

**MINUTES OF THE PARISH COUNCIL MEETING
OF BUCKLAND BREWER PARISH COUNCIL HELD ON
WEDNESDAY 13th APRIL 2016 AT 8:00 AT
BUCKLAND BREWER SCHOOL**

Members Present: Mrs Barbara Babb, Miss Rosie Beer, Mrs Maris Douglas, Mr Andrew Hewitt, Mr George Heywood, Mr Jim Lowe, Mr Trevor Mills and Mr David Watson.

Also in attendance 6 members of the public and Cllr Robin Julian

Parish Clerk: Patrick Blossie

KEY: Actions are shown in bold blue type Decisions are shown in bold red type

242. **Apologies for Absence** Shirley Tilley, Cllr Alison Boyle and PCSO Liz Rendle

243. **Minutes of the Meetings of the Parish Council held on 23rd March 2016:** The minutes of the meeting held on 23rd March 2016 were confirmed and signed.

244. **Declarations of Interest** None

245. **Public Participation** None

246. **Report by Lyn Layton on Queen's Birthday event arrangements** Lyn invited Trevor Mills to open the event on 21st April 2016 to which he agreed. Arrangements are progressing quite well and Lyn thanked everyone for the enormous help and support she had received. Everyone approached has agreed to help: a real community effort. The main focus will be the lighting of the beacon at the end of the evening. Andrew Hewitt has refurbished the beacon. The is linked in to the national celebrations. The Queen will be lighting the first official beacon at 8:30, but ours will be lit at about 8:15. A message of support from the Prince of Wales had been received. Lyn is funding the expenses and will seek reimbursement later – plus about £80 for Jane Lowe for the cost of fireworks, for which members approved the payment. The event will start 5:30 and the evening will include a barbecue, licenced bar, children's activities, and a 'Royal Bake Off', which Lyn hoped would attract entries from some children. The firework display will be shortly before the beacon is lit.

Jim Lowe said that the road closure notice for the June street party has been done.

247. **Clerk's Report:**

- a. **Correspondence:** The Clerk had distributed 25 items of correspondence by email since the last meeting. These included a letter of thanks from the Playing Field Association for their grant award, and a DALC newsletter reporting that the S.137 limit for 2016/17 had been set at £7.42 per elector, which is equivalent to £4,845.26 per year. Jim Lowe said that the Countryside Awareness session had not included a time for the event. He also said that he was disappointed that the NEW Devon CCG events were always held during the day and therefore excluded everyone who works at that time.

- b. **Formal Complaint by Cllr Robin Julian:** A formal complaint had been received from Cllr Robin Julian following some remarks made by one of the councillors at the last parish council meeting. It had been referred to the Chairman who had written a letter saying that the Parish Council had not acted in accordance with its Code of Conduct. George Heywood, Jim Lowe and Barbara Babb felt that an apology was unnecessary.
- c. **Audit Arrangements:** A date had been set for this year's internal audit, which will take place on 7th June 2016. The annual return must be submitted to the external auditor by 10th June and the council will be meeting on 8th June. The Clerk will prepare a draft set of annual accounts for the May meeting with a view to getting the audited return signed by the Chair on 8th June so that it can be posted on 9th June 2016.

248. North Devon Record Office: Members noted that Barnstaple Town Council had secured funding to keep the Record Office running for the next 3 years. George Heywood felt that Buckland Brewer's contribution of £200 per year was more than most other parishes. David Watson pointed out that there is a number of organisations in the parish that have records lodged there.

249. CPRE 'Our Outdoors' Competition 2016 (previously 'Best Kept Village'): An invitation had been received to take part in the CPRE's new competition, which is replacing the old 'Best Kept Village' competition. 'Our Outdoors' has a slightly wider remit than the previous competition. **Members agreed unanimously not to take part in the competition.**

250. Review of Parish Plan/Emergency Plan:

- a. **Progress report from Working Group** Jim Lowe will be publishing an updated list of contacts in Village Scene. A more comprehensive revision of the plan will take place later and will include the Settlement Plan.
- b. **Grant applications for flood and community resilience schemes** No response yet
- c. **Community Helipad/DAAT** Toby Russell had surveyed two sites, the playing field and the new amenity field. They would prefer the amenity field as it is more central and has a clearer landing area. It would cost £5,000 or more for the lighting etc. Work would not be starting before September 2016. A community meeting in the village hall will take place on 15th June at 7:30pm. The scheme will only get off the ground if the community is interested in organising fundraising. The WI has already expressed an interest in taking a part in the scheme and indications are that there is a lot of interest locally. Jim Lowe will probably facilitate the meeting. One parishioner had to use the service recently when he had a heart attack.

251. Fields and Allotments:

- a. **Blackhorse Fields: Invitations to Tender** The Clerk reported that he had issued tender documents to seven applicants on 20th March. Tenderers had been asked to submit their bid, together with an explanation of what they intended to do with the field and how they would mitigate any risks by noon on 12th April 2016. Four tenders had been received and these will be discussed as a Part II item at the end of the meeting.
- b. **Fencing Works:** In relation to Blackhorse Fields, this was deferred pending a decision about the tenders received. Fencing of the amenity and school playing fields are dependent upon the Parish Council acquiring ownership.
- c. **Thornhillhead Mast:** There had been no progress yet. The Clerk had referred the matter to Hicks and Co. some weeks ago but they had not yet taken any action despite a number of emails from Arqiva.

