

Minutes of the meeting of Silverton Parish Council

held Monday 5th March 2018

Present: Cllr J Barrett (Chairman), Cllrs G Barrett, A Lawson, F Derbyshire, P Allwright, K Faulhaber, J Roach, & S Roach

Minute 112870 **Apologies**

Apologies were received from Cllr F Derbyshire, District Cllr Bob Deed and County Cllr Margaret Squires

Minute 112871 **To consider application to be co-opted as a Parish Councillor**

Vicki Maylan gave a resume of why she would like to be co-opted onto the Council. Cllr A Lawson proposed Vicki Maylan be co-opted onto the Parish Council. Cllr J Roach seconded the proposal. A vote was taken which was unanimous

Minute 112872 **Meeting open to members of the public – 10 minutes**

Mr Green referred to Minute 112854 and asked for clarification as to whether or not the Minutes of the meeting dated 19th December 2017 had been approved. The Clerk checked the Minute book and confirmed these had been approved at the meeting of the 8th January 2018. Mr Green disputed that this was correct as he could not locate an Agenda item for their approval. Clerk confirmed she would publish a copy of the amended Expenditure Sheet on the notice board.

Mr Green also asked when the website would be live. Clerk explaining that there were numerous documents to upload to the site including 149 documents in relation to the Neighbourhood Plan alone. She hoped the site would be live within the next 2-3 weeks and she was working closely with MDDC to get the site operational as soon as possible.

Minute 112873 **To approve Minutes of meeting held on 5th February 2018**

It was noted that although apologies had been received from Cllr Lawson she was also shown as being present at the meeting.

Cllr J Roach proposed that subject to the above amendment the Minutes be accepted as a correct record. Cllr G Barrett seconded the proposal. A vote was taken with 5 in favour and 2 abstentions

Minute 112874 **Review Action Plan**

With regard to the paving of the picnic table in the Little Rec and the paving under the new seats in the Recreation Field the Clerk confirmed the Contractor had been asked to carry out the work.

With regard to the replacement rope for the rope swing in the Children's Play area this had been received and this would be replaced in the near future.

The work to remove the dead trees behind the Tennis hut had now been completed.

Minute 112875 **Discussions with Police Representatives, County Cllr M Squires and District Councillors J Roach & B Deed**

County Cllr Margaret Squires had provided statements relating to the District County Council's responsibilities to Social Care, Children's Services and Highways and also a statement relating to refuse and recycling and how the County Council deals with waste. The statements had been circulated to Councillors and County Cllr Squires had also published them in the Silverleigh Parishes Magazine.

District Cllr Jenny Roach confirmed she was still working to try and get re-cycling trolleys in the village. She said there were currently issues on standards and planning meeting with local members only being permitted to speak for an allocated time. District Cllr Roach reiterated that recently after she had spoken for her allotted time at a Committee meeting the Committee was then given false information and she was not then able to correct the information given. Discussions are on-going as to how this can be avoided. District Cllr Roach stated she will be writing to the Head of Planning and the Chief Executive to ask why Planning Policies, and in particular application in exception sites, are being ignored in the Parish of Silverton

PCSO Anna Roberts had provided a report in which she stated that during February there had been 3 crimes in the Parish (2 domestic related crimes and 1 criminal damage relating to a car in High Street) and 11 calls which mainly related to domestic incidents.

Minute 112876 **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

18/00135/FULL – conversion of redundant barn to dwelling – land and buildings at NGR 296056 (Livinghayes Road) Coach Road, Silverton

Cllr Faulhaber proposed the Parish Council supports the above application. Cllr Lawson seconded the proposal. A vote was taken with 7 in favour and 1 abstention

18/00172/FULL – Retention of conversion of garage to holiday let – Garden Room (5 Lease Cottages), Hele, Silverton

Cllr Faulhaber proposed the Parish Council supports the above application. Cllr Allwright seconded the proposal. A vote was taken with 7 in favour and 1 abstention

(b) Approvals/Refusals (received from MDDC)

- **APPROVAL** – Erection of single storey rear extension with balcony above following demolition of existing sunroom – Egremont, Silverton
- **APPROVAL** – Erection of porch, veranda and storage shed; amendments to fenestration and alterations to parking area – 50 Fore Street, Silverton
- **NO OBJECTION** – Notification of intention to remove 1 Prunus tree within a Conservation Area – 50 Fore Street, Silverton
- **CERTIFICATE OF EXISTING LAWFUL USE** – land and buildings as retail farm shop (A1) car parking, associated outside storage and display for sales areas, internal office and road access in excess of more than 10 years

Any other planning matters

To consider email to Cllr Derbyshire from Ms J Tye re application for permanent retention of log cabin –

Cllr J Roach declared a personal interest in the following item

Cllr J Roach pointed out that the Parish Council should have a system whereby when people make any complaints against Councillors the Clerk should inform the parishioner they should follow the correct procedure and submit any such complaint to the Monitoring Officer at MDDC.

Cllr S Roach proposed the above recommendation be adopted by the Parish Council. Cllr Lawson seconded the proposal. A vote was taken with 6 in favour and 2 abstentions

Minute 112877 Finances

Monthly invoices:

Chq No	Payee	Amount	Income	Amount
002366	Mrs S Woodland	Clerk's wages (£551.44) + expenses (£30.00)	DCC – Grant re repairs to Tennis Hut	£744.00
002367	Mr D L Marsden	£250.00 (contractor)		
002368	L Adams Tree Services	Removal of dead trees – tennis hut -£500.00		

(b) Other Financial matters

(i) Consider any tenders received for repair work to Bus Shelter

The Clerk reported that one contractor had indicated he was not qualified to carry out the necessary repairs and she had not heard from Mr Dave Langdon. The Council felt that Mr Langdon may be currently away. It was agreed to adjourn this item to the April meeting and to also ask Clive Pulleybank of Coach Road and Mr James Killkelly of Exeter if they would like to quote for the work.

