

# Newton St Cyres Parish Council

Minutes of the Newton St Cyres Parish Council meeting held in the Parish Hall Clubroom on Monday 7 July 2014

The meeting commenced at 7.30pm

## Members Present:

Cllr D Baker (Chairman)  
Cllr J Baker  
Cllr R Cashmore  
Cllr J Enright  
Cllr S Parker

Cllr T Sedgwick  
Cllr C Southcott  
Cllr J Walters

## In attendance:

Cllr M Squires DCC (arrived 8.40pm)  
Cllr P Hare-Scott MDDC  
6 members of the public (1 left at 9.10pm)

J Hole Parish Clerk

## Business to be Transacted

### Public Participation

- (i) Police Report  
Calls to Police April 14: 2 x dangerous driving A377, 1 x possible drink driver A377, 1 x domestic, 4 x dog in road A377  
Crimes reported to police for April 14: 1 x criminal damage, 1 x theft of property  
Calls to Police May 14: 1 x Concern for welfare, 1 x dog in road A377, 1 x alarm related, 1 x Burglary (Half Moon), 1 x found safe, 3 x suspicious males in village, 1 x dangerous driving A377, 1 x vehicles parked in bus stop, 1 x vehicles parked on footpath (Half Moon) 1 x ASB neighbourly related, 1 x obstruction in road (Half Moon)  
Crimes reported to police for May 14: 1 x burglary (Half Moon), 1 x burglary (Quickes)  
Calls to Police June 14: 1 x drink driver (NSC), 1 x male see poaching, 1 x road 1 x other  
Crimes reported to police for June 14: None
- (ii) Public Question Time.  
Problem of vehicles, and in particular emergency vehicles, not being able to get into Godolphin Close due to parked vehicles  
A resident thanked Cllr P Hare-Scott for reporting the problem of waste water at the layby in Half Moon  
A request for the sign on the bus stop at Half Moon to be removed.  
Buses going too fast and not giving passengers waiting at the bus stop time to get out of the bus stop. **Clerk to report to Stagecoach**  
The height of the trees around the bus shelter at Half Moon – add to outstanding highways issues list.

### Formal Business

#### 1/07/14 Apologies

Cllr K Anstey and Cllr M Squires would be late

#### 2/07/14 Declaration of Interest

Item 5.2 Cllr D Baker and Item 5.3 Cllr S Parker. Item 4.5 Cllr T Sedgwick and Item 4.5 Cllr C Southcott

#### 3/07/14 Minutes of the last meeting held on Monday 3 June 2014

Agreed and signed as a true record

#### 4/07/14 Mid Devon District Council

- 4.1 Planning Applications:  
None.
- 4.2 Planning Decisions:  
None
- 4.3 Community Infrastructure Levy (CIL)  
A preliminary draft charging schedule had been received from MDDC and Cllr P Hare-Scott explained the background to this.
- 4.4 To discuss TAP funding ideas  
**Cllr J Baker to put a note** in the Newton Wonder inviting organisations to make TAP applications through the Parish Clerk by the end of September. All applications must have the support of another parish.
- 4.5 Refuge collections at New Estate  
Problems with collections had occurred again in June but these appeared to have been sorted out. Cllr P Hare-Scott apologised for the problems.
- 4.6 Cars blocking Godolphin Close  
**Clerk to write to highways** and copy to Cllr M Squires and Bob King advising them of the problem. Cllr T Sedgwick to arrange a meeting with the residents of Godolphin Close to look at the hedges to see whether it is possible to cut these back. If both these actions fail to address the problem, signs will be considered.
- 4.7 Report from Cllr Hare-Scott  
Cllr P Hare-Scott reported that the two sites either side of Tytheing Close which had been identified in the local plan had now been withdrawn. With the Councils agreement Cllr P Hare-Scott would support the proposed site for 25 houses in Station Road as part of the new school development. This agreement was given.

