

Bow Parish Council Minutes 14.6.2017
MINUTES OF A MEETING OF BOW PARISH COUNCIL HELD ON 14 JUNE 2017 AT 7.30P.M.
IN THE COMMUNITY ROOM OF BOW VILLAGE HALL

Present: Mr T J Vanstone, Vice Chairman, in the Chair,
Messrs R P Edworthy, C R McAllister, V Steer and M C Williams.
Clerk Miss B D Ware.

Apologies: Mesdames L A Hamilton and D M Pritchett-Farrell, Messrs C D Nicks and R J Yelland.
Cllr N Way.

PARISH COUNCIL

1. **Public Open Forum.** No members of the public present; nothing raised.
2. **Minutes.** The minutes of the meeting held on 10 May 2017, having been circulated in advance, were taken as read, agreed as a complete and accurate record and signed by the Vice Chairman.
3. **Matters Arising:-**
 - (i) Den Brook wind farm. It was reported that progress was being made, Mr Nicks would attend a DBCC meeting (North Tawton 22/6/17). Constitution revision matters were in hand with DBCC.
 - (ii) Community helipad, proposal. Copy of Terms & Conditions and Acceptance of Terms & Conditions forms had been passed to Bow Village Hall & Field Management Committee as site owner/tenant/managing body, for their required signature and return. D.A.A.T. enquired whether Parish Council needed grant payment in advance: normal procedure provided for grant to be paid on receipt of invoice after works completed. D.A.A.T. to be advised Parish Council would be content to receive grant after works completed. D.A.A.T. wished to arrange a site meeting with MAT Electrics to agree column location etc. and would be invited to suggest dates/times. Alex Bowden Electrical (undertaking installation of proposed meter cabinet) would also be invited. Mr McAllister and Mr Williams offered to attend with the Clerk.
 - (iii) Burston Meadow Sport & Recreation Ground. J'hai Ltd (Building Regulations service) quote had been accepted, invoice awaited. The changing rooms' concrete base would be installed within the next month.
 - (iv) Public open space project funding. To address aspects involved, the M.D.D.C. Planning Obligations Monitoring officer would be invited to a meeting.
 - (v) Annual audit 2016/17, internal audit. Mrs Simms had carried out the internal audit, all found to be in order, and the annual internal audit report completed. The exercise of Public Rights, etc. had been advertised. Annual Return pro forma, with all associated supporting documentation, had been submitted to external auditor Grant Thornton UK LLP on 1/6/16 (posted 1st class, proof of posting obtained). Members agreed that Mrs Simms be presented with H.T.A. garden gift vouchers to the value of £30.00, in recognition and thanks for her work.
 - (vi) Suggested Bow Parish Boundary Revision (to include Burston Meadow Sports & Recreation Ground). Procedural advice from M.D.D.C. had been sought and was awaited. Primarily it needed to be established whether Zeal Monachorum Parish Council would be agreeable to the revision – Bow Parish Council Chairman would confer with Zeal Monachorum Parish Council Chairman.

4. **Planning**

APPLICATION

[17/00855/MFUL](#)

Proposal: Erection of extension to garden centre to form additional retail space, pallet store, covered entrance and covered outdoor areas and erection of a separate warehouse following removal of polytunnels (1,567sqm total).

Location: Bow Garden Centre, Bow

Site Vicinity Grid Ref: 271301 / 101739

Application detail had been conveyed electronically to Bow Parish Councillors 26/05/2017. Mr Edworthy declared an interest and left the meeting. Parish Council approved the application.

M.D.D.C. DECISIONS

APPROVED

[17/00569/FULL](#)

Proposal: Erection of an agricultural livestock building

Location: Land at NGR 272162 98664 (Littlecombe Farm) Bow Devon EX17 5AS

Site Vicinity Grid Ref: 272104 / 98680

Proposal: Erection of an agricultural livestock building

Location: Land at NGR 272162 98664 (Littlecombe Farm) Bow Crediton Devon EX17 5AS

Site Vicinity Grid Ref: 272104 / 98680

M.D.D.C. had given advance notice of service disruption to public access (online planning) 17-19 July 2017.

