LOXHORE PARISH COUNCIL MEETING

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Minutes

Date: Thursday 7th November 2024

Venue: Loxhore Village Hall

Present:

Jane Vanstone	{Chair}
Mike Young	{Vice Chair}
Suzie Smith	{Councillor}
Liz Murphy	{Councillor}
Andrea Davis	{Councillor DCC}
Carole Delve	{Parishioner}
Ray Comer	{Parishioner}
Maria Collett	{Parish Clerk}

Minutes taken by: Maria Collett {Clerk}

The Chair opened the meeting at 18:30.

1. Apologies: Rachel Kilham & Lynne Challacombe

2. Declarations of interest: None

3. All councillors agreed that the minutes of the previous meeting 5th September 2024 were a true and accurate record of that spoken and written. The Chair signed accordingly.

4.0	**Action points from previous meeting dated 7th November 2024**	
4.1	1. Byway (31) between Lower Loxhore and four cross ways, work not complete. Will be updated following next survey. (May 2024 4.1) JV reported that this was on hold. JV is waiting on a response from a contact regarding the repairs. New steps from Mill Lane should be completed this week. (July 2024 4.1) No update, JV is trying to source a contractor for installing the two new signposts. (Sept 2024 4.1) JV reported that Phil Delve will complete the work by the end of October. (Nov 2024 4.1) JV reported that the remedial work has been done and she has 4 finger posts to be installed.	JV
4.2	(Jan 2023 7.3) Devon County Council is working hard on developing the county's sustainability Initiative and this will flow down to Parishes. Barbara Venn and Penny Smith have taken the reins of the Emergency Planning Committee for Loxhore. (May 2024 4.2) MC reported that a further meeting has been held, with actions distributed to the team. It was agreed that the Emergency Booklet (once complete) would be published on the parish website, the team were unsure what to do about new residents having access to the booklet in hard copy, when homes change ownership. CD said the booklet could be added to the welcome pack distributed to new residents. MC to provide the booklet to CD when complete. (July 2024	

	4.2) Next meeting of the Emergency Planning Committee is scheduled for the end of August. Penny Smith will be the lead on this going forward. Booklet to be completed by the committee and distributed. (Sept 2024 4.2) MV reported that the August meeting had been postponed, new meeting date of September 20th. (Nov 2024 4.2) MY reported that that a meeting had been held but attendance was low. MC to change the telephone number on the booklet so it can be printed and distributed.	MC
4.3	(Sept 2023 4.3) JV asked about the status of the plastic fencing that has replaced the damaged Heras fencing which is now engulfed by vegetation. AD reported that she would need to look into it and report back. MC to ask AD if there is an update. (Mar 2024 4.3) MC emailed AD for an update. AD (present at the meeting) was asked why the Heras fencing was replaced with the plastic fencing on 11th of July 2023 if no work was being carried out. AD will speak with the team and provide an answer. (May 2024 4.3) No update on the Heras fencing from AD, hold to next meeting. (July 2024 4.3) AD thought she had sent a response to the Clerk by email, but nothing has been received, AD to resend email on update. (Sept 2024 4.3) Update received from AD, an instruction has been made for the fence to be removed in the next month. (Nov 2024 4.3) AD provided an update that the fencing has been replaced with new and will be left to prevent target fixation (health & safety concern). Funding will be requested for the wall repair in FY 26/27.	Closed
4.4	Change to website/email address. (July 2024 7.1) MC outlined the reasons and options for changing the Loxhore Parish Council website and email address to a .gov.uk domain using the Approved Registrars scheme. Agreed to investigate further, MC to register interest and discuss with Sarah Brocklehurst when more information has been obtained. (Sept 2024 4.6) MC has registered interest and will be attending an information session in September. (Nov 2024 4.4) MC unable to attend a session in September, rescheduled. Update to be provided at next meeting.	MC
4.5	MY asked if there is a plan for the pothole near to the SWW station to be repaired. CD reported that this is outside of the boundary and on the main road, so could not be repaired by the parish team. CD to report to AD for repair (AD had left the meeting at this poi nt). (Sept 2024 4.7) RK has now taken over the responsibility for potholes and will report this on the potholes website. (Nov 2024 4.5) Not repaired yet. RK to send reference number to AD for chasing up. MY asked AD for an update on the potholes between Barnstaple and Snapper. These are scheduled to be repaired, AD will chase up.	RK