#### 5/07/14 Finance

- 5.1 To approve signatures for this month's cheques  
Cllr T Sedgwick and Cllr C Southcott
- 5.2 Parish Council payments  
These were agreed as:

Item	Payee	Purpose	Amount £
5.2.1	Hedgerow Print	Annual Report	195.00
5.2.2	M J Nicholls	Grassing Cutting	160.00
5.2.3	Stephen Parker	Work on new bus shelter	25.00
5.2.4	Ian Salter	Bus shelter cleaning	24.00
5.2.5	David Baker	Chairman's expenses	27.75
5.2.6	Grant Thornton	Audit fee	120.00
5.2.7	David Baker	Flowers for hanging basket/pump	40.80
5.2.8	J Hole	Salary and Expenses for June	247.99
			<b>£840.54</b>

- 5.3 Parish Council payment Footpath Account:

Item	Payee	Purpose	Amount £
5.3.1	Stephen Parker	Petrol for footpath strimming	19.34
			<b>£19.34</b>

- 5.4 Parish Council receipts

Item	Payer	Purpose	Amount £
5.4.1	Various	Allotment rent	30.00
			<b>£30.00</b>

- 5.5 Balances:

- 5.5.a Parish Council Current Account balance – £9,480.25 (after above payments)  
5.5.b Parish Council Reserve Account balance – £840.16

- 5.5.c Footpaths Account – £513.46
- 5.6 Financial Statement and Budget Monitor  
These were noted
- 5.7 Annual Return update  
The Annual Return had been signed off by the external auditors, Grant Thornton with a note advising that the Council Tax Support Grant should have been shown as a separate amount and not included in the precept figure. **Clerk to write** and thank Daphne Clague for undertaking the internal audit.

### **Break in procedures for signatories to sign cheques for payment**

#### **6/07/14 Matters raised by the Chair**

- 6.1 Report from school meeting and report of Public Consultation meetings  
The public consultation had been well attended with about 100 people viewing the plans. Cllr J Enright explained the need for speed with regard to moving the proposal forward as the Education Funding Agency will be visiting the school this month and if there is no agreement to move the school by September then the new school will be built on the existing site. **Cllr D Baker to arrange a follow up meeting** for September to ensure the proposal keeps moving. The importance of ensuring that the pedestrian crossing and path to the Recreation Ground are part of the planning were noted. Details of the Land Society who support people to build their own affordable homes were passed to the Clerk to keep on record.
- 6.2 Affordable housing/housing allocation in Court Orchard  
Cllr D Baker read out the criteria for the 3 affordable houses and 1 joint ownership house in Court Orchard. **Clerk to find out the criteria for the bungalows.**

#### **7/07/14 Councillor's Reports**

- 7.1 Areas of Responsibility reports  
Risk Assessment – still to be done  
Pump – Cllr S Parker to paint  
Noticeboards – **Cllr J Baker to put note in Newton Wonder** requesting that notices are put on noticeboards using drawing pins only and not staples. Some maintenance work will be needed on some Noticeboards and this will be looked at in the Autumn.  
Seats – Cllr D Baker to re-stain the village green seat  
Car Park – a meeting had been arranged for later in the month  
Footpaths – Cllr S Parker reported that the offer of the land at Half Moon required the agreement of neighbouring properties and Cllr S Parker was hoping to meet the relevant owners later this week.  
Station – **Cllr J Baker to arrange a date** for a publicity photo for the Harrington Hump  
Speedwatch – Leaflets had been delivered to Half Moon requesting volunteers.  
Community Support Group – meeting next Saturday to include a walk around the Arboretum  
Archives – **Clerk still to arrange** for old minutes to go to archives  
Development Sub Group – Cllr D Baker had invited various village organisations to an initial meeting in September with a view to updating the Community led plan.  
Arboretum – items 7.1a, 7.1b and 7.1c were taken here.  
To consider Amendments to Arboretum Licence – these had been circulated and were agreed.  
To consider Arboretum Risk Assessment – this had been circulated and was approved  
To consider Arboretum Safety Inspection – this was noted.  
Neighbourhood Watch – Cllr T Sedgwick reported that he had informed Neighbourhood Watch Deputies that the co-ordinator was Simon Lovell
- 7.2 Surgeries:  
7.2a Matters raised on 28 June 2014

Report of a business being run from a residential home after 6.30pm and causing a nuisance. Cllr T Sedgwick to advise the complainant to report this matter direct to the Environmental Health Department. A strong smell of sewage in the layby at Half Moon had been reported. Cllr T Sedgwick to investigate further.

7.2.b Next Surgery 26 July 2014  
Cllr R Cashmore to attend

#### **8/07/14 Clerk's Report**

None

#### **9/07/14 Parish Council**

##### **9.1 Allotments**

###### **9.1.a Report – Cllr K Anstey**

Cllr D Baker reported that Quicke's had mowed the allotments although access had been an issue and the grass around plots 1 and 2 had not been cut. It was noted that the allotments might be able to move as part of the new school development.

