

Minutes of the meeting of Silverton Parish Council

held Monday 1st July 2019

Present: Parish Cllrs A Melville, D Lacey, L Trebble, K Faulhaber, F Derbyshire, & S Roach

District Cllr B Deed, District Cllr J Wright & County Cllr M Squires

Minute 113069 **Apologies**

Apologies were received from Cllr Maylan

Minute 113070 **Consider any application for Co-option onto Parish Council**

Minute 113071 **Meeting open to members of the public – 15 minutes**

Minute 113072 **To approve the minutes of the meeting held on 3rd June 2019**

Minute 113073 **Review of Action Plan**

Minute 113074 **Discussion with County Councillor Cllr Margaret Squires & District Councillors J Wright and B Deed**

Minute 113075 **Planning**

(a) **Applications**

19/00986/LBC – Listed Building Consent to replace front door – 15 Newcourt Road, Silverton

19/00963/HOUSE – Erection of garden shed following demolition of existing – 3 Fore Street, Silverton

19/01068/CAT – notification of intention to fell 1 Maple Tree, 1 Lawson Cypress tree and coppice HZEL TREES AND Cotoneaster within Conservation Area – (rear of 21 King Street) Applemede, Silverton

19/01004/HOUSE – Erection of extension and pitched roof to garage and extension to existing dormer window to rear of property – Newhaven, Strathculm Road, Hele

19/01040/CAT – Notification of intention to reduce height of T1 Bay tree by 3.5m; thin, reshape crown and shorten lower branches of T2 Tree of Heaven by 2m; prune lower branches of T3 Black Cherry Plum by 1.5m and fell T4 Bay tree within Conservation area – 3 Fore Street, Silverton

19/01082/CAT – Notification of intention to prune 1 Maple tree and 1 Yew tree and remove 1 Laurel in Conservation Area – Graveyard & Church Hall, St Mary's Church, Church Road, Silverton

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

APPROVAL – erection of single storey extension following demolition of existing lean-to – 20 Newcourt Road, Silverton

APPROVAL – erection of extensions to existing farm shop, Exe Valley Farm Shop, Thorverton

Minute 113063 **Finances**

Monthly invoices:

Chq No	Payee	Amount	Income	Amount
002502	Mrs S Woodland	Clerk's wages (£582.26) + expenses (£8.40)		
002503	Mr D L Marsden	£250.00 (contractor's monthly invoice)		
002504		Cheque cancelled		
002505	G Hibbert	Grass Cutting – (£270.00)		
002506	Hi-Line Contractors SW Ltd	Tree Assessment (£216.00)		
002507	St Mary's PCC	Grant to Churchyard grass cutting (£1,500.00)		

It was noted the Internal Auditor had suggested invoices be initialled by signatories as well as the cheque stubs. Cllr Roach proposed this recommendation be accepted by the Parish Council. Cllr Lacey seconded the proposal. A vote was taken which was unanimous

i) **Consider Hi-Line Tree Report**

It was generally agreed this was a good, thorough report with good photographs with the conclusions not as bad as might have been. The Chairman brought Page 5 paragraph 6 (key findings and recommendations) to the Council's attention in particular and Cllr

Roach proposed the findings and recommendations be accepted. Cllr Derbyshire seconded the proposal. A vote was taken which was unanimous.

Cllr Maylan proposed tenders are obtained from Hi-Line and 2 others. Cllr Derbyshire seconded the proposal. A vote was taken which was unanimous

The Chairman pointed out the Report alludes to an on-going inspection audit of the report and Cllr Derbyshire proposed this be carried out. Cllr Trebble seconded the proposal. A vote was taken which was unanimous

It was noted that planning permission may be required as the trees were in a Conservation Area. Cllr Roach proposed a copy of the report be sent to the Tree Officer and ask for advice as to whether planning permission is required and, if so, the Clerk to take the appropriate action. Cllr Derbyshire seconded the proposal. A vote was taken which was unanimous.

ii) Annual Audit Return for year ended 31 March 2019

A copy of the Annual Governance and Accountability Return 2018/19 had been circulated to Councillors prior to the meeting.

The Chairman proposed the annual accounts and statements prepared by the Clerk are agreed and adopted. Cllr Faulhaber seconded the proposal. A vote was taken which was unanimous.

The Clerk and Chairman had met with the Internal Auditor and his report had been circulated to all Councillors. It was agreed this was a good, thorough report. The Chairman expressed thanks to Clerk for the work carried out by her. The items raised by the Internal Auditor will be dealt with during the month.