5.0	**Matters arising from meeting dated 7th of November 2024**	
5.1	County Council News. See report attached Annex A	
5.2	District Council News. No update.	
6.0	**Finance**	

6.1

Treasurers Report 01/04/24 to 07/11/2024	Year to Date		Year to 31 March 2024	
Bank balance 01.04.24		6,133.45		4,914.80
INCOME				
N.D.D.C. - Precept	1,000.00		850.00	
HMRC - VAT refund	0.00		308.33	
Devon C.C. - P3 Partnership	0.00		1,220.00	
Devon C.C. - DCRF Grant	71.88		176.38	
N.D.D.C. - Community Support Group	0.00		0.00	
		1,071.88		2,554.71
		7,205.33		7,469.51
EXPENDITURE				

	DALC subscription	116.29		75.00		
	Clerk's expenses	138.00		213.31		
	Insurance	0.00		176.96		
	Village Hall - Maintenance grant	150.00		150.00		
	B. Gould - upkeep of Parish Burial Ground	200.00		200.00		
	Devon CPRE	0.00		0.00		
	ND Ring & Ride	0.00		25.00		
	Barnstaple Records Office	0.00		50.00		
	Citizens Advice	0.00		50.00		
	Highway Maintenance Fund	0.00		0.00		
	P3 Footpath maintenance	299.00		0.00		
	Community Support Group	0.00		0.00		
	Sundry Expenses	31.97		384.08		
	Vat Paid	0.00		11.71		
			935.26		1,336.06	
			6,270.07		6,133.45	
	Allocated:					
	P3 money		921.00		1,220.00	
	Transparency Code Funding		0.00		0.00	
	Parish maintenance fund		0.00		0.00	
	Highway maintenance fund		2,786.55		2,786.55	
	Loxhore Community Support Group		362.60		362.60	
	Loxhore Emergency Planning		432.21		184.60	
			4,502.36		4,553.75	
	Non Ring-fenced Funds		1,767.71		1,579.70	
	Parish Council Funds		6,270.07		6,133.45	
	Balance per Bank Account		£6,270.07		£6,133.45	
	VAT recoverable - year to 31 March 2025				11.71	
	Second part of precept payment received. Precept for 2025/26 – proposed and agreed to remain the same as 2024/25. MC to respond and submit form.					MC
7.0	**Chair's Business**					
7.1	South West Heritage Trust have requested a donation for 2025/26. Proposed and agreed to donate £50. MC to send details to SS for donation to be made.					MC
7.2	Reminder for upcoming Parish Forum if Councillors to attend.					Closed
7.3	Consultation on Proxy Meetings sent to all Councillors. All agreed that this would be a improvement. Respond by December.					MC
7.4	MY requested that an update is sought on planning enforcement 13692 as no further information has been received. MC to chase up.					MC
7.5	RC asked if road closures for BT Openreach had been communicated ahead of work. MY expected the closure was to fibre cables. There will also be a closure in Lower Loxhore at some point for a week, for the removal of redundant poles. MY recommended using https://one.network/ for all					

	road closure information as it is a single source of information regarding road closures, especially those which aren't often communicated by the companies carrying out the work.	Closed
7.6	MY reported that RK has not be updated on the North Devon Democracy pages on the website. MC to contact to request RK to be added.	MC
7.7	MY requested that the properties and elector numbers for Loxhore are updated on the parish website.	MC
7.8	CD reported that one of the strimmers in the shed is not working. The meeting discussed if the strimmer should be repaired as there are two others that are both operational. JV and CD to investigate getting the faulty strimmer repaired to determine if it is worth keeping or selling.	JV
8.0	**Next meeting** The Chair closed the meeting at 19:10, thanking everyone for attending. The next meeting will be held on Thursday 2nd January 2025 at 1830 in the village hall.	Closed

Minutes approved by Chair…… Date ……