

MINUTES OF A MEETING OF BOW PARISH COUNCIL HELD ON 12 JULY 2017 AT 7.30P.M.
IN THE COMMUNITY ROOM OF BOW VILLAGE HALL

Present: Mr C D Nicks in the Chair,
Mrs D M Pritchett-Farrell,
Messrs R P Edworthy, C R McAllister, and M C Williams.
One Member of the Public (part only).
Clerk Miss B D Ware.

Apologies: Mrs L A Hamilton and Messrs V Steer, T J Vanstone and R J Yelland.

PARISH COUNCIL

1. **Public Open Forum.** Parishioner, Mrs John, addressing Parish Council, raised a few local issues, including:-
Overgrown state of river banks immediately upstream of the easternmost bridge at western end of Bow village – Mrs John was concerned that in extreme weather conditions overgrown banks might contribute toward road (and possibly property) flooding. Members discussed, riparian owners had responsibility to keep banks clear of obstructions which could increase flood risk, however the District Council's view was understood to be that only some growth obstruction should be removed as total removal could exacerbate flood risk downstream.
Poorly trimmed, untidy, grass verges along A3072, western end of village to Co-op shop. Mrs John commented grass encroached over the footpath (forcing pedestrians to walk single file) and tactile paving at the bridges had become very weedy/slippery. Options, possibly employing a local contractor, needed to be explored.
Requested litter bin, adjacent public seat, A3072, western approach. Mrs John asked about acquisition of a bin as litter frequently collected around the seat (commendably, local people often cleared litter). Mrs John was aware that M.D.D.C. had planned a survey of all litter and dog waste bins across the District in 2015 – Parish Council had not been informed of any survey findings or whether survey completed. M.D.D.C. would again be reminded.
Road sweeping, western end of main street. Mrs John commented that when M.D.D.C.'s road sweeper vehicle attended (usually early mornings) parked cars prevented access to some areas and she hoped manual attention could be given. Members had witnessed the sweeper at various times of day but doubted the vehicle operator would be permitted to manually sweep inaccessible areas.
Speeding traffic (both directions), A3072 western approach. Mrs John drew attention to the problem. Parish Council had long been aware and had endeavoured to work with D.C.C. to find a solution. (D.C.C. acted only on evidence based issues and when checked speeds had not been abnormally high.) Parish Council was currently working to extend the 30mph limit west which, if achieved, would be beneficial. Parish Council would pursue. Mrs John was thanked for attending and for her interest in local matters, most of which Parish Council had already been aware and were being pursued.
2. **Minutes.** The minutes of the meeting held on 14 June 2017, having been circulated in advance, were taken as read, agreed as a complete and accurate record and signed by the Chairman.
3. **Matters Arising:-**
 - (i) M.D.D.C. Chairman, Cllr Heal, attending town/parish council meetings. Cllr Heal would like to attend Bow Parish Council's meeting on 9 August 2017, which would be accepted. An agenda would be issued via his P.A. He asked to be notified of any particular questions or areas of concern which Parish Council would like to address with him – M.D.D.C.'s survey of all litter and dog waste bins across the District, delaying the long awaited additional litter bin requested and ordered in April 2015, would be addressed with him.
 - (ii) Community helipad, proposal. A site meeting, 3/7/17, attended by D.A.A.T. Mr Russell, MAT Electrics, Alex Bowden Electrical, Parish Councillors C McAllister and M Williams, the Clerk and Bow Village Hall & Field Management C/tee Chairman Mr Rogers, had been held. Mr Russell requested a copy of Alex Bowden Electrical quote (labour element may be eligible for funding), he advised the lighting column had to be insured (liability, accidental damage, vandalism, etc.) and would need to be added to Parish Council Register of Assets. The exact site was inspected (for maintenance, column would be lowered to west). The portacabin may not be removed until 2018, so electricity supply would be divided when meter cabinet constructed. Bow Village Hall & Field Man. C/tee had queries (no detail given) re. D.A.A.T.'s Terms & Conditions Agreement which they had referred to a solicitor, the C/tee was not prepared to sign the document which they required to be amended. Mr Russell offered an additional meeting for the Committee to enable any issues/queries to be addressed, at which a Parish Councillor was required to be present (Mr Williams & Mr McAllister both offered to attend). When C/tee content to sign the document, it would be forwarded to D.A.A.T. When Alex Bowden constructs cabinet to liaise with D.A.A.T. so MAT Electrics could link in their works. Parish Council would obtain a quotation for column (£6k) insurance.

