

Minutes of the meeting of Silverton Parish Council

held Monday 1st April 2019

Present: Parish Cllrs P Allwright, L Trebble, K Faulhaber, D Lacey and F Derbyshire

District Cllr B Deed & County Cllr M Squires

3 members of the public

Minute 113031 Apologies

Apologies were received from Cllrs A Melville (Chairman), S Roach & V Maylan

Minute 113032 Nomination of Chairman for the meeting

Cllr Lacey proposed that Cllr Allwright be appointed Chairman for the meeting. Cllr Trebble seconded the proposal. A vote was taken which was unanimous.

Minute 113033 Meeting open to members of the public – 15 minutes

Mr Campbell asked if the Parish Council had given consideration to a lasting memorial in memory of the late Chairman, Jenny Roach. He pointed out that the Parish Clock face needs refurbishment and he suggested this could be carried out in her memory by means of a small plaque placed in the Church. It was agreed to consider this request at the May meeting.

Minute 113034 To approve the minutes of the meeting held on 4th March 2019

Cllr Trebble proposed the Minutes be accepted as a true record. Cllr Derbyshire seconded the proposal. A vote was taken which was unanimous.

Minute 113035 Review of Action Plan

It was agreed to review at the May meeting what action was to be taken with regard to the Jubilee Garden.

Minute 113036 Discussion with District Councillor Bob Deed & County Cllr Margaret Squires

Cllr Squires reported that the Eastern Relief Road for Cullompton was being progressed. The Clerk had made her aware of a leak from the sump in the Recreation Field which she would report to Highways.

Cllr Deed confirmed he had sourced plans relating to grass cutting which highlighted the responsibility for each area of the grass areas (either Parish, District or County). It was agreed the Clerk would email Cllr Deed to ask him to progress the original request for MDDC to asset transfer the areas of grass for which it was responsible to the Parish Council.

Cllr Deed confirmed MDDC had made a decision not to accept payment by cheques. Invoices can be paid by cash directly to the Council or by cheque at the Bank or Post Office or electronic transfer

Minute 113037 Planning

(a) Applications

- (i) **19/00394/FULL** - Variation of condition 2 of planning permission 17/01751/FULL to allow substitution of plans - Land at NGR 295748 103455 South of 5 Old Butterleigh Road Silverton

After discussion Cllr Faulhaber proposed the Parish Council informs the Planning Authority it is unable to give a comment as it cannot clearly identify the amendments to the application and ask they be highlighted. Cllr Derbyshire seconded the proposal. A vote was taken which was unanimous.

- (ii) **19/00387/HOUSE** - Erection of two storey extension - Chitterleigh Cottage, Silverton

Cllr Faulhaber proposed the Parish Council supports the above application. Cllr Lacey seconded the proposal. A vote was taken which was unanimous

- (iii) **19/00509/LBC** – Listed Building Consent for installation of replacement window on rear elevation – 9 Newcourt Rd, Silverton

Cllr Derbyshire proposed the Parish Council supports the above application. Cllr Trebble seconded the proposal. A vote was taken which was unanimous.

- (iv) **18/01906/FULL** – Erection of an agricultural building for storage – lane to Land Farm, Silverton

Cllr Faulhaber proposed the Parish Council did not support the above application on the same grounds as previously (closeness of building to road and use of industrial materials) and also on the grounds of impact on the landscape, visual, highway concerns in relation to a further entrance onto Old Butterleigh Road and the scale of the building. Cllr Trebble seconded the proposal. A vote was taken which was unanimous

- (b) **Approvals/Refusals (received from MDDC)**

CHANGE OF USE ACCEPTANCE - Prior notification for the change of use of an agricultural building to 2 residential - Land at NGR 295131 103267(Great Pitt Granary) Silverton Devon

NO OBJECTION - Notification of intention to cut back overhanging branches of hedge and reduce the height of 2 Conifer trees by approximately 2m within the Conservation Area - Between 72 Wyndham Road & St Marys View, Silverton

APPROVAL - Erection of first floor dormer extension - 14 Wyndham Road, Silverton

APPROVAL – Erection of raised balcony – 4 Parkview Cottages, Hele

NO OBJECTION – fell 1 Ash tree, 1 Willow tree and 1 Leyland Cypress tree in Conservation Area – 21 King Street, Silverton