George Heywood will contact Bob Hicks in person and will also remind him that the Clerk is waiting for an updated graziers list.

- d. **School Field:** Buckland Brewer School had proposed a meeting at 10:00am on 27th April 2016 to discuss their use of the school field and had invited representatives from the Parish Council and the Village Hall. Trevor Mills felt that the Village Hall did not need to get involved. Jim Lowe said that the Council should not be taking part in any consultation before it owned the land. **The Clerk will try to attend the meeting in order to provide feedback**
- e. **S106 Agreement:** The Clerk had attempted to organise a meeting with Torridge Planners and other interested parties to get the S106 agreement signed off but despite involving Councillors Whitaker and Morrish, there had been no response so far. **Trevor Mills was asked to arrange a meeting with Planning.**

252. Members' Reports

Barbara Babb: Post office van: The Clerk had not yet been able to contact the right person at the Post Office about moving the van. It seems that the cable is not long enough to reach the power supply at present. **The Clerk will write to the Post Office to say that it is a hazard.**

Barbara also presented the Council with £63 on behalf of the Community Shop. It represented the profits from the Easter Draw, which the Shop wished to be used for the maintenance of the defibrillator. **It had been suggested that another defibrillator training session should be held and the Clerk will contact Julia Landolfi to see if she is available.**

Marie Douglas: Road Past Bromells Farm: Marie said that 1/3 of the width of road and so badly damaged that vehicles have to avoid it She has reported it on the DCC website and will try again with photos.

Andrew Hewitt

- i) **County Committee meeting on Devolution:** DALC want to know what the Parishes want.
- ii) **Highways Conference:** DCC has changed the way of looking at the Road Warden Scheme. Victor Gough is looking at it. They are altering the way Chapter 8 training is to be done, with no limitations on how much or little anyone can do. No potholes at have been filled yet. Andrew distributed papers. (send a copy to George Schofield)
- iii) **Complaint about a parish field:** Andrew said that there had been a lack of maintenance of hedges in one of the fields leased to a tenant and stock had broken out. Andrew provided photographs. **Trevor Mills will write a letter to the tenant, Terry Nicholls.**

George Heywood

- i) **Bus times:** George asked if all bus times could be advertised in Village Scene
- ii) **Craneham Hill potholes and Monkleggh Mill Lane flooding: The Clerk will report these.**
- iii) **Snow clearance for coming year. To be added to next agenda**

Jim Lowe

- i) **No bus Easter Monday:** Jim had asked about future bank holiday bus services and was told there not be any so there will only be one bus during those weeks. He felt this was not satisfactory and asked Cllr. Julian if there was anything he could do about it. Cllr Julian said Devon County had cut the funding and are only providing buses on profitable routes. He suggested talking to Torridge Voluntary Cars which he will do. They charge £8.00 per car into Bideford. Jim Lowe will ask again and if the funding can be diverted.
- ii) **The minutes not on the notice board:** Jim asked if the minutes were being displayed on the notice boards. Andrew Hewitt said that they were too long and there was not enough space for them together with other meeting and road closure notices.

253. Charitable Trust

George Heywood said that setting up a charitable trust had proved more complex than he thought and that it would meet his original intention if £15,000 were to be donated directly to the Playing Field Association. He would like the remaining £5,000 to be earmarked for the new amenity field to bring it up to the standard

necessary for it to be used by the community for recreation. **These suggestions were put forward as a proposal by Andrew Hewitt, seconded by Dave Watson and agreed unanimously.**

254. Accounts:

i) Bank balances:

- Parish Council Current Account was £4,109.48 as at 31st March 2016
- Thornhillhead Moor Account was £12,137.25 as at 29th February 2016
- Savings Account was £33,004.37 as at 29th February 2016

ii) Payments due (£1,132.49 + VAT)

- Parish Clerk's salary, expenses and associated PAYE (February and March): £808.78 includes reimbursement of expenses of £183.72 for defibrillator pads, cables and adapters for the laptop and postage for tender, allotment rent and field rent letters)
- TTVS, annual subscription: £25.00
- Jane Lowe: Fireworks for Queen's Birthday Beacon Event - £79.94
- DALC: Annual subscription - £156.77 + VAT
- DALC: Highways Conference Fee - £45.00 + VAT
- Buckland Brewer Village Hall, Hall Hire - £17.00

iii) Receipts (£1,645.00)

- Field Rents: £1,105.00
- Allotment Rents: £115.00
- Allotment Deposits: £425.00

Date of Next Meeting:

Parish Council: Wednesday 11th May 2016 (Buckland Brewer School, 8:00pm)

Annual Parish Meeting: Wednesday 18th May 2016 (Buckland Brewer Village Hall, 8:00pm)

Chairman: **Date:**

Part II

255. **Blackhorse Fields Tender Evaluation:** The Clerk displayed a report of the tender process and the four tenders received. Following a detailed discussion, it was agreed that the lease should be offered to Phil Slocombe, on behalf of his son James at a rent of £350 for making hay/silage in the summer months and to graze store lambs in the winter. James will trim hedges and hopes to plough and reseed the fields in 2017. **Trevor Mills will discuss the arrangements with Phil Slocombe before finalising the offer.**