

Minutes of the meeting of Silverton Parish Council

held Monday 5th June 2017

Present: Cllrs J Barrett (Chairman), G Barrett, A Lawson, F Derbyshire, O Kennard, A Hill, J Roach and S Roach

District Cllrs J Roach & B Deed

Mr D Green, Mr R Tucker + 3 members of the public (Football Club)

District and Parish Councillor informed the meeting that Mr Ian Wyle has recently died. She explained he had been the last Community Constable for Silverton and he was still remembered fondly as being an Officer who policed Silverton in a caring but efficient manner.

A minute's silence was held in memory of Mr Wyle

Minute 112730 Apologies

Apologies had been received from County Cllr Margaret Squires

Minute 112731 To consider applications for co-option as a Parish Councillor

None

Minute 112732 Meeting open to members of the public – 15 minutes

Mr Green pointed out an error with the drafting of the June Agenda which referred at point 10 to a discussion with "County Councillor J Berry" and which should read "County Councillor M Squires".

Mr Green stated that delivery vans to and from the Surgery were mounting the pavement in the car park. He asked if the fence posts/fence around the site of the Room 4 U site could be sited inside the boundary line whilst the area was dormant.

Jim Dearing, the new manager of Football Club, addressed the meeting and stated the Club had a few improvement ideas for the football field and surrounding area. He asked if fencing could be placed along the bottom of the new wooden fence to stop balls rolling underneath into Coach Road. The Chairman stated that in discussions with Mr Fook at the time the fence was erected the possibility of chicken wire being welded onto the fence had been considered. Mr Dearing also suggested the possibility of Park Notice Boards being erected at the entrances to the Recreation Field which would enable Silverton Football Club to publicise future games. In this regard, it was agreed Mr Dearing would write to District/Parish Councillor J Roach who would approach the S106 Officer to see if any funds could be made available. Mr Dearing will also send to the Clerk a list of projects the Football Club would like to put forward.

Mr Roger Tucker addressed the meeting as Chairman of Crediton and Silverton Youth Groups. Mr Tucker explained that 3 Youth Workers were currently employed; 1 being full time and who spent 15% of the time at Silverton and 2-part time workers who were employed solely in Crediton. The annual cost for the Youth Workers is £7,200 of which only £4,500 has been secured for the forthcoming year (from September 2017). Youths pay a £1 per contribution per session. Mr Tucker explained there was sufficient funds to cover the current financial year. Mr Tucker also confirmed when asked that no fund raising has taken place for the past 2 years. Parents have not carried out any

fund raising and nor is any help given by them toward running the Club despite requests for assistance. Mr Tucker confirmed that the Youth Club would in all probability be looking to the Parish Council to assist “in perpetuity”. The Youth Club has received during the current year grants from Spar Shop, McKinley White and County Councillor John Berry. Cllr Kennard asked if there was any reason why children did not fund raise and Mr Tucker felt this was due to apathy. Cllr J Roach stated that she had understood funding was required for a session worker.

Minute 112733 **To approve Minutes of meeting held on 8th May 2017**

Pg. 1450 – Minute 112717(b) – the Clerk apologised and stated she had not made a record of who had seconded Cllr G Barrett as the Council’s representative on the Community Hall Trust. Cllr Lawson confirmed she had seconded this proposal.

Pg. 1450 – Minute 112719 – the last word on the last sentence should read “the”

District/Parish Councillor J Roach proposed, subject to the above amendments, that the Minutes be agreed as a correct record. Cllr Lawson seconded the proposal. A vote was taken which was unanimous.

Minute 112734 **Matters arising from the Minutes of 8.5.2017**

County Cllr M Squires - Cllr S Roach pointed out that although County Cll Squires had indicated at the April meeting that only one pothole could be reported at a time if DCC was contacted you can report as many potholes as you wished.

A copy of the email sent by County Cllr Squires to Devon County re speeding in Silverton and Ellerhayes had been circulated to all Councillors

Trackway at Greenslinch – it was noted a decision had been adjourned to July meeting as Mr Baker had been unaware of the original date on which MDDC were to consider this application.

