## LOXHORE PARISH COUNCIL MEETING

## www.loxhore.org.uk

## **Minutes**

Date: Thursday 4<sup>th</sup> January 2018

Venue: Loxhore Village Hall

Present: Mike Matthews {Chairman}

**David Smith** {Vice Chairman} {Councillor} Chris Bryars Carole Delve {Councillor} Julie Moir {Councillor} {ND Councillor} Malcolm Prowse Syd Delve {Treasurer} Mike Batson {Parishioner} Mike Bowden {Parishioner} Ray Comer {Parishioner}

Minuted by: Priscilla Gellatly {Clerk}

The Chairman opened the meeting at 18:00, welcoming all those present.

1. Apologies: There were no apologies.

2. Declarations of interest: There were none.

3. All councillors present agreed that the minutes of the previous meeting held on 16<sup>th</sup> November 2017 were a true and accurate record of that spoken and the Chairman signed accordingly.

| 4.0 | Action points from previous meeting dated 16 <sup>th</sup> November 2017   |        |
|-----|--|--------|
| 4.1 | 4.0 Local Needs Survey Following the Rural Alliance meeting held on 12 <sup>th</sup> December 2017 an application has been made for lottery funding and for funding from Jeremy Mann (Head of Environmental Health and Housing at NDC) in order to carry out the survey. | Open   |
| 4.2 | 5.1 Parish Clerk Priscilla Gellatly has offered to continue as temporary Parish Clerk until a new permanent replacement can be appointed.  | Closed |

| 4.3 | 5.3 Parish Grant and Precept 2018/19 The precept requested following the November meeting was £442.91 and this amount has been agreed by NDC. The Clerk will complete and return the form to accept this. MM stated that the Parish Council has sufficient funds to cover the reduced income from this smaller precept (it was £600 for the previous two years) and the reduction from £304 to £152 in the Parish Grant. The lower precept will mean that the Council Tax for a Band D property will reduce from £7.21 in 2017/18 to £5.20 in 2018/19.  DS stated that he had contacted Kate Johnson at NDC with regard to the TAP funding application. One of the requirements for getting the funding was that the Parish Council should have up-to-date Standing Orders. These are now in place (see §5.2) and the funding has been agreed. DS explained that the Parish Council can claim up to £170.50 to cover the ongoing costs of the Lengthsman (Jim Barr) but this can only be for the period 22.12.17 to 31.03.18. There is plenty of work to be done at this time of the year, clearing drains etc. so the funding will be very welcome.   | Closed   |
|-----|--|----------|
| 4.4 | 5.4 Planning Application 64005 Primrose Cottage, Loxhore MP stated that no decision has been made on this application but that a 106 agreement would form part of the conditions.  | Open     |
| 4.5 | 6.0 Treasurer's Report  MM gave an update about the promised provision of five years of completely free faster broadband to premises in Bratton Fleming (Village Hall, School and Sports Club) and in Loxhore (Village Hall, Katri Park and Methodist Chapel). He stated that he had asked CB to produce a report to itemise the work that Lineal Software Solutions Ltd. has completed thus far, set against the payments that Lineal has received from the Parish Council. He said that The Round House has been used as a 'staging post' instead of Katri Park. The Clerk's house has been connected. As the replacement Clerk will live at a different location, this property does not qualify for five years free service from the funds paid to Lineal, but the Clerk can claim for the monthly payments from the Parish Council Transparency Funding.  JM enquired whether the system could be extended to other properties, such as Oak Cottage and Little Silver in Lower Loxhore and to properties in Loxhore Cott. MM said that no additional people had contacted him when he explained what was possible a few years ago but he suggested that JM should ask Chris Harrington to send another reminder. The Connecting Devon and Somerset voucher scheme is no longer in operation so the work would need to be totally funded by any interested parties. If people from Loxhore Cott wanted the system, a repeater aerial would need to be installed on a suitable property, possibly on Arlington Lodge. This would need permission from the National Trust so MM will contact Anna Chylak, who manages the estate, to discuss this. | CB<br>JM |
| 4.6 | 7.0 Chairman's Business DS stated that he had reported the flooding to Devon Highways. They had had similar reports from other people and will take appropriate action. The regular flooding at Valley Cottage is probably caused by a collapsed drain, which would need substantial work to repair. Funds for this type of work are limited and MP suggested that DS should contact Andrea Davis to see what can be done. Mike Bowden spoke about the on-going subsidence of parts of the highway and about the potholes. The Parish Workforce has cold fill material for potholes but this cannot be used in the current weather conditions. DS will speak with Mike Bowden to establish the problem locations and then send in a report to Devon Highways.  | DS       |