5. **Defibrillator (cabinet damaged), Situate Village Hall.** The cabinet had recently sustained minor damage affecting hinge mechanism. An email from Bow Village Hall & Field Management Committee Chairman advised that the Committee had no recollection of accepting 'ownership' or responsibility of the defibrillator, with cabinet, affixed to the outside wall of the village hall, saying the C'tee's Vice Chairman was interested in attending the next Parish Council meeting to speak with Members, however being on holiday on date of meeting, the Clerk had visited the Vice Chairman. The understanding by each organisation was at variance and needed resolution. It was reported the Village Hall & Field Management C'tee had obtained a quotation (approx. £500) for a new cabinet. Parish Council had provided the A.E.D. on the understanding that Bow Village Hall & Field Management Committee would take responsibility for it including providing adequate insurance (incl. theft, damage, vandalism) for the valuable and vulnerable item, but the C'tee Chairman advised that only basic insurance had been obtained. During discussion some Parish Councillors had inspected the damaged cabinet – Mr Vanstone and Mr Williams may be able to effect a repair. It was suggested that Chairman, Mr Nicks, liaise with the C'tee Chairman suggesting that the C'tee obtain a quotation for wider (incl. accidental damage) insurance cover, which Parish Council might fund. Ongoing responsibility needed addressing – Parish Council might also be willing to reimburse the C'tee for future costs, e.g. replacement pads, battery, etc.
6. **Request for Financial Donation, Heart of Devon.** In recent exchange of emails the Heart of Devon Committee thanked Parish Council for agreeing to consider but wanted to withhold an application, pending "better understanding of criteria", etc. A copy of the Committee's accounts had been requested but not been forthcoming.
7. **Untaxed (S.O.R.N.) Vehicle at Jackman Car Park.** A Notice had been placed on the windscreen of an untaxed vehicle (contravening car park regulations). It would be monitored.
8. **Parish Council Notice Board, The Church Room.** The Church Room was being sold and Parish Council's notice board needed removal. Mr Williams offered to speak with the owner(s) of the wall at the entrance to Iter Park where the board could be re-affixed. Mr Vanstone with Mr Williams offered to remove and were thanked.
9. **Bow's K6 Telephone Kiosk, Future Use(s).** The Clerk had spoken with Mrs May (staff member Co-op shop) who had responsibility for acquiring a defibrillator, utilising funds raised by the shop in 2014. A site for the proposed A.E.D. had yet to be arranged by Mrs May who had considered both Burston Meadow Sport & Recreation Ground and Bow Garden Centre but neither site was ideal; she felt the adopted telephone kiosk to be equally suitable. She/Co-op wished to pass the sum raised to an organisation which would arrange A.E.D. acquisition/installation, the Co-op would not be prepared to accept ownership, ongoing maintenance or any future responsibility for it. Thus another organisation would need to accept responsibility including provision of insurance (liability, theft and accidental damage). The B.T. Agreement incorporated stipulations pertaining to installation of defibrillator equipment in adopted kiosks. The Clerk had approached Community Heartbeat Trust (C.H.T.) which supplied defibrillators plus cabinets and worked with B.T. Much information had been received. In addition to equipment cost, electrical installation of the cabinet with A.E.D. in the kiosk would be required (C.H.T. estimated electrical work approx. £180). If proceeding, choosing type of cabinet (locked/unlocked, heated, alarmed) would be necessary. Parish Council would request a quote from C.H.T. for an unlocked, heated, alarmed cabinet. If Bow Village Hall & Field Management Committee was not prepared to maintain the A.E.D. sited at the hall, Parish Council would need to carefully consider implications and costs associated with accepting the acquisition of a second defibrillator. Mr Edworthy had obtained red paint, *gratis*, from a Crediton firm (proprietor Cllr Peter Heal, M.D.D.C. Chairman) and Mr McAllister would proceed to repaint the kiosk, for which thanks were expressed.
10. **Request for Parish Council to Support Possible Planning Application – The White Hart, Bow.** Mr McAllister read a letter he had received that day from the owners of The White Hart which indicated, somewhat surprisingly, that a Planning officer had suggested to the would-be applicants that obtaining Parish Council support would increase likelihood of a possible Planning application (for conversion of an outbuilding to residential) gaining consent. A Planning application had not yet been submitted so Parish Council was unable to comment; consideration would only be given when an application (which incorporated detail) had been lodged.