District and Parish Charter – MDDC Chief Executive’s response had been circulated to all Councillors

Meeting with MDDC/DCC - Clerk is in the process of trying to contact our local Officer, William Pike, to ask if a representative of DCC will attend a Parish Council meeting to discuss speeding in the village.

PCSO A Roberts has confirmed she will arrange for speed monitoring in the village.

Annual Audit – all papers had been sent to the External Auditors for inspection

Email from Mr B Emmerson – the Clerk has confirmed to Mr Emmerson the Parish Council will not enter into any further discussions or correspondence with him in regard to the Room 4U.

Minute 112735 **To approve Minutes of meeting held on 18th May 2017**

Cllr S Roach proposed the Minutes be approved as a correct record Cllr Lawson seconded the proposal. A vote was taken with 6 in favour and 2 abstentions

Minute 112736 **Matters arising from the Minutes of 18.5.2017**

None

Minute 112737**Reports by Parish Council Representatives on (a) Richard's Educational Trust and (b) Silvertown Parochial Trust**

No response had been received from the Silvertown Parochial Trust despite two emails having been sent. Mr Geoffrey Knowles is unable to attend the June meeting but will be presenting a report at the July meeting on behalf of the Richard's Educational Charity

Minute 112738**To consider proposal by Cllr J Roach to amend Standing Orders to read "The position of Chairman and Vice Chairman may only be held for a maximum of two years in any four year term"**

Cllr J Roach stated that as the current Chairman had indicated he was not going to put his name forward as Chairman next year she had decided to raise this issue at this point. She said that she felt that if a Chairman continues over a longer period than, say, 2 years that person sometimes feel they "own" the job with the result that other people sometimes short circuit procedure and approach the Chairman direct for a decision. Despite the feeling of some Councillors she stated that in her opinion everyone was capable of chairing meeting. Cllr Kennard stated that she felt 2 years was too short a time and a Chairman would need longer. Cllr J Roach pointed out MDDC have had this principle since she has been a District Cllr which was some 30 years and it had always worked well. Cllr J Barrett confirmed he felt the post of Chairman should not be open ended and could be dangerous for someone to be Chairman year in, year out. Cllr J Roach confirmed the Council could further amend this Standing Order in the future if they felt it was necessary.

Cllr J Roach proposed the position of Chairman and Vice Chairman may only be held for a maximum of two years in any four year term.

Cllr Kennard proposed an amendment to reflect a maximum period of 3 years and this was agreed by Cllr J Roach. Cllr Derbyshire seconded the proposal. A vote was taken with 7 in favour and 1 abstention.

Minute 112739**Discussion with Police Representatives, County Cllr M Squires and District Councillors J Roach and B Deed**

District Cllr Deed informed the meeting that repairs will be undertaken this year to Thorverton Bridge with the work potentially starting in June. The road to Thorverton over the Bridge will be closed for up to 2 weeks during October/November with a diversion being in place - it was hoped that closure would take place during School Half-term. District Cllr Deed gave his apologies for the July meeting which was due to him moving house.

District Cllr J Roach informed the meeting there are to be changes to the waste collections and those affected would be notified by 9th June. She had received complaints regarding grass cutting in the Parish and she had sent a Notice of Motion to the District Council with the item being on the Agenda for the June District Council meeting with members of the public being able to attend. District Cllr Roach stated that she had requested a State of the District Debate with regard to the Council's policies in relation to grass cutting, play areas and public toilets and this request had been supported by District Cllr Deed and 8 other councillors. A State of District debate which had been called in 2015 but have not been held.

A general discussion arose regarding grass cutting with Cllr Lawson suggesting the Parish Council could perhaps put an appeal on Facebook to see if any volunteers would come forward to cut the grass

if their costs were covered (i.e. fuel for strimmers). The Chairman confirmed he had been in contact with Margaret Squires and she is dealing with SCARF

The Chairman read an Email from PCSO Roberts who confirmed the statistics for May as 2 crimes – 1 criminal damage (a window that has been smashed) and 1 common assault (which happened inside a taxi on A396). 10 telephone calls had been received which were all highway related.

