

# LOXHORE PARISH COUNCIL MEETING

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## Minutes

Date: Thursday 7<sup>th</sup> July 2022

Venue: Loxhore Village Hall

Present: Jane Vanstone {Chair}  
Mike Young {Vice Chair and Clerk}  
Carole Delve {Councillor}  
Andrea Davis {County Councillor}  
Ray Comer {Parishioner}  
Syd Delve {Parishioner}

Minutes taken by: Mike Young {Clerk}

The Chair opened the meeting at 18:30

1. Apologies: Apologies received from Chris Bryars, Suzanne Smith and Malcolm Prowse.
2. Declarations of interest: None
3. All councillors agreed that the minutes of the AGM held on 5<sup>th</sup> May 2022 were a true and accurate record of that spoken and written. The Chair signed accordingly.
4. All councillors agreed that the minutes of the previous meeting held on 5<sup>th</sup> May 2022 were a true and accurate record of that spoken and written. The Chair signed accordingly.

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|-----|--|--|
| 5.0 | <b><u>Action points from previous meeting dated 3<sup>rd</sup> Mar 2022</u></b>  |  |
| 5.1 | <p>JV mentioned that she has been made aware of a possible old footpath near the church that might be resurrected. She is waiting for the old maps to be presented and will report back to council. She has also been informed of discourteous bike behaviour on one bridleway where it crosses a farm yard. This will be monitored. (July 2021) DCC have not yet held the meeting above, JV will chase them again re meeting and extra signpost facias as not enough were sent. CB has yet to contact Mike Matthews but will do so. JV has had nothing further on old footpath nor the bikers. (2 Sept 2021) JV keeps trying to contact P3 at DCC but never gets a response. She will keep trying. CB contacted Mike Matthews who will look to installing a hedge as suggested. (Oct 2021) JV met with Ros Davis (P3 coordinator) and Simon Houghton last Thursday and walked several rights of way (byways 32, 31, bottom end of 33, footpath 8 from 31 to Hill Lane &amp; 9) and discussed their ongoing maintenance / management.</p> <ol style="list-style-type: none"><li>1. Byway (31) between Lower Loxhore and four cross way, this is suffering with gullying in the middle section due to runoff from fields during high rainfall events.</li></ol> |  |

|   |   |   |              |                 |                       |          |          |  |
|---|---|---|--------------|-----------------|-----------------------|----------|----------|--|
|   | <p>It appears these are more common during winter than has previously been the case, the plan is to reduce the speed of the water so that it can carry less load. It is proposed that concrete sleepers will be set into the surface of the lane every 30m or so, the material should build up behind the sleepers and not progress down the lane making big piles of material at the bottom. We can also get some grading work done by a special agitating and compacting machine known colloquially as the Angry Minion. Simon will get quotes from a contractor and we can apply for the funding from P3 for a grant, work to be done next summer 2022.</p> <p>2. Footpath 9, this path has been unpassable for some years (at least 6), it needs a new signpost at the top end, and at the bottom, a replacement gate, and a sleeper bridge to ford the stream. The idea of moving the bottom end of the path to the area near the dam was immediately dismissed as it would require a legal diversion of the footpath which is more expensive and time consuming than the bridge building. Simon will get quotes from a contractor and we can apply for the funding from P3 for a grant, work to be done next summer 2022.</p> <p>3. footpath 8 I have been asked by several parishioners about dog gates on this route, these would benefit pedestrians as well as dogs as the styles are quite challenging through the fields. This reduces the paths usability and reduces access to the route. P3 will cover the cost of the gates but we would need funding for a contractor and possibly a couple of simple steps. This is on the wish list for the following year 2023. (Jan 2022) JV has walked about half of the footpaths for the annual survey. (March 2022) JV meeting County P3 next Friday to walk path #8.</p> <p>(May 2022) JV reported that byway 31(item 1 above) will now hopefully be scheduled in 2023. Footpath 9 (item 2 above) The contractor coming late summer 2022. Footpath 8 (Item 3 above) JV applying for P3 funding next FY.</p> <p>(July 2022) JV reported that the money allocated from P3 for footpath 8 was less than that applied for and the shortfall is about £150. Council agreed to fund that and asked JV to arrange for the contractor to proceed. (This shortfall is the VAT which we will reclaim when we get the invoice.) JV also stated that the old maps regarding the old footpath were submitted to P3 for consideration. They advised it can take several months to respond due to research required in archives. CD reported that the bridleway 6 bordering Messrs Gordon, May and Loosemore's properties is very overgrown and almost impassable. Councillor Davies confirmed that it is the landowner's responsibility to keep byways, bridleways and footpaths clear and they can be cut despite the nesting season restrictions. Clerk to send reminder out on Loxhore news email.</p> | JV<br>MY                                      |              |                 |                       |          |          |  |
| 6.0   | <b><u>Matters arising from meeting dated 5<sup>th</sup> May 2022</u></b>  |   |              |                 |                       |          |          |  |
| 6.1   | County Council News. AD briefed that DCC are predicting a shortfall in budget of C £40M. This is predicted on inflation and fuel costs etc. They will have to make sweeping cuts as the Council must balance its budget by law. The greater percentage of the spend is the large increase funding children's needs. Full report at Annex  | Closed  |              |                 |                       |          |          |  |
| 6.2   | District Council News. No update  | Closed  |              |                 |                       |          |          |  |
| 7.0   | <b><u>Finance</u></b>   |   |              |                 |                       |          |          |  |
| 7.1   | <table border="0" style="width: 100%;"> <tr> <td style="width: 40%;"><b>Treasurers Report 01/04/22 to 07/07/22</b></td> <td style="width: 20%;">Year to Date</td> <td style="width: 40%;">FY Year 2021/22</td> </tr> <tr> <td>Bank balance 01.04.22</td> <td style="text-align: right;">6,630.55</td> <td style="text-align: right;">7,139.09</td> </tr> </table>   | <b>Treasurers Report 01/04/22 to 07/07/22</b> | Year to Date | FY Year 2021/22 | Bank balance 01.04.22 | 6,630.55 | 7,139.09 |  |
| <b>Treasurers Report 01/04/22 to 07/07/22</b> | Year to Date  | FY Year 2021/22                               |              |                 |                       |          |          |  |
| Bank balance 01.04.22                         | 6,630.55  | 7,139.09                                      |              |                 |                       |          |          |  |

