

**MINUTES OF SILVERTON PARISH COUNCIL**  
**held MONDAY 1<sup>st</sup> FEBRUARY 2016**

**Present** Cllr J Barrett (Chairman) Cllrs G Barrett, O Kennard, S Roach & P Dixon

District Cllr B Deed

Minute 112485                      Apologies for absence

Apologies were received from the Clerk and Cllrs J Roach and A Lawson

Minute 112486                      To consider any applications for co-option as a Parish Councillor

No applications had been received.

Minute 112487                      Meeting open to members of the public – 15 minutes

Mr P Webster addressed the meeting and indicated he had contacted the Clerk by email which he understood she had circulated to Councillors. He stated that he felt the toilet block was too small for a memory café and other options should be investigated by the Trustees of the Room 4 U which he felt may be cheaper as no change of use would be required. He stated that he, and he understands other parishioners, would like to see the redundant building revert back to a toilet block which could include a disabled facility. If the Room 4 U purchased the toilet block he felt the Parish Council could take on the cost of the maintenance of new toilets on behalf of the Room 4 and the £10,000 grant given by the Parish Council could be utilised elsewhere in the parish.

Mrs J Roach stated that Mr Webster had made reference to other organizations in the Parish and asked if he had their authority to give their views. Mr Webster that he had spoken to Mr D Harrington with regard to the Millenium Hall and Mr Webster is chair of the Church Hall and therefore felt he could express those opinions. Mrs Roach stated she had circulated Mr Webster's email to the Parish Clerk to the Room 4 U Committee and she was speaking on their behalf and not as a member of the Parish Council. She pointed out the Room 4 U Committee had been unanimous in their agreement that the toilet block was the right option for the project. District Cllr Bob Deed who is also a Trustee of the Room 4 U read out a letter from Mr J Pizey a fellow Trustee who had been unable to attend the meeting BUT SUPPORTED Mrs Roach's comments. Cllr Deed stated that, speaking as a member of the public, he felt it was a shame that Mr Webster had not put his concerns to the Room 4 U Committee for discussion when it was first formed some 18 months ago. He pointed out that it was not the Parish Council's remit to discuss an organization in the village. Any concerns Mr Webster had relating to monies given to the Committee from local organizations should be addressed direct to the relevant organization and not the Parish Council. Mr Webster maintained that part of the reason he wished to speak with the Parish Council is that the precept was to be raised due to the grant of £10,000.00 given to the Room 4 U and he felt this should be brought into the public arena of a Parish Council meeting.

District Cllr Deed re-iterated that this was not a point for discussion at a Parish Council meeting. A Parish Council is an organization which makes decisions they feel the community want or need and if a member of public feels they have acted unlawfully or unethically they can apply to MDDC to investigate any decisions made by the Parish Council to ensure it is following the standards set out for Parish Councils. He pointed out that Room 4 U is doing its best to provide facilities for parishioners which are not currently available in the Parish.

Trish Jones who was formerly a community nurse and has some experience of dementia cafes stated that she felt that although she supported the Room 4 U concept wholeheartedly she was not sure that the toilet block was big enough for Café for dementia which needs to be spacious, quiet and friendly.

The Chairman stated that the Parish Council felt strongly that the parish would wish the Parish Council to contribute financially if it was able.

Mr Geoff Hayne congratulated the Parish Council for including a donation to the Room 4 U in their budget and precept and stated everyone he has spoken to all supported its decision to donate to such a popular project.

Minute 112488                      To approve Minutes of meeting held on 4<sup>th</sup> January 2016

Cllr Kennard stated that on Page 1354 Minute 11271 should be amended to read "... transferred to Spartan. Information has not ...". She stated she had not visited Mr Steer but spoke with him in December when the problem of transferring the domain name first arose.

Subject to the above amendment Cllr G Barrett proposed the Minutes be signed as a correct record. Cllr Dixon seconded the proposal. A vote was taken which was unanimous.

Minute 112489                      Matters arising from Minutes of 4.1.2016

Sign for Children's Play Area - quotation received

Roundabout Inspection – still awaiting date for inspection from MDDC

Possible Footpath from School Road to Square via Little Rec – email sent to Mr Densham at MDDC pointing out the S106 Officer had suggested the footpath through the wall - no further update.

Contractor – Mr Marsden had provided the Clerk with various envelopes which had been placed in the waste bins in the Square by Parishioners – these have been sent on to MDDC. Mr Marsden has also confirmed today (Saturday) that the waste bins had been full with cardboard when he emptied the bins yesterday – labels on the cardboard read "one mag feb mid devon"

Amenity Car Park Review – email received from Mr Jarrett in which he stated that whilst he appreciated the comments made and the fact that both the County and District Council are asking all Town/Parishes to financially assist to maintain the provision of essential local services due to substantial cuts in Central Government funding. The payments referred to in our letter (payment to Handyman to help keep village clean etc, grass cutting contribution and the funds MDDC will receive from the sale of the old toilet block) are not directly related to the ongoing maintenance of the amenity car park. He confirmed our comments would be included in the report going back to a meeting of the Policy Development Group.