The Chairman stated that an article would be put in the Parish Newsletter regarding parking on double yellow lines and speeding in the village.

Minute 112740 **Planning**

Cllr J Roach took no part in the discussions as she is a District Councillor for the Ward and wishes to remain independent of the Parish Council so as to be able to represent the parishioners.

(a) Applications

17/00847/CAT – Works to trees in a Conservation Area – 3 Fore Street, Silverton – removal of 1 Leyland Cypress tree in a Conservation Area

Cllr G Barrett proposed the Parish Council recommend approval of the above application Cllr Lawson seconded the proposal. A vote was taken with 5 in favour and 3 abstentions

(b) Approvals/Refusals (received from MDDC)

(c) Any other planning matters

Cllrs J & G Barrett declared a personal interest and signed the Declaration of Interest Book prior to discussion on the following application

16/00180/FULL – erection of 2 dwellings following demolition of existing dwelling (revised Scheme) – 19 Exeter Road, Silverton

It was noted an Appeal had been lodged against the decision of MDDC for refusal of above application.

After discussion Cllr Kennard proposed the Parish Council stand by its initial comments and point out it did recommend approval of the application for 1 dwelling. The Parish Council was not against development in the village but felt the second application is inappropriate for the site. Cllr Lawson seconded the proposal. A vote was taken with 6 in favour and 2 abstentions

Minute 112741 **Finances**

<i>Monthly invoice</i>	<i>Payee</i>	<i>Amount</i>	<i>Income</i>	<i>Amount</i>
_Chq No				
002287	Mrs S Woodland	Clerk's wages (£551.44)		
		Expenses (£28.40)		

002288	Mr D L Marsden	£250.00 (contractor)		
002289	D&G Home & Garden	May grass cutting - £215.00		
002290	Zurich Municipal	Annual Insurance (£225.00)		

It was agreed the Clerk would provide Councillors with a map showing what areas are being cut on behalf of the Parish Council

The Chairman pointed out a payment had been made to HMRC during May in relation to apparent underpayment of PAYE. Thomas Westcott had been contacted and an email received from the Company was read to the meeting. It was agreed the Clerk request the Parish Council ID and Password from HMRC and submit the monthly figures herself.

(b) Other Financial matters

(i) Request for funding from Silverton Youth Club

Concern was expressed that the youth attending the Youth Club have not done any fundraising for something they want and from which they would benefit. It was felt various fund raising events could be held by the Club. The Parish Council would support any fundraising, for example, paying for the Hall or paying for leaflets requesting help to be delivered by the young people. It was pointed out that Youth Services were part of DCC's remit and it was noted that 15 children or thereabouts attend the Youth Club. Mr Tucker had said that the funding would be in perpetuity and that would mean a long term commitment for revenue funding.

Cllr Hill proposed the Parish Council does not, as a matter of policy, provide revenue funding but the Parish Council would consider supporting an application for funding towards supporting the Youth Club in its own funding raising efforts. Cllr Kennard seconded the proposal. A vote was taken which as unanimous

(ii) Review annual subscription of Devon Association of Local Councils

Clerk to pay the £25.00 upgrade figure and report on additional features available and also email DALC to see if legal advice is included in annual subscription.

(iii) To review any tenders received re maintenance of Jubilee Garden

A tender had been received from Mr S Land which the Chairman opened. The monthly cost to carry out weed killing to the paths and to cut back any brambles encroaching on the area with all weeds/bramble cuttings being removed or, if appropriate, placed in the compost bins was £ 45.00. Cllr G Barrett proposed the tender be accepted provided details of dates when the work was undertaken are provided with the monthly invoice. Cllr Lawson seconded the proposal. A vote was taken which was unanimous.