|     |  |                  |                  |                 |
|-----|--|------------------|------------------|-----------------|
|     | <b>INCOME</b>  |                  |                  |                 |
|     | N.D.D.C. - Precept   | 425.00           | 850.00           |                 |
|     | HMRC - VAT refund  | 112.16           | 50.66            |                 |
|     | Devon C.C. - P3 Partnership  | 0.00             | 0.00             |                 |
|     | Devon C.C. - Grant for insurance   | 0.00             | 0.00             |                 |
|     | N.D.D.C. - Community Support Group   | <u>0.00</u>      | <u>0.00</u>      |                 |
|     |  |                  | <u>537.16</u>    | <u>900.66</u>   |
|     |  |                  | 7,167.71         | 8,039.75        |
|     | <b>EXPENDITURE</b>   |                  |                  |                 |
|     | DALC subscription  | 49.99            | 49.00            |                 |
|     | Clerk's expenses   | 0.00             | 372.84           |                 |
|     | Insurance  | 0.00             | 173.39           |                 |
|     | Village Hall - Maintenance grant   | 0.00             | 0.00             |                 |
|     | B. Gould - upkeep of Parish Burial Ground  | 400.00           | 0.00             |                 |
|     | Devon CPRE   | 0.00             | 60.00            |                 |
|     | Barnstaple Records Office  | 0.00             | 50.00            |                 |
|     | Citizens Advice  | 0.00             | 50.00            |                 |
|     | Highway Maintenance Fund   | 0.00             | 25.83            |                 |
|     | P3 Footpath maintenance  | 0.00             | 500.00           |                 |
|     | Community Support Group  | 0.00             | 0.00             |                 |
|     | Sundry Expenses  | 0.00             | 15.98            |                 |
|     | Vat Paid   | <u>7.13</u>      | <u>112.16</u>    |                 |
|     |  |                  | <u>457.12</u>    | <u>1,409.20</u> |
|     |  |                  | <u>6,710.59</u>  | <u>6,630.55</u> |
|     | <b>Allocated:</b>  |                  |                  |                 |
|     | P3 money   | 575.71           | 575.71           |                 |
|     | Transparency Code Funding  | 438.36           | 438.36           |                 |
|     | Parish maintenance fund  | 509.00           | 509.00           |                 |
|     | Highway maintenance fund   | 2,786.55         | 2,812.38         |                 |
|     | Loxhore Community Support Group  | <u>362.60</u>    | <u>382.60</u>    |                 |
|     |  | 4,672.22         | 4,718.05         |                 |
|     | <b>Non-Ring-fenced Funds</b>   | <u>2,038.37</u>  | <u>1,912.50</u>  |                 |
|     | Parish Council Funds   | <u>6,710.59</u>  | <u>6,630.55</u>  |                 |
|     | Balance per Bank Account   | <u>£6,710.59</u> | <u>£6,630.55</u> |                 |
|     | VAT recoverable - year to 31 March 2023  | <u>£ 7.13</u>    |                  | Closed          |
| 8.0 | <b><u>Chair's Business</u></b>   |                  |                  |                 |
| 8.1 | The Council wishes to record the death of Michael Batson on 23 <sup>rd</sup> June 2022. Michael was a stalwart supporter of the Parish Council Meetings and attended whenever possible. Council extends its collective condolences to Janet and Trevor Batson on the loss of Michael so soon after their Mum, Ivy and will miss Michael at our meetings. |                  |                  | Closed          |
| 8.2 | The Council also wishes to record the death of Di Webber on 3 <sup>rd</sup> July. Di was a previous Parish   |                  |                  |                 |

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|     | Councillor and had resigned due to the prolonged treatment she knew she would be undertaking. She had fought that well and had been doing well. We extend our condolences to Walter and family.  | Closed        |
| 8.3 | Freedom of Information template. There is a requirement for the Parish Council to promulgate a document stating availability and location of documents for the public to see. Councillors reviewed, discussed and agreed to adopt the data in the presented template. The Clerk is to promulgate the completed template and annex on the parish website. | MY then Close |
| 9.0 | <b><u>Next meeting</u></b><br>The Chair closed the meeting at 19:05, thanking everyone for attending. The next meeting will be held on Thursday 1st September 2022.  | Closed        |

Minutes approved by Chair.....Jane Vanstone..... Date ...1 September 2022