Apple Tree in Little Rec – Conservation Officer has confirmed no planning consent is required and quotations for general pruning have been requested.

Minute 112490                      To approve Minutes of Budget Meeting held on 11<sup>th</sup> January 2016

Page 1357, Section v – second line the spelling of "first" was incorrect.

Subject to the above amendment Cllr S Roach proposed the Minutes be accepted as a true record. Cllr G Barrett seconded the proposal. A vote was taken which was unanimous

Minute 112491                      Matters arising from Minutes of 11.1.2016

An email received from Mr Green had been circulated to all Councillors for information.

The Clerk had confirmed that two parts of the defibrillator had been received.

Minute 112492                      Discussion with Police Representatives, County Councillor J Berry, District Councillors J Roach and B Deed of any relevant matters

District Cllr Deed indicated he had nothing to report.

The Police had not submitted a report for the meeting.

District Cllr J Roach confirmed she had spoken to the Project Management at MDDC regarding play area inspections but had not received a response. As it is now becoming urgent as children could injure themselves she would chase again.

District Cllr Roach informed the meeting that Japanese knotweed was becoming a problem at Livinghayes and was one of the largest areas of knotweed in the County if not the Country. She has now reported this as antisocial behaviour as there are no other legal powers to deal with the problem and she is trying through this route having spoken with Mr Cook at MDDC and will chase further. District Cllr Deed confirmed there is also knotweed known in his area and he understands that the whole area, with a 4 meter margin, has to have the soil removed and the remainder killed. County Cllr J Berry confirmed he had dealt with knotweed by using Roundup for 2 years which had killed it but it is very difficult to eradicate.

District Cllr Roach confirmed she had received complaints relating to dog fouling and she reiterated perpetrators must be reported to the dog warden at MDDC. She confirmed she had reported the problem of waste being blown around when bins are put out the night before collection and has asked for nets to cover the green bins. The car parking increases had been called in to the Scrutiny Committee but the decision remains and charges will be increasing.

County Cllr Berry informed the meeting that County electoral boundary changes have been made to ensure all County Councillors represent similar numbers of residents.

District Cllrs B Deed and J Roach left the meeting at this point.

Minute 112493                      Planning

(a)                      Applications

16/00118/FULL – erection of a dwelling following demolition of bungalow – Lambarene, Thorverton – Mr and Mrs K Fenlon

It was noted the Planning Application had been withdrawn but an extension will be erected which does not require Planning Permission and MDDC had issued a Householder Development Acceptance Notice in this regard.

(b) Approvals/Refusals (received from MDDC)

**APPROVAL** – erection of extension following demolition of existing – 46 Fore Street, Silverton

**LISTED BUILDING CONSENT** – erection of extension following demolition of existing and other internal alterations – 46 Fore Street, Silverton

**APPROVAL** – Replacement of existing barn with new store and barn and installation of tennis court – Aishe Barton, Old Butterleigh Road, Silverton

**NO OBJECTION** to reduce height and width of 1 Sycamore tree by 5-6m – 9 Fore Street, Silverton

(c) Any other planning matters

The DCLG Consultation on Proposed Changes to National Planning Policy was noted

Minute 112494

Finances

(a) Monthly invoices

<b>Chq No</b>	<b>Payee</b>	<b>Amount</b>	<b>Income</b>	<b>Amount</b>
002168	Mrs S Woodland	£546.01 (wages) £88.79 (expenses)		
002169	Mr D L Marsden	£250.00 (contractor)		
002170	Room 4 U	£10,000.00 (Grant)		
002171	Mr A Campbell	£100.00 (honorarium)		
002172	SPCC	£800.00 (Churchyard grass Cutting grant)		
002173	SPCC	£120.00 (Contribution to Newsletter)		
002174	M P Weston	£1,176.00 (NP consultant)		

(b) Other financial matters

It was noted a Bank Transfer of £418.22 was due to HMRC in relation to the Clerk's PAYE & NI

(i) Projects for TAP fund consideration

It was noted the TAP fund available was £1,700.00 which was given to Parish Councils by DCC with the aim of town and parishes working together to respond to community issues of shared interest and concern. All applications must be supported by one or more other town or parish council.

The Chairman had obtained quotations for two benches from Chunky Money which would be placed in the football field. The Chairman had been able to negotiate a reduced price for the benches as they have also provided benches previously for the Jubilee Garden and the Little Rec. The cost of two 5 foot oak benches was £500 + VAT. It was agreed that the remainder of the TAP Funding should be put towards the new fencing around the football field.