(iii) Burston Meadow Sport & Recreation Ground. The concrete pad required for changing rooms construction had not yet been installed. All Timber Frames Ltd's quotation for construction of changing rooms had been accepted by the Committee, thus cheques for first (10%) and second (20%) staged payments anticipated. It was reported that the Section 106 Fund group of parishes which included Zeal Monachorum had an accumulated sum of approx. £36,000 and might be willing to contribute towards kitting out (electric, showers, etc) the changing rooms, which the Committee was pursuing.

(iv) Parish Council Chairman, D.A.L.C. training course. Mr Nicks had attended the new Chairman training course (South Molton, 27/6/17), which he felt had been informative, interesting and useful. Invoice at £30.00 received.

(v) Untaxed (with S.O.R.N.) vehicle at Jackman Car Park. The untaxed vehicle had been removed.

(vi) Parish Council notice board, Church Room. Ahead of the board being relocated to Iter Park it needed some attention (coping timber partially rotten, magnetic catch rusty). Mr Jerry Williams would assist with board removal. Mr Williams offered to rub down and varnish the board and had checked that wall owner(s) were agreeable to board being affixed to their wall (but they expected board to be in good order with notices tidy and up-to-date, which Mr Williams kindly volunteered to monitor). Thanks expressed to all involved.

(vii) M.D.D.C. Public Open Space project funding, suggested meeting. The M.D.D.C. Planning Obligations Monitoring Officer had been invited to meet, evening/daytime, with Parish Council (& ors) with the Officer invited to suggest possible dates and times. If attending a Parish Council meeting, September or later, would be requested.

4. **Planning.**

Nil

5. **Defibrillator (cabinet damaged), Situate Village Hall.** Mr Williams and Mr McAllister had examined the cabinet again but doubted whether it could be repaired as had been anticipated, recommending checking availability (& cost) of a replacement drop-down cover, which the Clerk was pursuing via supplier. Protection of the cabinet (which may have sustained damage by a car door opening) by installation of a guard, which Mr Williams kindly offered to affix, to prevent possible recurrence, would be beneficial if Village Hall & Field Man. C/tee agreeable. Mr Gray had notified Bow Village Hall & Field Man. C/tee and Parish Council that the A.E.D. (displaying red light & bleeping) required maintenance; pads had a shelf-life of two years and were out of date. He suggested two sets (£30 +vat per set) be purchased (and offered a loan for purchase to keep A.E.D. fully functional). Parish Council agreed to purchase two sets of pads. Mr Nicks had spoken to the Chairman of Bow Village Hall & Field Man. C/tee but the C/tee required Parish Council to be fully responsible. Parish Council would obtain an insurance quotation to ensure recommended full cover was provided.

6. **Town and Parish Fund (T.A.P. Fund) 2017/2018.** The 2017/2018 fund opened for applications on 1/7/17, a simplified Application Form was available but accompanying Guidance & Criteria document was not yet online. The process, similar to 2016/17, clustered T.A.P. money by Electoral Division and based on number of registered electors (Crediton Rural allocated £10,655.70). Two funding rounds would operate, deadlines 30/9/17 and 28/2/18, with the T.A.P. budget split into two halves – half available for each round of funding and unallocated money from round one being carried forward to round two. The Clerk would publicise via Bow and Arrow (September issue).