NO OBJECTION – notification of intention to prune 1 Cotoneaster, 1 Elder, reduce crown of 2 Bay ad 1 Holly to 2m, reduce crown of 1 Laurel to 4m, crown lift 1

Strawberry tree to give clearance by 2m in Conservation Area – 44 Fore Street,
Silverton

Minute 113038 **Finances**

Monthly invoices:

Chq No	Payee	Amount	Income	Amount
002408	Mrs S Woodland	Clerk's wages (£568.36) + expenses (£15.50)		
002409	Mr D L Marsden	£250.00 (contractor's monthly invoice)		
002410	Mrs S Woodland	Re MDDC Annual play area inspections (£190.80)		
002411	HMRC	Clerks NI + Tax (£520.97)		

The Clerk reported the Precept advice had been received from MDDC re precept payment in April of £10,000.00. A further payment of £10,000.00 will be paid in October

The Clerk confirmed she would make a payment to MDDC on her personal debit card tomorrow to cover the invoice in relation to the play area inspections. It was agreed a cheque would be issued to the Clerk in reimbursement (£190.80)

(b) **Other Financial matters**

i) Consider on-line banking

It was agreed to defer this item to the May meeting when a review of Bank Signatories would also have to be discussed.

ii) Consider tenders received re condition report re lime trees on the Bury

Tenders received were incomplete and varied.

Cllr Derbyshire proposed that the Parish Council revert to the contractors and ask them to provide a tender for providing a Condition Report only. Cllr Faulhaber seconded the proposal. A vote was taken which was unanimous

iii) Consider appointment of Internal Auditor due to unavailability of Mr Hinchcliff

The Clerk reported that unfortunately due to illness Mr Hinchcliff would not be able to act as the Council's Internal Auditor. The Clerk had made various enquiries as to a replacement and Mr James Dishman, a Chartered Accountant, who worked from the Chitterley Business Park and lived in the Parish had offered to act as Internal Auditor at no cost. Cllr Lacey proposed the Parish Council appointments Mr Dishman as its Internal Auditor and thank him for his kind offer. Cllr Faulhaber seconded the proposal. A vote was taken which was unanimous.

Minute 113039 **Update re Neighbourhood Plan**

Locality has contracted AECOM Infrastructure and Environment UK Ltd to prepare an independent Scoping Report in respect of the Neighbourhood Plan's Strategic Environmental Assessment. The report has been reviewed by a working party of the NP Committee and AECOM have now forwarded the report to the Environment Agency, Historic England and Natural England for their comments which need to be submitted by 6th May 2019.

Minute 113040 **Annual Review of Fixed Asset Register**

The Parish Council reviewed the Fixed Asset Register and agreed the purchase of the Defibrillator at Ellerhayes should be added together with the dog bin at Silverdale/High Street.

Cllr Allwright proposed subject to the above amendments the Fixed Asset Register should be adopted. Cllr Trebble seconded the proposal. A vote was taken which was unanimous.

A discussion arose as to whether or not the dog bin which had been taken from the Little Rec should be replaced. The Clerk informed the meeting that MDDC would be replacing the bin in due course.

Minute 113041 **Annual Review of Risk Assessment document**

Cllr Derbyshire proposed the Risk Assessment document be adopted without amendment. Cllr Faulhaber seconded the proposal. A vote was taken which was unanimous.

Minute 113042 **Matters Brought Forward by the Chairman**

Cllr Derbyshire reported that the hedge on the boundary of the Hall carpark and the public car park had been cut which had improved visibility when exiting the public car park and asked that thanks be expressed to the Community Hall Committee.

Cllr Trebble stated that on Sunday evenings cars were parking on the grass verge above the turning into Silverdale. As the cars were not causing an obstruction this was not a police issue. County Cllr Squires confirmed she had noted the problem and would pass details on to the relevant officer at Devon County Council.

Cllr Trebble reported she had attended the Design Guide Workshop provided by MDDC. She said the idea of the Workshop was to highlight the process of designing and making assessments of particular sites making reference to the Guide. The Design Guide will be issued to Parish Councils once published.

Meeting closed at 8:50 p.m.

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