

# SUTCOMBE PARISH COUNCIL

## **Minutes of Sutcombe Parish Council Meeting held at Sutcombe Parish Memorial Hall, on Monday 22<sup>nd</sup> August 2016 commencing at 7.45pm**

Members of the Council Present: Councillors S Horn (Chairman), C Quance (Vice Chairman), J Daniel, C Furse, M. Wonnacott, B. Galbraith-Marten, J. Shepherd and Mrs L D Buttery Parish Clerk)  
Also present was district Councillor Ken Carrol

### **1) Chairman's announcements**

Councillor Stephen Horn welcomed Councillor Ken Carrol.

### **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 P.C.S.O Emma Tomkies

### **4) Public Comment Session**

Councillor Ken Carrol informed the Parish Council that he was now the Chair of Standards and licensing Committee. He said there is not a lot to report at present as there was not a lot going on this time of year.

Ken did issue a warning that there had been a natural toxic warning regarding Mussels and Oysters and not to eat any that had been taken from the River. The Chairman Councillor Stephen Horn thanked him for his input and for his continued support, He also thanked him and Councillor Ian Parker for the grant of £250 from each of them which was awarded to the Alms Houses for reimbursement of the costs for the Queens 90<sup>th</sup> Birthday Party.

### **5) Approval of Minutes**

All members of the Council had received a copy of the minutes of the Parish Council meeting held on the 20<sup>th</sup> June 2016, they were agreed as true and accurate and duly signed by the Chairman Councillor Stephen Horn.

### **6) Matters Arising**

#### **1) Grant Funding for the Play Equipment;**

Councillor Claire Furse reported to the Parish Council that the application form was sent to Torridge District Council for the Community Grant, the amount requested was £10,000.00, although the application scored well it had been deferred until the next round, the closing date being 28<sup>th</sup> August, the application had been 'tweaked' to improve the areas which did not score well, the application will be sent before the deadline. The main concern was the funding of the project as Torridge Council do prefer the applicants to 'match fund' their projects, the total costs of the project could be in excess of £25,000, Grant applications will be applied for to the 'National Lottery' fund, Tesco's, and Community Grants from local and district Councillors. One of the other concerns was the need for the commitment of volunteers, the Chairman stated that he cannot see this being a problem.

The results of the resident's questionnaire revealed that the preference for equipment was a 'Multi Play Unit' with a slide, a two tier unit costs £6,000, with other equipment such as swings costing £3,300, all equipment would have to be placed on a 'Safer Surface', the type yet to be decided. With the help of volunteers to prepare the ground and move the current equipment it is hoped to keep within a budget of £25,000 which is the cap for grants laid down by the Lottery Fund.

2) **School Playing Field:** On the 19<sup>th</sup> July the Chairman Councillor Stephen Horn, Councillor Chris Quance had met with Councillor Barry Parsons and Charlotte Reynolds from Devon County Council and the good news was that Charlotte informed all that the Parish Council will be temporary tenants until all the official and legal investigations had been completed. Once this has happened the ownership of the field will then pass to the Parish Council. Councillor Stephen Horn informed the Councillors that he had contacted Charlotte by email to request that if what had been verbally stated could be put into writing, and when would the Parish Council officially take over the field?, to date he had had no reply.

Councillor John Shepherd stated that he had been asked by children that if they can play in the field?

The answer is no until the tenancy/ ownership of the field had been officially confirmed

Councillor Chris Quance suggested that as soon as the tenancy had been confirmed it would be a good idea to hold an event at the field to let all the residents know that it was now in the possession of the Parish Council, maybe a barbeque?, this was agreed to by all present.

The subject of fencing around the playing area was discussed and whether it should be done immediately, the Consensus of opinion was to wait until the Parish Council had written official notice of the temporary tenancy but meanwhile the Chairman would get quotes for the fence, which was suggested needed to be about 8ft high.

Councillor Chris Quance also asked whether the field will be used during the winter? If so could there be a Shelter erected? These are decisions that could be made at a later date but the Chairman believed that using the field in the winter should not be a problem.

3) **Notice board at Sutcombe Mill:** Chairman Councillor Stephen Horn had obtained quotes from Jag Signs for two Sizes of notice board, 381x 504mm at the cost of £163.00 plus vat and 600x1000mm costing £300 plus vat, The unanimous decision was to go for the smaller one as it was felt that the larger one was nor needed. The position of the notice board will be decided later, Councillor Michael Wannocott volunteered to erect the board.

## **7) Planning Applications**

*Received after the Agenda had been printed*

1/0808/2016/FUL

Proposal: Creation of covered yard between existing agricultural buildings.

Location: Thuborough Barton, Sutcombe, Holsworthy, Devon

The above application was discussed and the decision was to unanimously support the development.

The Clerk will convey the decision to Torridge Planning Department

### **Planning Appeals**

None received.

### **Planning Decisions**

None received.

## **8) Finance**

- a) A cheque was signed by two Councillors for verge and hedge cutting for £360
- b) Up to date financial report was given by the Clerk and all Councillors received a copy, the bank balance is £6767.76 which comprises of Ring fenced amounts of £1700 for possible election costs, TAP Fund £283 2015/6 project fund £1040.50 which leaves a balance of £3744.26 being Parish general funds
- c) A cheque for £48.00 was signed by two Councillors for a training session
- d) Receipts of £500 community grants and £1600 from Friends of Sutcombe School, a letter from FOSS was read by the Chairman to inform the Parish Councillors that the FOSS donation is to be put into the 'Project' fund and must be used specifically towards the purchase of equipment or the maintenance of the school field. The clerk was requested to write letter of thanks to FOSS

## **9) Correspondence as below and as available at the time of the meeting**

- |  |                              |  |
|--|------------------------------|--|
| i) NHS Your Future care newsletter   | ii) CAB Newsletter           | iii) Rural Services Network Newsletter |
| iv) Holsworthy Area Advisory Group meeting 25 <sup>th</sup> July                           | v) NHS Cuts meetings         |  |
| vi) Jamie Hollis -Legal Briefing   | vii) Active village projects |  |
| viii) Rural housing spotlight  | ix) Devon Highways Survey    |  |
| x) Highway Maintenance – work done by community  | xi) Holsworthy MCTI meeting  |  |
| xii) Planning Committee new code of conduct and Planning Class Q guidance update           |                              |  |
| xiii) Torridge D C Website down from the 26 <sup>th</sup> August – 29 <sup>th</sup> August |                              |  |
| xvi) Sarah Payne- Community Interest – Sutcombe School                                     |                              |  |
| xv) Parish Council information sharing session. 22 <sup>nd</sup> September 2016            |                              |  |

The above correspondence was circulated via email and no further action was required except xvi)

xvi) The Chairman Councillor Stephen Horn had contacted Sarah and answered her queries.

## **10) Matters for discussion or to be noted and matters brought to the attention of the Chairman**

- 1) Councillor Chris Quance informed the Parish Council that before the end of term he had written a letter of thanks to all at Sutcombe School and suggested it would be a good idea to also write a letter of thanks to the 'School Governors', to thank them for their efforts in the support of the School and to keep them informed of the situation regarding the school playing field. The Clerk was asked by the Chairman to write the letters to Steve Martin, David Smith, Ray Bundy, Becky Newhouse and Mr & Mrs Winower
- 2) Councillor Mike Wannocott asked who was in charge of footpaths, as the one from Town Farm to St Andrews was very overgrown? The Clerk will report this to the relevant department at Torridge District Council.

The next meeting was set for Monday 7<sup>th</sup> November 2016, but an interim meeting might be held if necessary

There being no further business the meeting closed at 8.55pm