| 5.0   | Matters arising from meeting dated 4 <sup>th</sup> January 2018  |        |
|---|--|--------|
| 5.0 Matters arising from meeting dated 4 <sup>th</sup> January 2018  5.1 County and District Council News MP spoke about the North Devon Local Plan. The public enquiry is reopening soon because the Inspector is not happy that North Devon and Torridge have sufficient housing in their 5-year plan. He said that this problem is not unique to Devon and that there are several authorities whose plans have not been accepted by the Inspectorate. In necessary to plan for the number of homes stipulated plus 10%. A figure had been agreed which was thought to comply with the Inspectorate's requirements but this appears not to be the case now. One problem is that because there is as yet no adopted local plan, developers apply for and are given planning permission for sites but then leanned them and no houses are actually constructed. This is often for financial reasons because they hope the value will increase over time. There are similar problems in run districts across the whole of Southern England. MP thought that it would have been better to have planned for one large development of about 3000 homes with the accompanying infrastructure (as has happened in Exeter) rather than many smaller developments. Additional sites will need to be found by North Devon and Torridge by MP was hopeful that by the time the second enquiry has ended there should be enough satisfy the 5-year housing supply requirements. He agreed to pass on details of the pure enquiry to Mike Bowden.  MP went on to speak about the new wards. Bratton Fleming stays chiefly as it is, with the addition of Kentisbury to make 10 parishes. It is still a one-member ward; this has advantages over wards with two or three members.  A car park strategy document is being worked on. |  | MP     |
|   | Democrat candidates taking over from the Conservatives. The Conservatives therefore no longer have an overall majority at NDC. MP feels that cross-party working is the best way to proceed but is a little sceptical as to whether this will happen. He thought that this lack of a majority could perhaps result in the Parish Grants not being completely scrapped.   | Closed |
| 5.2   | Standing Orders In 2002 Loxhore Parish Council adopted the NDC Standing Orders. However, these have apparently not been valid for the past 10 years. This had not been relevant to the workings of the PC until the TAP funding was applied for at the end of last year (see also §4.3). At this point it was necessary to update them (even though many other parishes appear not to have them). DALC sent MM a template and JM worked on this, removing unnecessary parts and those which were not mandatory, to reduce the size from 29 pages to 8 pages. JM was thanked for her work on this and her amendments were approved by the other Parish Councillors; the revised Standing Orders are now on the parish website. DS wondered whether, at the AGM, Parish Council Officers can be elected in their absence. This was discussed and the decision made that, so long as the nominated person has agreed to stand for the office, they can be elected in their absence. | Closed |
| 5.3   | Flood Risk Management An email was received from the Devon County Council Flood and Coastal Risk Management Team on 20 <sup>th</sup> December 2017 asking for information and photographs to be sent to them at <a href="mailto:floodrisk@devon.gov.uk">floodrisk@devon.gov.uk</a> when there is a flooding incident. Alerts will now be sent to the PC.   | Closed |

| 6.0 | Treasurer's report  |                        |          |        |
|-----|---|------------------------|----------|--------|
|     | The Treasurer submitted his report for the period 17.11.17 to 04.01.18                          |                        |          |        |
|     |   |                        |          |        |
|     | Bank balance at 17.11.17  |                        | 5507.25  |        |
|     | INCOME  |                        |          |        |
|     | NDC Parish Grant  | 0.00                   |          |        |
|     | NDC Precept   | 0.00                   |          |        |
|     | NDC Grant Assistance  | 0.00                   |          |        |
|     | HMRC VAT Refund   | 0.00                   |          |        |
|     | NDC Grant re. Broadband   | 0.00                   |          |        |
|     | DCC Highway Maintenance Funding   | 0.00                   |          |        |
|     | NDC Grant towards WiFi  | 0.00                   |          |        |
|     | NDC Grant towards with  | $\frac{0.00}{0.00}$    |          |        |
|     |   | 0.00                   | 5507.25  |        |
|     |   |                        | 2007.20  | ļ      |
|     | EXPENDITURE   |                        |          |        |
|     | DALC Subscription   | 0.00                   |          |        |
|     | Clerk's Expenses  | 0.00                   |          |        |
|     | Village Hall Maintenance Grant  | 104.00                 |          |        |
|     | PCC Burial Ground Grant   | 200.00                 |          |        |
|     | Snow Clearing   | 0.00                   |          |        |
|     | Highway Maintenance Fund - purchase tools   | 0.00                   |          |        |
|     | Transparency Code (Website etc.)  | 0.00                   |          |        |
|     | Lineal Software re. Broadband   | 0.00                   |          |        |
|     | John Lewis voucher  | 50.00                  |          |        |
|     |   | 354.00                 |          |        |
|     |   | 35 1.00                | 5153.25  |        |
|     |   |                        |          |        |
|     | RING-FENCED   |                        |          |        |
|     | P3 fund   | 186.00                 |          |        |
|     | Transparency Code Fund  | 498.35                 |          |        |
|     | Parish Maintenance Fund   | 198.00                 |          |        |
|     | Highway Maintenance Fund  | 3021.66                |          |        |
|     |   | 3904.01                |          |        |
|     | ,   |                        | 1240.24  | C1 1   |
|     | Leaves  |                        | 1249.24  | Closed |
| 7.0 | Chairman's Business   |                        |          |        |
| 7.1 | Western Power Distribution  |                        |          |        |
|     | Following an email from Western Power on 28 <sup>th</sup> December 2017 the Parish Council will |                        |          |        |
|     | now be a Stakeholder in Western Power. It will now get a newsletter with information of         |                        |          |        |
|     | all works in the local area and will be invited to events and workshops.                        |                        |          | Closed |
|     |   |                        |          | 2.0004 |
| 8.0 | Next meeting  |                        |          |        |
|     | The Chairman closed the meeting at 19:05, thanking everyone for attending. The next             |                        |          | G1 1   |
|     | meeting will be held on Thursday 1 <sup>st</sup> March 2018                                     | at 18:00 in the Villag | ge Hall. | Closed |
|     |   |                        |          |        |

| Minutes approved by Chairman Da | te |
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