(iv) Devon Air Ambulance Night Landing Site

It was agreed the planning application should now be submitted. The S106 officer had confirmed monies would be released to install the electricity provided it was separate to the pole. Cllr Hill stated that the DAAT cannot fund property. The Parish Council will receive a grant letter in the next 7 days which will confirm DAAT would cover the cost of the electricity connection from the tennis shed to

the pole but cannot give funding for the cost of the pole. The Parish Council will need to cover the cost of the equipment but DAAT will maintain it. The capital cost will be in the region of £2,784.66 with £700/800 to be funded by a grant from the Street Market. Cllr Hill asked the ask Council to fund the £2,784.66 in order works can be completed before the bad weather sets in. He confirmed the Parish Council will recoup the outlay over a period of time as and when the fund-raising monies are received. Cllr Hill proposed the Parish Council cover the cost of £2,784.66. Cllr S Roach seconded the proposal. A vote was taken which was unanimous.

The Chairman confirmed an Information Sheet had been prepared which would be included in the Programme for the Street Market. It was agreed the Clerk would contact Sylvia Wakeham, Friends of Wyndham House to ask if anyone could assist with manning the Night Landing Site Stall at the Street Market

(v) Request from Football Club to arrange for one cut of the Football Field

The Chairman reported that there were currently problems with holes in the machinery used by the Football Club for cutting the football field and the Club had asked if the Parish Council would arrange for initially one cut, but maybe more. It was noted that the grass cutting of the Football Field, under the terms of the Lease, was the responsibility of the Football Club and it was agreed the Clerk could provide details of our grass cutter – the Clerk confirmed she had already provided these to the Club.

(vi) Consider War Memorial Grant Funding

The Clerk had researched grants available and it would appear the Parish Council can apply for a Lottery Grant

Grants were also available via Historic England. These grants are available for various **repairs** where the structural stability or integrity of design of the memorial is compromised by its present condition. It would appear to include cleaning “in order to read the inscriptions” but cannot be funded for cosmetic reasons as unnecessary or over-cleaning can damage a memorial. Reinstatement of missing parts of memorials including inscriptions can be approved.

Grants via Historic England are currently **75%** of eligible costs to a maximum of **£30,000.00**

Cllr J Roach proposed the Clerk apply for Grant Funding for repair work to the inscriptions need and to the corner of the memorial. Cllr G Barrett seconded the proposal. A vote was taken which was unanimous.

(vii) “No Dog Stencils” for recreation Field and “No Dog” sign for Little Rec

The Chairman stated he was going to ask the Contractor put the signs back as previous. With regard to the Little Rec it was noted a new “No Dogs” sign was needed. The Chairman reported that he had informed the Scouts before their Fair that that the Dog Show could not be on the Little Rec due to the “No dogs” except Guide Dogs restriction.

It was noted that the dog bin in the Little Rec had been pushed down to ground level. It was agreed to approach MDDC again to ask if the bin can be moved beside the old Fire Station

(viii) Update re S106 Funding

Approval had been given for the funds to be released from S106 monies to enable the Parish Council to purchase 4 benches in total (park seat with back supplied by NBB Recycled Furniture at the cost of £450.00 per bench). S106 funding cannot be used to pay the VAT and therefore the Parish Council will need to pay this element and then reclaim the VAT from HMRC.

3 Quotations are required for paving under these benches together with paving under the picnic table in the Little Rec and the Chunky Monkey benches in the Recreation Field– Cllr Hill will assist the Clerk with the specification.

Minute 112742 **To consider email from Patricia Allwright re viability of having a Tennis Club in the Village**

An email from Patricia Allwright had been circulated to Councillors prior to the meeting in which she indicated she was looking into the viability of a small tennis club and asked what the Parish Council's thoughts would be to this. It was agreed the Parish Council needs to know exactly what Mrs Allwright would like to achieve with the Parish Council being happy to consider any proposals in terms of use.

Minute 112743 **Update on Neighbourhood Plan**

Nothing further to report.

Minute 112744 **Matters brought forward by the Chairman**

A wall hanging, which would be framed and displayed in the Community Hall had been given to the Village by the Mayor of St Thegonnec

Cllr J Roach stated that The Square was looking untidy with a lot of weeds as was the Leat in High Street. Contractor to be asked to pull up the weeds. It was also noted that grass was growing between the kerb stone and the pavement along Park Road with the weeds being very high. This was DCC's responsibility.

Minute 112745 **Clerk's Annual Review**

It was agreed the Chairman and Cllr Derbyshire would carry out the annual review with the Clerk