

LOXHORE PARISH COUNCIL MEETING

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Minutes

Date: Thursday 3rd November 2022

Venue: Loxhore Village Hall

Present: Jane Vanstone {Chair}
Mike Young {Vice Chair and Clerk}
Carole Delve {Councillor}
Chris Bryars {Councillor}
Suzanne Smith {Councillor}
Andrea Davis {County Councillor}
Malcolm Prowse {District Councillor}
Ray Comer {Parishioner}
Syd Delve {Parishioner}

Minutes taken by: Mike Young {Clerk}

The Chair opened the meeting at 18:30

1. Apologies: Nil received.
2. Declarations of interest: None
3. All councillors agreed that the minutes of the previous meeting held on 1st September 2022 were a true and accurate record of that spoken and written. The Chair signed accordingly.

4.0	<u>Action points from previous meeting dated 1st September 2022</u>	
4.1	<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 & 9) and discussed their ongoing maintenance / management.</p> <p>1. Byway (31) between Lower Loxhore and four cross way, this is suffering with</p>	

	<p>gulying in the middle section due to runoff from fields during high rainfall events. 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.</p> <p>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. (Sept 2022) MY sent reminder out via Loxhore e-news in July. JV reported that Pathway 8 has had four new dog friendly gates installed. She was told by the contractor that the invoice would be about £1,000.00. RFO and JV to investigate the estimate and amount that Devon CC P3 paid us as there is a large difference. The contractor responded that costs had risen and there was nothing he could do. County P3 hope to be able to further assist us out of next year's budget. We have had to pay in the immediate term. The fault is that the contractor, if his costs are going to be much higher than estimated, should revise his estimate and seek re-approval for the work before going ahead. This could potentially have put the Parish Council inadvertently into debt which is against the law. Clerk to write to DCC P3 accordingly. Clerk wrote following the meeting.</p>	<p>Closed</p> <p>JV</p> <p>Closed</p>
5.0	<u>Matters arising from meeting dated 1st September 2022</u>	
5.1	County Council News. Councillor Davis report at Annex A	Closed

5.2	District Council News. Dire Financial news from Councillor Prowse. Following the local government pay settlement and the massive rises in fuel and other costs the budget is now approximately £2M in deficit. This has to be filled by the end of the year. Thus, expect charges to rise, Car Parking has not increased for several years and green bins and other services will cost more. The Barnstaple leisure centre however is a huge success and the Ilfracombe water sports centre is nearly completed and is also a success. MP also reported that there are 6 new tenants at the Council owned Green Lanes shopping mall who are all local businesses.		Closed
6.0	Finance		
6.1	Report 01/04/22 to 03/11/22	Year to Date	to 31 March 2022
	Bank balance 01.04.22	6,630.55	7,139.09
	INCOME		
	N.D.D.C. - Precept	850.00	850.00
	HMRC - VAT refund	112.16	50.66
	Devon C.C. - P3 Partnership	300.00	0.00
	Devon C.C. - Grant for insurance	0.00	0.00
	N.D.D.C. - Community Support Group	0.00	0.00
		<u>1,262.16</u>	<u>900.66</u>
		<u>7,892.71</u>	<u>8,039.75</u>
	EXPENDITURE		
	DALC subscription	49.99	49.00
	Clerk's expenses	80.60	372.84
	Insurance	0.00	173.39
	Village Hall - Maintenance grant	150.00	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	1,506.00	500.00
	Community Support Group	0.00	0.00
	Sundry Expenses	0.00	15.98
	Vat Paid	308.33	112.16
		<u>2,494.92</u>	<u>1,409.20</u>
		<u>5,397.79</u>	<u>6,630.55</u>
	Allocated:		
	P3 money	0.00	575.71
	Transparency Code Funding	0.00	438.36
	Parish maintenance fund	0.00	509.00
	Highway maintenance fund	2,786.55	2,812.38
	Loxhore Community Support Group	362.60	382.60
		<u>3,149.15</u>	<u>4,718.05</u>
	Non Ring-fenced Funds	<u>2,248.64</u>	<u>1,912.50</u>

	Parish Council Funds	<u>5,397.79</u>	<u>6,630.55</u>	
	Balance per Bank Account	<u>£5,397.79</u>	<u>£6,630.55</u>	
	VAT recoverable - year to 31 March 2023	<u>£ 308.33</u>		Closed
6.2	MY asked about the Transparency Code and Parish Maintenance funds on behalf of the RFO. They have been on the books for a number of years. MP advised that the Transparency code funds were allocated to fund work on the requirement to publish transparency and as we have done that the funds can be absorbed. Similarly, the Parish maintenance should be used for grants in the Parish such as the open burial ground and village hall. They can be absorbed into the general fund. (Nov 22) This has been done as per accounts in 6.1			Closed
6.3	RFO asked Council and MP about the Loxhore Community Support Group funds and their disposition. As the grant had been made it cannot be returned and as the group does not need more funds the balance will be absorbed into the general funds and used to support the parish.			CB
7.0	<u>Chair's Business</u>			
7.1	The South West Heritage Trust is currently seeking funding again so that they can continue to offer an archive service for northern Devon at the North Devon Record Office in Barnstaple during the financial year 2023-24. Councillors discussed and voted in favour of a £50 donation as per last year to help keep the facility local. RFO will send cheque.			Closed
7.2	MY raised the question about continuing with membership of CPRE prior to the expected renewal notice. Councillors agreed to continue membership to support the organisation as they do work hard to protect the countryside.			Closed
7.3	MY had received an offer for free labour assistance to Parish Councillors from the local rehabilitation officer of HM prison and Probation Service. Councillors thought this was an excellent initiative and MY was asked to communicate our need for assistance in drain and road passing place clearance and also another dog gate where footpath 8 joins Hill lane. Post meeting MY wrote accordingly and connected the liaison officer with JV and CD. In parallel MY was asked to write to the editor of Loxhore eNews requesting parishioners to clear drains of leaves near their house and when out walking. MY did so after the meeting			JV CD
7.4	Mr Comer mentioned that the bridge at Loxhore Cott has lost its top layer of stones into the river and that the second layer is also starting to follow! He asked if the Parish Council could help get it repaired. CD stated that this sort of request should be initiated using the County Road portal which is to be used for potholes and other matters. RC will do this and others are urged to also go on line and add their weight.			Closed
8.0	<u>Next meeting</u> The Chair closed the meeting at 19:10, thanking everyone for attending. The next meeting will be held on Thursday 5 th January 2023.			Closed

Minutes approved by Chair.....Jane Vanstone..... Date ...5th January 2023