11. **D. C.C. Highways Matters.**

Proposed extension of 30m.p.h. limit, A3072 west of Bow village. Cllr Way absent, no new information available.
Grass verge cutting, A3072 junction with Coleford Rd. Inadequate trimming on A3072 to east of junction had left impaired visibility (blind-spot) for traffic exiting Coleford Rd and was considered dangerous. To report to D.C.C.
Repainting of white lining. The line missed (junction of Junction Rd-Churchlands) had still not been repainted.
Collapsed timber fence - Paddocks Well, Walson Road. D.C.C. has put it forward for 2017/18 funding.
Parking, Bow main street. Vehicles parked on double yellow lines and on pavements continued to cause problems – to report to D.C.C. (copy to Cllr Way), suggesting a Civil Enforcement Officer visit Bow.

12. **Monitoring of Services.**

D.C.C. Service satisfactory – comment would not be submitted.
M.D.D.C. The inner container of some dog waste bins needed attention as locking mechanisms had rusted/seized with containers no longer being lockable. To report to M.D.D.C. advising repair/replacement necessary, requesting all dog waste bins be checked (as Parish Council had concerns about some possible local interference).

13. **Correspondence.**

M.D.D.C. press release, Mid Devon publishes ‘Peer Challenge’ review.
M.D.D.C. parliamentary election – Statement of Persons nominated for Central Devon constituency and Notice of Election Agents. Posted.
M.D.D.C. inviting clerks (& town/parish councillors) to learn about protection from cyber attack, briefing events, Tiverton 5/7/17 or Crediton 19/7/17. (Parish Councillors advised 26/5/17, but none was likely to attend.)
M.D.D.C. Planning Enforcement Team, two additional officers (1 full & 1 part time) recruited, effective 5/6/17.
M.D.D.C. Planning Support Manager, Shane Broad, retiring 30/6/17.
M.D.D.C. Planning committee meeting 17/5/17, agenda.
M.D.D.C. Planning committee meeting 14/6/17, agenda
M.D.D.C. Audit committee meeting 30/5/17, agenda.
M.D.D.C. Community Policy Development Group meeting 6/6/17, agenda.
M.D.D.C. Scrutiny Committee meeting 19/6/17, agenda.
M.D.D.C. press release: [changes to some waste & recycling collections](#), from June.
M.D.D.C. press release, affordable homes for rent, scheme opened at Cullompton.
M.D.D.C. press release, [Tiverton Eastern Urban Extension](#) (EUE) consultation (13/6/17–11/7/17) plus letter.
M.D.D.C. town and parish newsletter, (electronically circulated to Members 22/5/17).
D.A.L.C. newsletter (May), Transparency Code (applying for funding), training & events, national news, legal (NALC produced General Data Protection Regulation briefing re. legislative changes effective May 2018), etc. (Parish Council Chairman, Mr Nicks, had indicated his intention to attend D.A.L.C. Chairman training 27/6/17.)
Devon Communities Together, The Training Hub, info. on courses.
Seafarers UK, promoting flying the Red Ensign on Merchant Navy Day, 3/9/17.
M.D.D.C. newly appointed Monitoring Officer, Ms Kathryn Tebby, email of introduction and advising code of conduct and standards issues training being planned, sessions at Tiverton, Cullompton & Crediton, in the autumn.
East and Mid Devon Community Safety Partnership, CSP Bitesize workshop ‘Safeguarding Young People’ information, at Tiverton on 26/6/17.
Publications:- Clerks & Councils Direct, Healthwatch Devon newsletter and D.C.C. connectme newsletter.

14. **Finance.**

Bank balances brought forward: Deposit Account £7,837.41, Current Account £36,810.07
ACCOUNTS AUTHORISED FOR PAYMENT
Community First (insurance ren’l. prem. due 1/6) £166.28

15. **Any Other Business.**

(i) Printer (Canon Pixma inkjet). Mr Edworthy declared an interest and left the meeting. A fault had developed with the printer (owned by Bow Waterworks), causing inconvenience. Edworthy Computing recommended purchasing a new laser (Brother multi-function colour wireless) printer at £260 + vat. Although the Clerk had managed to overcome the printer fault, Parish Council having obtained grant funding (to comply with Transparency Code) it was agreed to proceed with purchase.

16. **Date of Next Meeting.** Wednesday 12 July 2017 at 7.30p.m. at the Community Room of Bow Village Hall.

This concluded the business and the Vice Chairman declared the meeting closed at 9.30p.m.