The service has been run on a temporary basis since then but with costs increasing and higher targets to meet, changes were being proposed to the service. They currently recycle 43% of waste but the target will be 50% by 2020 and they must reduce the level of landfill waste. Anyone on a 30mph route currently gets a green wheelie bin service. This will be extended and they will endeavour to collect the 4 major groups of recyclable waste separately (tins, glass, plastic and paper). All homes will be issued with a 23 litre caddy for food waste, which will be collected weekly. Collection of plastics will be extended to include thicker plastics such as yoghurt pots (but not black plastic). A garden waste service will be available at £35 per annum. Residual waste (everything not recyclable) will be collected fortnightly.

430. **Minutes of the Meeting of the Parish Council held on 26th January 2017:** The minutes of the meeting held on 26th January 2017 were agreed and signed.

431. Clerk's Report:

- a. Correspondence: The Clerk had distributed 33 items of correspondence since the last meeting. He highlighted an email from the Monitoring Officer of Torrington Council concerning the work of the Standards Committee. It was agreed that he would be invited to attend a future meeting. Great Torrington Council had asked for support in a campaign to complain about the proposed closure of Lloyds Bank in Torrington and the plan to move the Post Office to McColls. **Members agreed to send a letter of support.** There is a public meeting to discuss the NEW CCGs Acute Service Review on 8th March, the date of the next Parish Council meeting. It was agreed that Andrew Hewitt would attend.
- b. Website Development: The Clerk and Jane Lowe had attended a second training session at Clystnet's offices in Exeter on 3rd February and had both done a great deal of work to prepare the site, which had gone 'live' later that same day. All of the statutory 'Transparency Code' information was now available and virtually all of the pages on the original site plan had been created and populated. Apart from the statutory information, the site includes information about the parish council and the councillors, up-to-date planning, road closure and weather reports, links to Devon Highways' 'Report a Problem' page and information about other local authority services as well as a wide range of local community information and links to local organisations' own websites. It also has a calendar of events, a comprehensive news feature and separate contact pages for the Parish Clerk and the Community Webmaster. The Clerk thanked Jane for her hard work and they briefly demonstrated the site. Some helpful feedback had been received from Brenda Mills and favourable comments had been made by one or two of the councillors. Members were asked to supply a head and shoulders photo and brief outline for the 'Meet the Councillors' page. **George Heywood suggested that there should be an 'Emergency Notices' page, which could be used for reports about salting arrangements, and also suggested that details about DEFRA's avian flu advice could be added. It was also suggested that the 'Public Safety' page should include a hyperlink to the Devon and Cornwall Police website, and that the proposed changes to the Waste and Recycling Service should be added.**
- c. Casual Vacancies: The Elections Officer had not received any demands for an election and had therefore asked members to co-opt two new councillors. The Clerk had issued notices and asked for an advert to be included in Village Scene. As on previous occasions, it was agreed that nominees would be asked to supply a brief overview of why they want to be a councillor and what skills and strengths they could bring to the role. Applicants will be asked to come to the April meeting to give a short verbal presentation and, if there are more than two candidates, members will vote until only two candidates remain. So far, one application has been received. **A closing date of 31st March was agreed.**

432. Fields and Allotments

- a. Works to Sports & Amenity and School Fields: Trevor Mills reported that Phil Clark has been asked to provide a quotation for levelling the fields. Measurements had also been passed to Pearce but there had been response so far. **It was agreed that, subject to the total cost to the Parish Council not exceeding £3,000 and the agreement of the Village Hall Trustees, the total cost of fencing, including two gates, to the school field/village hall site**

would be shared 50/50 between the Parish Council and the Village Hall. Total costing would need to include both materials and labour. It was suggested that labour might be provided by a volunteer workforce drawn from various organisations in the parish.

- b. Expressions of Interest re vacant field: This is being advertised in the next Village Scene and has been added to the website. **It was agreed that, if no-one is willing to rent the field as it is currently, consideration will be given to redirecting the footpath.**
- c. Allotments The Clerk reminded members that there are still 2 vacant plots, numbers 2 and 10. Arrangements for next Monday's Allotment Holders' Meeting were discussed.

433. **Thornhillhead Moor Mast** The Clerk had discussed this issue with Bob Hicks, who had said that any further pressure on Arqiva was probably futile. **It was agreed that the Clerk would contact the individual who had signed the recent letter concerning TV masts in the area and that Arqiva would be asked to provide an up-to-date list of what has been added to the mast.**

434. **Community Shop** Jim Lowe had obtained a set of accounts for the shop but they were for only one year, ending December 2015, and were unaudited. It was agreed that no further action would be taken until up-to-date, audited accounts were available and the Community Shop Team could explain their plans.

435. **Highways Community Enhancement Fund** Andrew Hewitt had sent 2 emails to DCC requesting information but had received no reply so far.

436. **TAP Fund 2016/17** The application had been submitted on 31st January 2017 and had been passed to Cllr Hicks for his approval. Cllr Hicks had called the Clerk to discuss the scheme and had appeared to be satisfied with the application.

437. **Members' Reports**

Barbara Babb reported a number of potholes appearing down the middle of the road through the village.

Mr Andrew Hewitt (i) had obtained a range of prices for a replacement bench for the village green. It was agreed that a flat-packed 6' Jubilee bench from Amazon would be ordered by the Clerk, to be delivered to Andrew Hewitt, who would construct it. (ii) He reported on a scheme in St Ives regarding newly built 'second homes' that would now have to be registered as the owners' main residences. (iii) He also reported that TDC had offered 6 sites in Torridge for self-build schemes.

George Heywood said that his solicitor was still demanding payment for a bill relating to work done following a request to the Land Registry for the covenant on the school field to be rescinded. The Clerk explained that the Council's solicitor had confirmed that the original request had come from Pearce Construction, and not, as it appeared from the application from the Parish Council. George had been advised that he should not pay the bill and should redirect it to Pearce's solicitors.

Jim Lowe (i) talked about the s106 agreement for the development of Chapel's Field. **The Clerk was asked to register the Council's interest with the Planning Department.** (ii) He also asked if there had been any progress on a dog bin. The Clerk had not had a reply to his request yet. **He will make further enquiries and was given permission to order one if they are still available.**

438. Accounts

a. Receipts and Payments

i. Bank balances as at 31st January 2017:

- Parish Council Current Account was £7,129.21
- Thornhillhead Moor Account was £7,305.04
- Savings Account was £18,095.66

ii) Payments due (£2,721.87 + VAT)

- Parish Clerk's salary, expenses and associated PAYE (January 2017): £427.98 + VAT, including PAYE - £67.50
- Nisbets, Village Hall oven (grant) - £2,293.89 + VAT

iii) Receipts

- Interest on Savings Account- £91.29

- b. Financial Regulations** The Clerk had distributed a draft set of Financial Regulations. The item was deferred to the next meeting and the Clerk asked members to study the document in the meantime.

There being no further business, the meeting closed at 10:15 pm.

Date of Next Meeting:

Public Meeting and Allotment Holders' Meeting: Wednesday 20th February 2017 (Buckland Brewer School, 8:00 pm)

Parish Council: Wednesday 8th March 2017 (Buckland Brewer School, 7:30pm)

Signed as a true record:

Chairman: **Date:**