

## **Minutes of the meeting of Silverton Parish Council**

**held Monday 14<sup>th</sup> May 2018**

Present: Cllr J Barrett (Chairman), G Barrett, F Derbyshire, P Allwright, K Faulhaber, V Maylan, J Roach, & S Roach

### **Minute 112898**      **Apologies**

None

### **Minute 112899**      **Election of Chairman**

Cllr G Barrett proposed Cllr J Roach be elected Chairman for the forthcoming year. Cllr Derbyshire seconded the proposal. A vote was taken which was unanimous. Cllr J Roach signed the Declaration of Acceptance of Office of Chairman

### **Minute 112900**      **Election of Vice-Chairman**

No nominations received for Vice-Chairman. The Chairman explained that should she be absent from a meeting then it would be necessary for the Councillors to nominate a Chairman for that particular meeting.

### **Minute 112901**      **Election of Committees/Representatives on Local Organisations:**

- (a) Planning Committee It was agreed not to elect a Planning Committee but to revisit this option at a later date
- (b) Community Hall Management Trust – It was noted that Cllr G Barrett was currently the Parish Council's representative on the Trust and she confirmed she would like to continue in this post after her retirement from the Parish Council. Cllr J Roach proposed Cllr G Barrett continued as the Parish Council's representative. Cllr Derbyshire seconded the proposal. A vote was taken which was unanimous
- (c) Footpath Committee – Cllr Derbyshire confirmed she would be the Parish Council's Footpath Officer. It was explained that should any problems arise with the footpaths then these should be reported to the Footpath Officer at Devon County Council.
- (d) Richard's Educational Charity – An email had previously been received from Revd. Alan Macdonald in which he asked if the Parish Council would re-appoint Mr Geoffrey Knowles and Mrs Jenny Payne as the Council's representatives. Cllr J Roach proposed Mr Knowles and Mrs Payne be re-appointed as the Parish Council's representatives. Cllr Faulhaber seconded the proposal. A vote was taken which was unanimous.
- (e) It was noted Mrs J Riggs and Mr J Blackburn were the Parish Council's current representatives on Silverton Parochial Trust and were not due for re-election this year.

### **Minute 112902**      **Meeting open to members of the public – 15 minutes**

Mr Green queried if the new website was to have a forum or an events section and it was confirmed it would not. Mr Green felt it was detrimental not to have these facilities. The

Chairman explained that the Parish Council had agreed that the new website would remain simple. It was pointed out that the Silverton Community Facebook page contained details of events within the village. Mr Green pointed out that he does not have a Facebook account.

Mr Wise raised the condition of the roads generally and the drains being clogged. The Chairman pointed out that these issues were the responsibility of DCC and she suggested he make a formal complaint. Mr Wise confirmed he had already made a complaint and also spoken to the company having responsibility for carrying out repair work. Mr Wise asked if the Parish Council could make representations. The Chairman explained this was not Parish a Council responsibility but suggested he contact our County Councillor Margaret Squires who may be able to clarify the position for him.

Mr Wise queried why the Parish Newsletter stated that the War Memorial would be refurbished when there was an item on the Agenda which stated “possible” refurbishment of the War Memorial. Cllr G Barrett apologised and stated she had made an error in the Newsletter item. Mr Wise pointed out the War Memorial was the Parish Council’s responsibility. The Clerk confirmed a grant of £600 had been received from DCC towards the total cost of approx. £1,200.00. It was noted over £700 of the quotation related to scaffolding and it was queried why scaffolding would be required to clean the War Memorial.

**Minute 112903**      **To approve Minutes of meeting held on 9<sup>th</sup> 2018**

The Chairman proposed the Minutes be accepted as a true record. Cllr Maylan seconded the proposal. A vote was taken with 7 in favour and 1 abstention

**Minute 112904**      **Review Action Plan**

The May Action Plan was noted.

With regard to the celebrations to mark the end of WW1, Cllr J Barrett stated that Carrie Martin had asked him to assist and he had been in touch with the 3 Churches. There was a new Methodist vicar due to take up her post in September. It was agreed this item would be an Agenda item for September.

**Minute 112905**      **Discussions with Police Representatives, County Cllr M Squires and District Councillors J Roach & B Deed**

District Cllr Deed stated the AGM of the District Council took place during April. Building work had started relating to the new hotel between the car park and Phoenix House and therefore there will be some disruption to parking. The new hotel will be a Premier Inn. District Cllr Deed stated that the Planning Committee was non-political but currently there is an imbalance of political numbers. District Cllr J Roach had challenged the numbers as well as the political numbers of the Scrutiny Committee.