7. **Den Brook Wind Farm Community Fund.** Mr Nicks reported, commenting that timing may allow for town/parish councils to view and consider funding applications, with councils' views possibly taken into consideration by the Den Brook Community Committee. D.B.C.C. had compiled a list of aims for project funding, which respective town and parish councils were required to prioritise and order to best reflect their individual parish's needs. Information detail had been passed to Members on 26/6/17. After consideration, order of set priorities to best reflect Bow's needs, was agreed as:- 1 Improving the health of residents, 2 Promoting a wide range of recreational, sporting and cultural activities, 3 Building the capacity of voluntary organisations to learn skills and develop experience with a view to them becoming sustainable organisations, 4 Reducing poverty and disadvantage, 5 Ensuring easy access to employment opportunities, 6 Improving rural transport opportunities, 7 Promoting environmental awareness and energy efficiency measures, 8 Promoting care and support of vulnerable people, 9 Achieving parity with national education attainment levels, 10 Improving community safety, 11 Improving rural business opportunities.

8. **Bow Conservation Area.** M.D.D.C. Conservation Officer, Mr Dadson, had written advising that his annual completion of Historic England questionnaires had indicated that Bow's conservation area emerged from the survey as

having negative issues, making it 'at risk', according to the factors against which it is judged. The letter was read, in full, to Members. Mr Dadson stated that the main concern was Bow suffered from very heavy traffic flow, making it a less attractive place to live, reflecting in lower house values and lack of investment in repair/upkeep. The letter also commented on recent infill development which reflected investment, etc. He suggested there may be opportunity to seek traffic calming in association with D.C.C. but due to budget restrictions Bow may not be seen as a priority. He asked how Parish Council perceived the village in terms of its designation as an area of architectural or historic heritage and whether Parish Council could suggest how/where improvements could be made, he also offered to meet Parish Council to discuss matters. Members were surprised by the letter, failing to comprehend the Officer's viewpoint – Listed properties, raised cobbled pavement, etc. which likely contributed to C.A. designation status all remained. In consideration, Mrs Pritchett-Farrell felt the village had improved and Members were unanimous that traffic calming was needed (letter might aid achieving extension of 30m.p.h. limit westward and enforcement of existing speed limit). Parish Council would invite Mr Dadson to a meeting.

9. **Bow's K6 Telephone Kiosk.** Community Heartbeat Trust (C.H.T.), official provider of A.E.D. schemes for telephone kiosks, had supplied quote, viz A.E.D. Cardiac Science G5 Powerheart semi-automatic + Rotaid unlocked, heated, alarmed cabinet, at £1,680 + vat plus carriage £25 + vat, which included free extras (webnos governance system, cardiac arrest response seminar, post rescue counselling, etc). Being the same make/model device as at the village hall, could be advantageous. Vat may not be reclaimable given source of funds but C.H.T. operated a 'Managed Solution' scheme for groups unable to reclaim vat, whereby C.H.T. retained ownership of equipment (four years min.) and provided insurance cover; after four years equipment could revert to local organisation for £1 or C.H.T. would continue. For electrical installation and cost, Alex Bowden Electrical had been approached. Parish Council would be agreeable to proceed with C.H.T. scheme, would make all necessary arrangements and make up shortfall in funding also accept all future responsibility, if the kiosk was the Co-op's preferred site for the A.E.D. and if Parish Council's offered arrangement was what the Co-op wanted. The Clerk to convey to Mrs May/Co-op that Parish Council would be willing to select equipment to comply with B.T. stipulations and cover shortfall in funding, make all arrangements including electrical installation, ensure recommended insurance provided and accept ongoing responsibility.

Mr McAllister was in the process of repainting the kiosk, for which thanks were expressed. Cllr Heal, Chairman of M.D.D.C., was due to attend the next meeting and would be thanked for supply of red paint.

10. **Jackman Car Park.** The householder at adjacent property, Barns Cottage, had notified Parish Council of the intent to erect scaffolding, to east gable end wall to facilitate re-rendering, thereby reducing number of parking spaces, for approx. five weeks. To inform householder that Parish Council was agreeable and presumed that all Health and Safety aspects would be addressed and covered, as well as there being appropriate and adequate insurance cover in place. To also suggest that householder notify vehicle owners of intended works.

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

Proposed extension of 30m.p.h. limit, A3072 west of village. In Cllr Way's absence, no further information was available.