The Richard's Educational Trust had approved the Parish Council's request to place paving slabs under the picnic table and bench on the Little Rec. It had also been brought to the Council's attention that the ivy on the boundary wall should be removed under the terms of the Council's Lease.

The Clerk to obtain three tenders to provide the paving under the picnic table.

(ii) New waste bin in Little Rec

It was agreed a quotation for the stone waste bin be obtained from Mr Langdon for consideration at the March meeting.

(iii) Grass Cutting quotation received from MDDC

A letter had been received from MDDC regarding the grass verge cutting consultation which asked the Parish Council if they would agree to contribute towards one additional cut per annum based on the calculations provided. It was noted that £2,500.00 had already been budgeted for grass cutting and after discussion Cllr S Roach proposed the Parish Council agree to contribute towards one additional cut per annum. Cllr P Dixon seconded the proposal. A vote was taken which was unanimous.

(iv) Consider quotation re play area sign

The quotation from AG Signs was considered. The cost for 2 signs, size 810mm x 610mm was £64.00 + VAT together with a type setting fee of £15.00 plus VAT. Cllr S Roach proposed the Parish Council accept the tender. Cllr G Barrett seconded the proposal. A vote was taken which was unanimous.

(v) Consider quotations re pruning works to trees on Southern boundary of Recreation Field

Only one quotation had been received and this was from L Adams Tree Services for the sum of £800.00 which also included a copy of the Public Liability Insurance as requested.

It was noted £500.00 had been budgeted for this work but it was agreed there was sufficient in reserves to cover the difference. Mr P Dixon proposed the quotation be accepted. Cllr G Barrett seconded the proposal. A vote was taken which was unanimous.

Minute 112495

Room 4 U – update and to note email from Mr P Webster

The email received from Mr Webster to the Clerk was noted.

Cllr S Roach updated the Parish Council and confirmed draft plan for the new building had been drawn up and an architect was shortly to access the feasibility of the project and to provide ideas and guidance. The Chairman suggested that the Room 4 U had a public consultation when the plans have been approved in order that parishioners could put forward comments and discuss any concerns or ideas they may have with the Trustees. Cllr S Roach confirmed a poster will be published in order to keep parishioners abreast of developments.

Minute 112496

Update on Neighbourhood Plan

Cllr Kennard updated the Council on progress. The housing survey questionnaire was being finalized by the Committee and will be circulated by Devon Rural Housing Department, a part of Devon Communities Together, which is an independent body and all responses will be confidential to them with the Committee only receiving the statistics to put in the Neighborhood Plan. A letter relating to site allocation will also be circulated to parishioners for their suggestions.

District Cllr Berry and members of the public left the meeting at this point.

Minute 112497

Website update including consideration of purchase of a new domain

The Chairman reported that no response had been received from Mr Simon Steer who was the Parish Councillor who originally set up the Parish Website and who owns the domain name. After discussion is

was agreed that a new domain name of [www.silvertonparishcouncil.co.uk](http://www.silvertonparishcouncil.co.uk) be purchased at a cost of £10.00 to replace the original. The Chairman had spoken with Mr Steer who had confirmed he will put a notice on the old website confirming that it is no longer available.

Cllr S Roach proposed that the old website be taken down to avoid any confusion and the Clerk to write to Mr Steer confirming the Parish Council will no longer be using it and it is therefore his responsibility to close the site down. Cllr G Barrett seconded the proposal. This will ensure the annual maintenance of £76.00 payable to Ghandi will not be payable. Letters to be sent "signed for".

It was agreed the Clerk should pay the £10.00 to Spartan Website Design as soon as possible and claim the amount back through expenses.

Minute 112498                      Footpath from School Road to the Square

Cllr Dixon suggested a white grid box could be painted on the road near the square giving priority for traffic from the Square down School Road. It was agreed the Clerk should write to County Cllr Berry asking if this could be a possibility. Cllr S Roach asked if a 20 mph limit could be imposed on the village but it was pointed out this had been suggested previously and been refused by County Highways.

Minute 112499                      Matters brought forward by the Chairman

There were no matters brought forward

Minute 112500                      Review of Clerk's salary + job description (deferred from January meeting)

The Chairman confirmed the Clerk was not requesting a pay rise but stated that it should be noted that the Clerk does do occasional additional hours per month which is not claimed for. Cllr S Roach suggested the Parish Council thank the Clerk for the work carried out and leave the Job Description and salary as it is currently. Cllr Dixon proposed same which was seconded by Cllr G Barrett. A vote was taken which was unanimous.

[www.silvertonparishcouncil.co.uk](http://www.silvertonparishcouncil.co.uk)