Police – The Chairman read an email from PCSO Anna Roberts in which she stated there had been two crimes during April, one being criminal damage to a vehicle and one a common assault relating to a parking issue. 10 general calls were received.

District Cllr J Roach reported that she was currently involved with parishioners in relation to possible evictions. She had also been assisting parishioners who required adaptations to their properties on health grounds.

**Minute 112893**      **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 parishioners. Cllr J Roach also confirmed that she would not be use a casting vote whilst Chairman should the opportunity arise.*

(a) Applications

18/00624/HOUSE – South Barn, Poundsland, Silverton – creation of drive and 2 parking spaces to include removal of a section of bank and hedge

Cllr G Barrett proposed the Parish Council supports the above application. Cllr J Barrett seconded the proposal. A vote was taken which was unanimous

18/00557/FULL – Land and Buildings at NGR 294448 101044 (Speedway Service Station), Thorverton – erection of a garage/MOT building with offices above

Cllr Faulhaber proposed that the Parish Council request that the proposed buildings be closer to the existing buildings in order to minimise the impact on the site. Concern should also be raised regarding the extra parking requirements which will be generated from this development. It had been noted staff from the Service Station already used the bridleway for parking which was causing problems and this should be referred to the Enforcement Officer. Cllr S Roach seconded the proposal. A vote was taken with 7 in favour with the Chairman abstaining. S

18/00615/PNHH – 54 Wyndham Road, Silverton – Prior Notification for the erection of an extension, extending to 4.5m to the rear, maximum height of 2.75m, eaves height of 2.75m

This application was noted.

18/00666/OUT – The Oaks, Thorverton - Outline for the erection of a dwelling and formation of new access

Discussions arose in relation to the property being an isolated building in the countryside and against development policies.

Cllr Allwright proposed the Parish Council carry out a site visit. Cllr Maylan seconded the proposal. A vote was taken with 6 in favour and 3 abstentions. Clerk to arrange the site meeting which was to take place between 1.00 to 2.00 p.m.

(b) Approvals/Refusals (received from MDDC)

**APPROVAL-** Land and Buildings at NGR 296056 103244 (Livinghayes Road) Coach Road, Silverton – conversion of redundant barn to dwelling

**APPROVAL** – Garden Room (5 Lease Cottages) Hele – retention of conversion of garage to holiday let

**CERTIFICATE OF LAWFUL USE OR DEVELOPMENT-** Southcombe Bungalow, Silverton – existing use of a dwelling in breach of agricultural occupancy condition (j) of Planning Permission EN70045 for a period in excess of 10 years

**Above applications noted**

Any other planning matters

16/01984/FULL – 19 Exeter Road, Silverton – erection of a dwelling following demolition of existing bungalow – non-material amendment.

Cllr Derbyshire proposed the Parish Council supports the above application. Cllr Allwright seconded the proposal. A vote was taken with 6 in favour and 2 abstentions.

Public Consultation Event – The Chairman requested that all Councillors consider and comments on the Masterplan individually

Agreed that details of the Public Consultation Event should be placed on the Silverton Community website

## **Minute 112906**      **Finances**

Monthly invoices:

<b>Chq No</b>	<b>Payee</b>	<b>Amount</b>	<b>Income</b>	<b>Amount</b>
002375	Mrs S Woodland	Clerk's wages (£552.88) + expenses (£22.04)	SWEB Wayleave	£31.29
002376	Mr D L Marsden	£250.00 (contractor)		
002377		<i>CHEQUE CANCELLED</i>		
002378	LCPAS	Data Protection Officer service (£150.00)		
002379	Culm Florist	Golden Wedding flowers (£36.00)		
002341	D Hinchliffe	Internal Audit (£225.00)		
002342	Mr G Hilbert	Grass cutting (£500.00)		

### (b) Other Financial matters

(i) To note SWEB Wayleave payment of £31.29

(ii) Complete Annual Audit Return for year ended 31 March 2018

Section 1 – The Chairman read through Section 1 of the Annual Audit Return with replies to 1 to 8 inclusive being “Yes” and reply 9 being “N/A”. Cllr Maylan proposed the replies to be accurate. Cllr S Roach seconded the proposal. A vote was taken which was unanimous.

Section 2 – a copy of the Annual Audit Return had been circulated to Councillors prior to the meeting and Cllr S Roach proposed the figures inserted in Section 2 be accepted as a true record. Cllr Derbyshire seconded the proposal. A vote was taken which was unanimous.