Grass verge cutting, A3072 junction with Coleford Rd. Inadequate trimming on A3072 to east of junction leaving impaired visibility (blind-spot) for traffic exiting Coleford Rd had been reported to D.C.C. (15/6/17) but as no remedial action had been taken after 3 weeks, Mr Steer trimmed the spot to improve safety for motorists (Mr Steer had also trimmed grass verge on A3072 (north side) west of village to Burston Meadow Rec. Ground.

Repainting of white lining. The line missed (junction of Junction Rd-Churchlands) had still not been repainted – to remind D.C.C. again.

Parking Bow main street. A D.C.C. Civil Enforcement Officer had visited Bow 18/6/17 and issued some penalty charge notices and would attend again. Despite C.E.O. visit the problem persisted. Parking on double yellow lines in some areas (e.g. vicinity Central Garage) occurred where lines had become very faint, needing repainting; D.C.C. would be informed with repainting requested.

12. **Monitoring of Services**

D.C.C. Service satisfactory – comment would not be submitted. A gully sucker had been in Bow that day (waste oil had been found in a storm water grating chamber at Churchlands).

M.D.D.C. Service satisfactory – comment would not be submitted. The rusted and seized locking mechanisms of internal containers of some dog waste bins had been reported. M.D.D.C. had applied lubricant to all Bow bins. Members said that some interference with dog waste bins remained ongoing.

13. Correspondence.

M.D.D.C. Mid Devon Local Plan Review Examination. Secretary of State had appointed an Inspector (P Griffiths), Programme Officer appointed, preliminary hearing at Phoenix House on 26 & 27 September 2017 information and Inspector's Guidance Note, Inspector's Matters and Issues and Inspectors draft Hearing Programme.
North West Cullompton Urban Extension consortium, opportunity to view proposals 23/6/2017 at Cullompton.
M.D.D.C. Council meeting 28/06/2017, agenda.
M.D.D.C. Cabinet meeting 6/07/2017, agenda.
M.D.D.C. Environment Policy Development Group meeting 11/07/2017, agenda.
M.D.D.C. Planning committee meeting 12/07/17, agenda.
M.D.D.C. Economy Policy Development Group meeting 13/07/17, agenda.
M.D.D.C. play area fencing, clarification of policy.
M.D.D.C. Planning, updated new area team map.
M.D.D.C. press release, success with empty homes (44 returned to use in Mid Devon).
M.D.D.C. press release, tenant evicted for hoarding.
M.D.D.C. press release, 1940s late night shopping at Tiverton market.
M.D.D.C. press release, Armed Forces Day flag raising (Phoenix House 19/06/2017).
D.A.L.C. N.A.L.C. requesting views on local government unions' pay claim, booklets The Good Councillor's Guide and The Good Councillor's Guide to Neighbourhood Planning, available to order.
D.A.L.C. newsletter, Transparency Code compliance info.
D.A.L.C. newsletter (July), summer socials, training & events, Transparency Code (applying for funding), Local Council Administration at reduced rate, national news, open water, Star Councils 2017 awards (inviting nominations), etc.
D.A.L.C. inviting councils to have their project featured in D.A.L.C.'s Annual Report.
Devon Communities Together, The Training Hub, info. on courses.
Publications:- Clerks & Councils Direct, Local Council Review, D.C.C. connectme (Trading Standards, national scams awareness month) and Healthwatch Devon newsletter.

14. Finance.

Bank balances brought forward: Deposit Account £7,837.41, Current Account £36,643.79
ACCOUNTS AUTHORISED FOR PAYMENT
D.A.L.C. (Chairman training course, 27/06/2017) £30.00
GDM Cleaning (bus shelter glass clean 3/07/2017) £6.00
All Timber Frames Ltd (Burstons Meadow Sports & Rec. Ground changing rooms) £1,860.00 (1st staged payment)
All Timber Frames Ltd (Burstons Meadow Sports & Rec. Ground changing rooms) £3,720.00 (2nd staged payment)
Clerk (salary £749.00 + admin/expenses £154.26 qtr. ending 30/06/2017) £903.26
H.M.R. & C. (P.A.Y.E. income tax) £187.25

15. Any Other Business.

Nil

16. Date of Next Meeting. Wednesday 9 August 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 9.45p.m.