

SUTCOMBE PARISH COUNCIL

Minutes of Sutcombe Parish Council Annual General Meeting held at Sutcombe Parish Memorial Hall, on Monday 9th May 2016 commencing at 7.45pm and Parish Council Meeting which commenced at 7.55pm.

Members of the Council Present: Councillors S Horn (Chairman), C Quance (Vice Chairman), J Daniel, C Furse, M Wonnacott, B Galbraith-Marten and Mrs D Poole (Stand in Clerk)
County Councillor Barry Parsons.

1) Apologies

Apologies were received from Councillor J Shepherd and Mrs L Buttery (Parish Clerk).

2) Election of Chairman and Vice Chairman

Councillor J Daniel proposed and it was seconded by Councillor M Wonnacott that Councillor S Horn be elected Chairman for the forthcoming year, the proposal was unanimously carried. Councillor M Wonnacott proposed and it was seconded by Councillor S Horn that Councillor C Quance be elected as Vice Chairman, the proposal was unanimously carried. Declaration of Acceptance of office forms were completed by Councillors Horn and Quance and witnessed by Councillor Galbraith-Marten.

3) Any other business relating to the AGM

There were none.

The AGM closed at 7.55pm

Parish Council Meeting

1) Chairman's announcements

There were none.

2) Declarations of Interest

a) Register of Interest: Councillors are reminded of the need to update their register of interests.

There were none declared

b) To declare any personal interests in items on the agenda and their nature. *There were none declared*

c) To declare any prejudicial interests in items on the agenda and their nature. *There were none declared*

3) Apologies and reasons for absence

Apologies were received from Councillor J Shepherd and Mrs L Buttery (Parish Clerk).

4) Public Comment Session

No members of the public were in attendance.

5) Approval of Minutes (Councillor C Furse arrived during this item)

All members of the Council had received a copy of the minutes of the Annual Open Meeting and Parish Council meeting held on the 18th April 2016, they were agreed as true and accurate and duly signed by the Chairman Councillor Stephen Horn.

6) Matters Arising

1) School Playing Fields

Councillors had received an email from Charlotte Reynolds (DCC Estate Solicitor) regarding the possibility of acquiring the playing field once the School is closed. There are a few options that DCC have, one of which is to offer the playing field to the Community as a Community Asset but before anything can happen this matter has had to be referred to the Department for Education by Matthew Jones (DCC Estate Manager) Matthew will contact County Councillor Barry Parsons as soon as he has had a response from the Dept for Education.

Signed:

Date: Page 1 of 3 9th May 2016

Various discussions were had including:
Would DCC still maintain the field after the school closes?

Could the field be leased from DCC for use by the community as opposed to purchasing it?
These are all things to be discussed at a later date. It is thought that this whole process will take a long time. It was agreed to approach DCC to ask to use the school field each time there is a community event to show that there is a need for it within the community.

2) Village Bench Repairs

Are ongoing.

- 3) Although not on the agenda, Councillor Horn reported that the paving slabs on the Village Green belonging to April Cottage had started to be removed.

7) Planning Applications

None received.

8) Planning Appeals

None received.

9) Planning Decisions

None received.

10) Finance

- a) The receipt of the first half of the precept £2280 was acknowledged.
- b) The quote for annual insurance for £172.39 from Community First was approved and a cheque for the same was signed by Councillors Horn and Quance.
- c) The receipt for the VAT refund of £194.65 was acknowledged.
- d) Although not on the agenda it had been agreed to pay Aaron Newman, who would be doing the grass cutting, 50% in advance and 50% at the end of the grass cutting season. A cheque for £350 was signed by Councillors Horn and Quance.

11) Correspondence

All correspondence had been circulated by email.

12) Matters for discussion or to be noted and matters brought to the attention of the Chairman

1) TAP funding

Councillors were unanimous that the TAP funding money, approximately £300, would be again used to pay for the grass verges/hedges to be cut along the most used roads within the Parish, as it had been last year. Councillor Horn will obtain 3 quotes for the work and report back at the next meeting.

2) Queen's 90th birthday (County Councillor B Parsons arrived during this item)

- Councillor Horn circulated a draft invite for the event which would be sent to all parishioners. All approved the invite.
- It was agreed to purchase 240 burgers, Councillor Daniel will organise this along with all the other food. Councillor Daniel will supply his BBQ for cooking and Councillor Shepherd will be asked to do the same.
- Councillor Quance will organise the "fizz" and glasses for the toast to the Queen.
- Councillor Horn will organise the games and prizes.
- The budget of £500 will cover all costs.
- Entertainment – Councillor Wonnacott will ask Mr & Mrs King, parishioners, if they would perform during the evening. County Councillor Parsons offered to sing at the event and Councillors were delighted to accept his offer.
- If Mr & Mrs King are unable to perform, Councillor Furse will ask Paul & Nicola Furse if they would supply their PA system for playing music as they did at the Diamond Jubilee event.
- Councillor Quance has asked the School for permission to use the school field and he will also ask to use their sports equipment.
- Councillor Horn will deliver invites to all Parishioners by the end of May.
- Councillors who are available are to meet at the Memorial Hall on Friday 10th June, at 7pm to erect bunting etc.

As County Councillor Parsons arrived during this item, the School Playing Field was discussed again, details of which are minuted on page 1. He expressed his deepest sadness that Sutcombe Primary School is to close at the end of the school year.

Signed:

Date:

Page 2 of 3 9th May 2016

3) Grant Funding

County Councillor Parsons explained the grants that could be applied for.

- Each council member of each ward receives £11,000, to be allocated within their ward. The Holsworthy Ward which Sutcombe is part of has 2 members who in total have £22,000 to allocate.
- The New Homes Grant gives council members access to £200,000 of funding, but the whole of the Torridge District can apply for this. There are 2 rounds of applications with the 1st round closing on 21st June. Although this is a tight timescale it was thought the chances of an application being successful would be higher in the 1st round as more people would get to know about the scheme and there could be a lot more applications in the 2nd round.

For more information on these grants County Councillor Parsons suggested contacting Peter Soper at TDC. Councillor Galbraith-Marten will do this and then contact Councillors Horn and Furse to arrange a convenient time for the 3 of them to meet to go through the application process. Other Councillors will be updated via email.

It was agreed that an application would be made for funding for play equipment.

4) Stones at South Hollands

Councillor Horn had received a complaint from a parishioner regarding stones having been placed on the verge by South Hollands Cottage making pulling in to pass cars difficult. After a discussion this was not believed to be a problem at this time.

5) Parish Roads

County Councillor Parsons was able to report that the road from Upcott Farm through to Derworthy Cross would be surface dressed this year and it was highly likely the road from Sutcombe to Bradworthy will also be resurfaced later this year.

6) Welcome Pack

Councillor Galbraith-Marten commented that there would be 2 new households moving in to the Village fairly soon and that it would be good to provide them with a welcome pack when they arrive. Councillor Horn will contact the Clerk who has the welcome packs

13) Date of next meeting

The next meeting was set for Monday 20th June 2016.

There being no further business the meeting closed at 8.40pm