The Chairman and Clerk thereafter signing the Audit Return.

### (iii) Possible War Memorial refurbishment

Cllr Allwright and Cllr J Barrett indicated there was a Street Market meeting tomorrow and they will ask a grant can be awarded towards the War Memorial refurbishment. The tender received includes a cost for scaffolding/platforms and it was agreed the Clerk to query why

scaffold/platforms are required to refurbish the War Memorial. This item to be an Agenda item for June.

(iv) Annual Insurance quotations

A quotation had been received from Zurich for £388.92 if the Parish Council entered into a 2-year long term agreement. A quotation from Came & Company was £734.96.

Cllr Derbyshire proposed the Parish Council accept the quotation from Zurich Insurance. Cllr Allwright seconded the proposal. A vote was taken which was unanimous.

(v) Proposed request to MDDC to transfer assets at no cost

The Chairman informed the meeting that in her capacity as District Cllr she had asked MDDC if they would asset transfer to the Parish Council land which was currently in the ownership of the Housing Department (grass area in Wyndham Road) together with a couple of other areas within the Village. If the District Council agreed to the request the Parish Council could then consider this land for car parking areas. The Chairman proposed that the Parish Council support the request. Cllr J Barrett seconded the proposal. A vote was taken which was unanimous.

(vi) Grass Cutting

A copy email from Andrew Pritchard, Director of Operations at MDDC giving details of the Silverton grass cutting schedules for 2018 were circulated to Councillors. This was in response to a request from the Chairman for clarification as to when the areas were cut. Copies of a plan showing which Authority cuts which areas was also circulated to Councillors for their information purposes. It was noted that at Hederman Close the District Council cuts the back area of grass whereas the verge on the other side of the path is owned by DCC and it is not being cut.

Clerk to ask DCC to clarify if they are going to cut visibility splays. A discussion arose regarding the possibility of DCC asset transferring its grass areas to the Parish Council.

Cllr Allwright stated that a mum had raised a concern regarding the Children's Play Area having been strimmed at the time children came out of School and a petrol can having been left in the Play Area whilst children were playing. Cllr Allwright proposed that the Contractor be asked to close the Play Area whilst he is cutting the grass for health and safety proposes. Cllr J Barrett seconded the proposal. A vote was taken which was unanimous. It was agreed the Clerk to have a site meeting with the Contractor to ensure all Parish Council areas are being cut.

Cllr Faulhaber proposed that the Parish Council ask the MDDC Enforcement Officer to take action regard the advertising signs at the junction of the Ruffwell Hotel/Thorverton. Cllr J Barrett seconded the proposal. A vote was taken which was unanimous

(vii) Bus Shelter Quote – A quotation had been received from Mr Kevin Luxton to check over the roof and replace the broken and slipped slates in the sum of £75. Cllr S Roach proposed the quotation be accepted. Cllr J Barrett second the proposal. A vote was taken which was unanimous.

The Clerk reported that she would be attending a MDDC course in relation to GDPR on the 3th May after which it was anticipated an extraordinary meeting would be held to consider how the Council should comply with the Regulations

**Minute 112908**

**Update re Neighbourhood Plan**

The Chairman reported that a problem had arisen. Mr Bill Croome has put in a request for funding for technical support which was premature. The draft Plan has to go to MDDC for screening and MDDC will consult with statutory consultees and thereafter further technical work may be necessary.

**Minute 112909**

**Matters brought forward by the Chairman**

The Chairman confirmed that Cllrs G Barrett and J Barrett had given notice they were retiring from the Parish Council as from the May meeting. The Chairman thanked the Chairman for all the work he had carried out during his term as Chairman. Cllr J Barrett informed the meeting it had been a privilege to serve the Parish.

It was agreed to invite a Road Warden from Broadclyst to the June meeting when the Road Warden Scheme would be an Agenda item. Cllr Allwright confirmed she would invite him to the meeting.

Cllrs Maylan and Allwright asked if they could attend the New Councillors DALC course on the 26<sup>th</sup> June. Cllr Derbyshire may also like to attend and will inform the Clerk if she can attend on the 26<sup>th</sup> June.

With regard to the Speedwatch Group, Cllr J Barrett indicated that to date only 2 volunteers, including himself, had registered with the Police. It was hoped that others who had previously volunteered would now register.

Meeting finished 9.00 p.m.

<https://parish.middevon.gov.uk/silverton>