(ii) Consider tender received re possible refurbishment of War Memorial

A quotation had been received from Richard Grant Memorial in the sum of £1459.20 which included VAT. It was agreed to ask the S106 Officer if any money was available for this work and for the item to be placed on the April Agenda.

iii) Consider condition of fencing around old BMX pipe in Recreation Field

It was noted that the bottom part of the fencing was rickety. The Chairman and Cllr Faulhaber will remove this particular section of fencing.

iv) To note grant received from DCC towards refurbishment of Tennis Hut - £744.00

Noted

Minute 112878 Annual Review of Fixed Asset Register

It was noted that the "Commemorative plate" should also include the medal presented to the Parish from St Thegonnec.

The Christmas tree lights and batteries were now stored in the Community Hall.

The hanging applique wall hanging which was a gift from the Mayor of St Thegonnec to the Parish should also be included in the Register.

Cllr Lawson proposed, subject to the above amendments, that the Fixed Asset Register be approved. Cllr S Roach seconded the proposal. A vote was taken which was unanimous.

Minute 112879 **Annual Review of Risk Assessment Document**

It was agreed the "Risk(s) Identified" in relation to "Business continuity" on Page 2 be amended to read "Risk of the Parish Council not being able to continue due to *"being inquorate"*".

It was agreed the second paragraph of "Management/Control of Risk" in relation to "Bank Accounts" on page 3 be amended to read "Bank Statement *shown to Councillors on a 6 monthly basis*".

It was agreed the second paragraph of "Management/Control of Risk" relating to "Maintenance" on page 8 be amended to read "All play equipment is inspected *monthly by MDDC*".

Subject to the above amendments Cllr S Roach proposed the Risk Assessment Document be approved. Cllr G Barrett seconded the proposal. A vote was taken which was unanimous

Minute 112880 **Neighbourhood Plan update**

Cllr J Roach confirmed a meeting of the Neighbourhood Plan Committee was due to take place the following day and a report would be given at the April meeting.

Minute 112881 **Update on new Website**

This item had been under "Meeting open to members of the public"

Minute 112882 **Speed Watch Update**

Sufficient volunteers had come forward in order that the project can commence and the Police were currently carrying out the required checks in relation to the volunteers.

Minute 112883 **Draft Parish Council Emergency Plan**

No response had been received from farmers and 4x4 owners with regarding to volunteering in a case of emergency. It was agreed to ask for volunteers on Facebook/Silverton Community Site

Minute 112884 **Update on Air Ambulance Night Landing Site**

The Chairman reported the Council needed to agree a supplier and a list of quotations from various suppliers had been circulated to all Councillors prior to the meeting. The Chairman confirmed the electricity supply was purely for the use of the DAAT Night Landing Scheme and there were no electric sockets or lights in the hut.

Cllr S Roach proposed the Parish Council ask N Power to provide the supply. Cllr G Barrett seconded the proposal. A vote was taken which was unanimous. It was agreed if Npower was not suitable for any reason then Ebico be approached.

Minute 112885 **Matters brought forward by the Chairman**

The Chairman had been asked whether the Parish Council was going to organise any celebrations to mark the 100 years since the end of WW1. This item to be placed on the Agenda for April.

The Chairman informed the meeting that when he and Cllr G Barrett had been working on the tennis hut a parent had complained about footballers urinating behind the hut. It was noted this is an offence.

The switch on of the lights for the 2018 Christmas Tree will be held on the 8th December - 6.00 p.m. to 6.30 p.m. The three Churches have agreed this date and a children's choir will be attending and refreshments will be served.

Cllr S Roach queried if the Parish Lengthsman was still operating in the Parish. He understood he last visited the village on the 23rd/24th October 2017 – There is no Parish Lengthsman. Last in the village 23rd/24th October 2017. Cllr S Roach informed the meeting that the condition of the sump at bottom of the Recreation Field had been reported to DCC on the 6th February but no works had been carried out to date. Cllr J Roach indicated that she had cleared it over the bad weather and if she had not done it this would have overflowed onto the road. Cllr J Roach stated she would contact Jan Shadbolt at DCC directly on behalf of the Parish Council. It was noted that on one occasion Mr Terry Selly had also assisted with clearing the sump.

Cllr J Roach had been approached by the Pre-School for permission to use the Little Rec for a 10k run on Sunday 7th October. The Clerk would check the diary and confirm the position to her.

It was noted that Chris Sleep had cleaned the drain in Park Road with his son – the Clerk would contact him to express the Parish Council's thanks.

Road Warden Scheme – to be an Agenda Item for April

Cllr Lawson proposed and Cllr S Roach seconded a resolution under Section 100A(4) of the Local Government Act 1972 that the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A to the Act. The Public Interest Test has been applied and favours exclusion of the information from the Press and Public. A vote was taken which was unanimous

Minute 112886

Review of Parish Handyman's Contract

Cllr J Roach would also contact Jan Shadbolt at DCC on this issue as the sumps are in the ownership of DCC. A question was raised as to whether or not the Lengthsman could carry out clearance of the sumps.

Meeting closed at 9.00 p.m.