

BISHOPS TAWTON PARISH COUNCIL

DRAFT minutes of the Parish Council Meeting held in the village hall on Thursday 25th July, 2019 at 7:30pm

Present: Cllrs: L. Geen (Chair); J. Pay (Vice-Chair); S. Barber; P. Boulton; C. Lewis; A. Shiner; A. Spear; T. Willcocks

Also present: DCC Cllr R. Edgell; NDC Cllr D. Luggar & G. Lane

No Parishioners/public members were in attendance

39. Apologies

Apologies were received via the Chair from Cllr D. Down

40. Parishioners Open Session

A petition was handed in from the residents who live close to the “Little Pill” Corner. They have concerns that parking on the corner would be stopped. It was Agreed that the parking can sometimes be a problem when drivers park on the Very top of corner ie., on the double white lines (noted that this isn’t necessarily Anything to do with the residents’ vehicles) The Parish Council has asked about Appropriate Signage in the past. This will be discussed further in item 16 of the Agenda.

There have been notices sent to parishioners asking them to join Neighbour Next Door. It was considered that this could be a scam as it asked you to key in a code to Join. It was considered of commercial concern possibly collating your details And selling your data on to other organisations. Therefore please beware of this.

41. Approval of Minutes of Last Meeting

The minutes of the meeting dated 27th June, 2019 were approved as an accurate Record and signed by the Chair

42. Matters Arising from the last meeting

None noted

43. Declarations

No declarations were made

44. County/District Councillor Reports

- a) **County.** Please take a look at the grant funding that is available. Just to be aware that there are currently 759 children in care at the moment. Adult social care is also on the increase. The County Council would welcome applications from families willing to become foster (and possible future adoption) carers.

b) **District.** The North Devon Council are looking into further ways to become more climate aware. North Devon has developed a Climate Emergency since 2003 and hope to become carbon neutral by 2030. Lots being done already recently creating wild flower meadows etc. There has been another fire at Brynsworthy Waste Plant due to batteries being thrown in the waste. Please dispose of them correctly they can be placed in special bins at some supermarkets and the green re-cycling lorries will take them.

45. Dog Bins/Benches/Bus Shelters Sub-Committee.

The Chair & Clerk have checked the dog bins earlier and the riverwalk bin by the Church hasn't been emptied. A bill has been received from the Council for July to September so it will have to be amended to take into consideration that only 4 bins were emptied from THIS week and not from the 1st July as first thought. The clerk will email the Council regarding this.

46. Highways Sub-Committee.

Step by step instructions on how to report pot holes was given to the committee by the Clerk. There has been a nil response after their newsletter from the school regarding Speed Awareness training. Six volunteers needed.

47. Planning Sub-Committee

Discussed on item 17. Of Agenda

48. Playing Field Sub-Committee

The Play Inspection has been carried out and a report has been issued with some minor repairs needed. The tidy up volunteers are going to be working on that area soon and will do the necessary repairs and report back to the Parish Council. There have been reports of seagulls perching on top of the swings inevitably leaving a deposit. Will source putting up toy windmills to see if that will deter them.

49. Finance/Personnel Sub-Committee

Meeting to be arranged to iron out all the necessary details following on from the Internal Audit.

50. Flood Sub-Committee

Meeting to be arranged

51. Rep. to Village Hall

Joshua Beck from Itec has been in touch to talk about necessary BT cabling for Wifi in the village hall. He will be in touch again soon.

There are grants available that could help with the decorating required

52. Rep to J. Harding

Invoice for July has been submitted after the agenda was sent for payment see item

53. Bus Shelters

The 2 bus shelters have been added to the Dog Bins/Benches Sub Committee for Checking regularly

54. Highways.

Ideas were put forward to try and slow the traffic down through the village. The National speed limit sign is considered to be in the wrong place for effectiveness and should be further towards Point House passed the BT Garage. Signs with "Please Drive Slowly Through The Village" and "Reduce Your Speed Now" Letter drafted by the Clerk re: parking notices have been deferred until the September meeting to give the Council time to ask for a representative to come to the next meeting to discuss our options.

Letter has been drafted to send to Parishioners asking for their help regarding Keeping the village tidy. Personally deliver them to addresses

55. Planning

Appeals - Application 63966 - Whitemoor Bishops Tawton - a letter has been sent to the Planning Inspectorate together with existing representation previously sent in 2017

Application 66883 - Extension to dwelling to provide a garage at High Combe Venn Road - **APPROVED**

56. Financial Report

Accounts to 30th June 2019 were issued. The External Auditor (PKF Littlejohn) has responded with a Notification of Exemption status. There are several issues raised by the Internal Auditor (Julie Snooks) which have to be addressed; they consist of updating all the Parish policies, financial risk assessments, standing orders, GDPR etc. Creating and maintaining an Assets Register.

The New Clerk requires a proper job contract. Jacqui Johnson was appointed as the Parish Clerk on 28th January 2019 after job vacancy was advertised on the Bishops Tawton News facebook group page; Bishops Tawton Facebook group page & for two weeks in the Village News pages of the North Devon Journal. She has been issued with a Job Description.

A meeting date will be organised as soon as possible within the next few weeks to see to these issues.

The VAT from last year has been requested and a form sent hopefully returning nearly £2,500 we are awaiting a response.

Invoices were submitted for payment; J. Harding £220 **cheque 001136**; J. Johnson £44.99 **cheque 001137**; Play Inspection Company £114 **cheque 001138**

A government gateway id has been created to facilitate the Parish Council with Government agencies namely VAT126 and HMRC

57. Flood Scheme

An email from Jim Faux of the Environment Agency has been received stating that The Government invest in flood defences where the risk is the highest across the Country. And as part of this annual review Bishops Tawton is one of many projects That has been taken out of this period of funding to upgrade the flood defences And reduce the risk of flooding here. They are however going to keep the project Under review.

58. Correspondence Received

Letter from Devon & Somerset Fire & Rescue Service regarding the closure of Low risk/low activity fire stations

NPAS letter regarding proposed change of use from agricultural to occasional Functions parking at Riverbend. Will write back to them as considered too Expensive for Parish Council to undertake.

Email from Pete Leaver regarding rebuild valuations not being up to date with regards to insurance claims made on Village Hall policies. Information has already Been given to the Village Hall Group regarding this.

Paul Robinson has set up new email accounts for Parish Council users these will be sent around

Email from Ranald McGregor who has concerns regarding a stretch of the Tarka Trail that is overgrown.

59. Trees (S. Robinson)

At the Sawmills permission granted for some equipment to go into the playing Field to enable the hedge line to be cut to a manageable level

60. Churchyard Refurbishment

It has been looked at in the past and is considered quite expensive to do. Ultimately it is a decision for the Church to make

61. Items for next Agenda

Highways, Financial Reports, Policies, Assets List, Wi-Fi

62. Date of Next Meeting

Thursday 26th September 2019

Meeting closed at 9.05 pm