

SUTCOMBE PARISH COUNCIL

Minutes of Sutcombe Parish Council Meeting held at Sutcombe Parish Memorial Hall, on Monday 7th November 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)

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 P.C.S.O Emma Tomkies, district Councillor Ken Carrol who is in hospital and Councillor Barry Parsons who is at a prior appointment, his 'Holsworthy report' had been circulated by email.

4) Public Comment Session

There were no members' of the public present

5) Approval of Minutes

All members of the Council had received a copy of the minutes of the Parish Council meeting held on the 22nd August 2016 and the extra ordinary meeting held on the 12th September 2016, they were agreed as true and accurate and duly signed by the Chairman Councillor Stephen Horn. Councillor Barry Galbraith-Marten stated that he had not received the minutes from the meeting on the 22nd August 2016, the Clerk apologised and said she would email a copy to him

6) Matters Arising

1) Grant Funding, Councillors Claire Furse and Michael Wonnacott will be meeting with James Jaroudi who will help with the Grant application, this will be the third application, the first two were just outside the list of recipients. Councillor Wonnacott reported that he had visited all banks regarding opening a bank account for the 'playing field fund' it is a difficult task and could take up to 12weeks to set up. The constitution was being written for the sub-committee, Councillor Furse will speak to Councillor Barry Parsons to inform him of the difficulties faced with bank account, this has to be set up to receive 'locality' grants from the fund available to him and District Councillor Ken Carol, a grant application form will also be requested.

2) School Playing Field; The sub- committee had met and discussed the security of the site, and the suggestion of erecting signs to inform the residents that the field, as yet, was not open to the public. This was unanimously agreed and would be put up on the wooden gate. The subject of insurance was raised and the Clerk informed the Councillors that she had spoken to the Insurance Company, the field itself is covered with the Public Liability Insurance already in place, but Playground equipment had to be covered separately, the cost of equipment is £15.94 for one item, £26.56 for two items and £7.99 for subsequent additions. The whole playground would then have to have 'playground liability cover', no quote can be given until the playground was up and running. meanwhile it would be advisable to cover the equipment that was 'in situ', the Clerk was requested to contact the insurance company and get the equipment covered.

Chairman Councillor Stephen Horn read out an email received by the Trustees of the Sutcombe Almshouses after they had expressed an interest in the buildings of the former Primary School, in short they were reminded that the entire site is subject to an educational trust for the provision of primary education, the descendants of the site have the right to the site being returned to them now it is no longer required for the provision of Primary Education. DCC is trying to divest itself of educational trusts and it is hoped that the site would be taken over either by a charitable organisation or the Parish Council. As such the trustees of an organisation will have to satisfy the Charity Commission that the disposal or use of the site represents best value to the community.

Councillor Michael Wonnacott asked whether a copy of the original 'educational trust' could be obtained. The Clerk will write to Charlotte Reynolds.

3) Notice board at Sutcombe Mill has been purchased and has been erected by Councillor Michael Wonnacott, The Chairman thanked Michael for his help

Signed..... Date:.....

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7) **Planning Applications**

There are none

Planning Appeals

There are none

Planning Decisions

1) 1/0808/2016/FULL

Proposal: Creation of covered yard between existing agricultural buildings

Location: Thurborough Barton, Sutcombe, Holsworthy, Devon

2) 1/0841/2016/FULL

Proposal: Extension

Location: Roachdean Cottage, Sutcombe, Holsworthy, Devon

Both of the above applications were granted permission

8) **Finance.**

- a) A cheque for the Clerks quarterly salary £256 and expenses (1st June-1st November) of £38.89 was signed by two Councillors
- b) An up to date financial report was given by the clerk who reported that the finances were in good order, there being a balance of £11,095.43 in the current account, this comprises of ring fenced amounts of £1700 for possible election costs, £283.00 TAP funds, £2910.50 Playing field funds, this includes the donation of £1600 given by FOSS, the balance of £6201.93 being Parish Council General Funds.
- c) Preliminary 2017/18 Budget, the Clerk presented the preliminary budget, the unanimous decision was to accept the figures and agree to a Precept increase of 2%, Councillor Galbraith-Marten asked if a rise in the precept was necessary, the Clerk and the Chairman explained yes because of any extra expense of the School Playing field and the prospect of the precept being capped in the near future it was advisable to request small increase.
- d) Information that a cheque was signed to JAG Signs between meetings for the new Noticeboard £195.60 (VAT £32.60 can be claimed back
- e) To consider grant applications from: i) St. Andrews Church, ii) Bradworthy Arts Festival
iii) Sutcombe Free Church Cemetery iv) Sutcombe Parish Memorial Hall
The above applications were discussed and it was agreed that the Parish Council would this year only give grants to organisations within Sutcombe, therefore the allocation was £333 each to St Andrews Church, Sutcombe Free Cemetery and Sutcombe Memorial Hall.
The Chairman took the cheques to personally present them.
- f) Remittance from W.D. Watkins of £250 had been received in October, this has been transferred to the restricted funds.

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

- i) NHS Your Future care consultation ii) CAB Newsletter Sep & October iii) Rural Housing Spotlight
- iv) Rural Services Network Newsletter v) Drainage at School Site vi) Sutcombe Alms-houses
- vii) Jamie Hollis -Legal Briefing and Speaking at Planning Committee viii) Self Build in Torridge
- xi) Rural Vulnerability Rural Broadband and Fuel Poverty x) Local Government Boundary Commission review.
- xi) Holsworthy Area Advisory Group meeting 31st October xii) Save our Hospitals Services Campaign

The above correspondence had been circulated and no further action was needed except for:

- v) The clerk had written to Charlotte Reynolds who said she would look into the problem, to date no further Information had been received.
- vi) The letter from the Trustees of the Almshouses informed the Parish Council that Mr Anthony Cawsey's four year term of office as a Trustee expires on the 13th December. It was the unanimous decision of the Parish Councillors to elect Mr Cawsey for a further term of office.
- x) Councillor Barry Galbraith-Marten asked whether further comments could be made regarding the decision of Torridge District Council, the Clerk informed Barry that the survey had closed on the 31st October.

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

Website: The clerk requested that the Parish Council agree to her looking into updating the website, the present one was not user friendly and was in need of refreshing. The cost would be £500, the unanimous decision was for the the Clerk to go ahead.

As this was the last meeting before Christmas Chairman Councillor Stephen Horn wished everyone A Happy Christmas and New Year.

The next meeting was set for Monday 9th January 2017

There being no further business the meeting closed at 8.55pm