##### **9.2 Flooding:**

###### **9.2a Report from Flooding meeting held on 25 June 2014**

The notes from the Flooding Meeting had been circulated and Cllr R Cashmore stated that the meeting had identified the main areas of concern and had agreed individuals to act as points of contact in those areas of concern. He had prepared a note for the Newton Wonder to explain which authorities are responsible for what and there would also be new web pages. Cllr R Cashmore had met with Doe Fitzsimmons, from the Pathfinder Project, who is responsible for working with the parish to draw up a Community Emergency Plan (CEP). Doe would be setting up a meeting to look at the impact on the CEP of the A377 being blocked.

###### **9.2b Flood monitoring update**

Cllr R Cashmore noted that the flood monitoring equipment must work in the area where it is being placed and is arranging for the Environment Agency to conduct a test at the proposed location. Steve Densham (MDDC) will be walking the three streams of concern with the land owners to identify problems and will produce a report. A new map will then be produced and circulated showing who is responsible for which areas.

###### **9.2c Approval for flood budgets**

Approximately £2,000 would be available if the Community Emergency Plan is implemented. There is also a grant of up to £5,000 for people who have been affected by flooding. Costs to the Parish Council remained as previously minuted: an annual maintenance cost and cost of text messages.

###### **9.2d Community Emergency Plan (CEP)**

It was noted that the CEP should cover all eventualities and this should include the A377 being closed.

Cllr D Baker thanked Cllr R Cashmore for his work on this project.

##### **9.3 To consider cost/design for a new village sign**

A site meeting had taken place with the sign producer. It was agreed to use the existing frame. The design would be the same as the history sign. **Cllr R Cashmore to ask the twinning association** if they would like the wording "twinned with Rots" on the sign.

##### **9.4 To consider the draft policy for signs on the village green**

A draft policy had been circulated. This was adopted subject to minor amendments and will be published in the Newton Wonder.

#### **10/07/14 Devon County Council**

##### **10.1 Outstanding Highways issues**

Cllr D Baker ran through the list

- I. Langford Village sign (Shute end) – Cllr S Parker had replaced this - remove from list
- II. Langford Road. Awaiting depth markers to be installed by the stream – waiting for DCC

- III. Half Moon Bus stop - DCC were responsible for the removal of the old bus pole. Car parking in bus stop layby – **Cllr M Squires to speak to Bob King** with a view to marking this as a bus stop which would prevent cars parking in it.
  - IV. Stones falling out of wall on the bridge at Station Road. **Cllr M Squires to follow up**
  - V. Footpath at the bottom of School Hill. Adverse camber makes it dangerous for mobility scooters – no progress
  - VI. Enforcement on Network Rail of hedges by Beer Engine – **Cllr M Squires to follow up**
  - VII. Signpost for Woodley and Sherwood – broken. **Cllr S Parker to action**
  - VIII. Shutten brook at Meadlowlands in West Town – this should be in Steve Densham's flooding report
  - IX. Sand Down Lane between Ridgeway House and Coldharbour - sunken road – Bob King to look at
  - X. Bank at Station House – Clerk had e-mailed Network Rail and sent a photograph
  - XI. Landslide site on A377 – position of concrete blocks and future plans for site – no update but remove from the list
  - XII. Potholes near Sweetham – these had been marked so appeared to be in the system. **Cllr M Squires to follow up**
- 10.2 New issues for Cllr Southcott to take to DCC  
Cllr C Southcott to discuss height of trees at Half Moon Bus stop with Bob King
- 10.3 To consider what work the Parish Council can take on from DCC.  
No work had been identified. It was agreed that the Raddon Hills Group should invite a representative from DCC Highways to attend a meeting to inform Parishes of work they considered suitable for Parishes to take on. **Cllr D Baker to action.**
- 10.4 Report from Cllr M Squires  
Budget cuts had led to care home closures. Bob King had recently trailed a jet packer to help with pot hole repairs.

#### **11/07/14 Miscellaneous Correspondence**

A letter of thanks had been received from Daphne Clague which stated that she would be willing to continue in the role of Honorary Internal Auditor. **Clerk to write a formal letter of thanks and accept the offer for next years audit.**

#### **12/07/14 Minor Matters and Items for Future Agenda**

None

**13/07/14 Date of next meeting: Monday 4 August 2014 in the Clubroom, Parish Hall, 7.30 pm**  
The August meeting would not take place unless needed for planning. **Clerk to advise nearer the time.**

### **End of Formal Business**

#### **Public Participation**

A question was asked about the golf course and flooding. Cllr R Cashmore stated that advice would follow from the experts and the golf course would be informed if they needed to take any action.

The meeting closed at 9.40pm