The Chairman pointed out the Statement of Internal Control prepared by Mr Dishman outlines the systems, processes and audit. The Chairman proposed the Statement be accepted. Cllr Lacey seconded the proposal. A vote was taken which was unanimous.

The Annual Internal Audit Report completed and signed by Mr James Dishman was noted

(iii) Annual Governance Statement 2018/19

Replies 1 to 8 being "Yes" and 9 being "N/A"

Cllr Roach proposed the above replies were accurate. Cllr Maylan seconded the proposal. A vote was taken which was unanimous

(iv) Accounting Statements 2018/19

Cllr Roach proposed the figures be accepted as a true record Cllr Maylan seconded the proposal A vote was taken which was unanimous.

The Annual Governance Statement and the Accounting Statements were signed by the Clerk and the Chairman

(v) Review of banking system

The Chairman reminded the meeting that NatWest had taken away on-line access for the Clerk due to her not being a signatory and therefore she was unable to view the Bank Statements on a regular basis. It was agreed Cllr Faulhaber would visit the Bank to see if they will meet our requirements to enable the Clerk to view Bank Statements on line before deciding to change our bank

Minute 113064 **Grass cutting of bank in Coach Road**

Cllr Squires confirmed she would look into the issue of DCC not having cut the bank in Coach Road which was causing a possible danger to children entering and leaving the Recreation Field from the entrance at the bottom of Coach Road. There were concerns cars would not be able to see them. The area of Coach Road where it joins Wyndham Road had also not been cut and had been mentioned at the Mini Market. It was noted some areas of grass in the village which are either owned by DCC or MDDC are not being cut and which now look a mess. Parish Council owned grass is being cut on a regular basis. The condition of the leat was also brought to the attention of Cllr Squires. It was agreed areas of grass not in Parish Council ownership but which the Parish Council would like to see cut would be an Agenda item for July. District Cllr Wright suggested the Parish Council may like to consider flower areas in the verges. Also agreed to include a discussion regarding the leat at the July meeting. The Clerk to liaise with Thorverton Clerk regarding their handyman and the potential cost

Minute 113065 **Any issues arising from Annual Parish Assembly**

Concerns were raised regarding farm vehicles travelling down Butterleigh Road at speed, going over the kerb into Silverdale and then travelling through Applemede into Tiverton Road. The vehicles were noisy and dangerous and were churning up the roads and hedges. It was noted that in the main these vehicles are being driven by contractors.

The condition of the road between Red Cross and Park Road was also very bad and the Clerk will contact Devon Highways with a request works are carried out as a matter of urgency.

The Chairman pointed out there was nothing the Parish Council can do to resolve these problem but he could say Silverton was not alone as other parishes are experiencing similar problems. As a responsible Authority it can be kept informed of complaints. It was agreed an advert is placed in the Newsletter asking farmers/contractors to be considerate and slow down.

Minute 113066 **Mini Market Rota**

Cllr Maylan had attended the June meeting on behalf of the Parish Council. Items which were highlighted were (1) Grass Cutting in the village (2) Dr Peter Smith had raised the question of ownership of the light between Church and the Square. This was apparently paid for by a meter in the Square. MDDC state it is not their light as it is on private land. The Clerk informed the meeting that this had been raised some months earlier and she does have an email confirming the Church were dealing with this. (3) difficulties with pushchairs in School Road and (4) no disabled access to Little Rec and was this possibly breaking the law? A parishioner stated he had made ramp last year which he thought had been destroyed he thought by Parish Council. The Clerk confirmed this was not the

case. It was agreed to ask the Richard's Trust if a Disability Access Audit had been carried out with regard to the Little Rec.

It was agreed Councillors would provide the Clerk with their availability to attend the Mini Market as a Parish Council representative and she would then produce a Rota and circulate this to all members.

Minute 113067 **Update re Neighbourhood Plan**

The Neighbourhood Plan meeting of 24th May was attended by Arron Beecham and Ben Lucas from MDDC Forward Planning. Their input was very helpful, and they were able to clarify queries in respect of policies that the Neighbourhood Plan committee are revising to more closely conform to the MDDC Local Plan review and the National Planning Policy framework

Minute 113068 **Matters Brought Forward by the Chairman**

A letter had been received from DCC confirming the Order had been made modifying Footpath 9. Cllr Derbyshire informed the Council she had been informed by a parishioner that parts of the original footpath and parts of the new section of the footpath were impossible to walk as they were very overgrown. This will be reported to the Footpath Officer at DCC.

Meeting closed at 9.00 p.m.

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