

# SUTCOMBE PARISH COUNCIL

## **Minutes of Sutcombe Parish Council Meeting held at Sutcombe Parish Memorial Hall, on Monday 13<sup>th</sup> November 2017 which commenced 7.45pm**

Members of the Council Present: Councillors S Horn (Chairman), C Quance (Vice Chairman), J. Daniel, C. Furse, B. Galbraith-Marten, J. Shepherd, M. Wonnacott, and Parish Clerk L. D. Buttery. Also present were County Councillor Barry Parsons and 1 member of the public.

### **1. Chairman's announcements**

Councillor Stephen Horn welcomed everyone to the meeting.

### **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. *Councillors Claire Furse, John Shepherd and Michael Wonnacott declared their interest in the Grant application for Sutcombe Community Playground and will take no part in the decision*
- c) To declare any disclosable pecuniary interests in items on the agenda and their nature. *There were none declared.*

### **3. Apologies and reasons for absence**

Councillor Ken Carrol apologised (by email) for not attending but he was unwell.

### **4. Public Comment Session and District and Local Councillors reports.**

An email was received by the Clerk from a resident regarding the public 'right of way' between Town Farm and Rose Cottage, there is also a dispute regarding the Boundary fence of Rose Cottage. A letter from the residents of Rose Cottage was read out to the Councillors, it stated that they had gone through the proper channels to get permission to improve the 'right of way', after much discussion the Parish Clerk was asked first of all to look back in the minutes to see what had been done regarding the boundary fence of Rose Cottage, as the subject had been on the agenda and in the minutes several times in the past 7 years, secondly to try to find out who the land belonged to that the boundary fence encroached on. It was clear from land registry documents that the fence was in the wrong place. It was noted that the present residents did not erect this fence.

In regards to the work that might be carried out on the 'public right of way' the Parish Council said this was between the residents and Torridge District Council, and provided that due permission had been granted, that the work was legitimate and did not interfere with other residents property or rights of way, they cannot see a reason for the Parish Council to be involved. The Chairman Councillor Stephen Horn said he would contact the residents of Rose cottage regarding the boundary fence.

The other topic of conversation and complaint was the state of the roads in the area, both the disrepair and the copious amount of mud, the majority of Councillors agreed that the Parish Council could not do more than they had already done, by sending a letter to all farmers who use the road, writing to Devon Highways and reporting to DCC Councillor Barry Parsons. Sutcombe is a farming community and in inclement weather it is nigh on impossible to keep the lanes completely clear, although the majority of farmers works very hard trying to do so. Councillor Barry Gailbraith-Marten commented that the roads around Sutcombe do seem to be worse than in other areas. Chairman Councillor Stephen Horn commented that the drains are now been cleared which should help matters and when the surface of the roads are repaired this should further the improvement. Councillor Michael Wonnacott commented that "we live in a farming community as such we must except that there will be mud on the roads". Councillor Stephen Horn mentioned the very bad state of the road to Bradworthy, and from the War Memorial to Church Lane, the clerk will pass this on the Simon Phillips.

Councillor Barry Parsons commented that he constantly raises the subject of road repairs in his 'patch' and a lot of work has been carried out around and in Sutcombe, in particular the new surface recently done on the road leading up and pass the Memorial Hall, he would email a copy of the map which shows what work has been carried out and what areas will be covered in this financial year. Councillor Stephen Horn commented on the excellent job, Barry congratulated the Parish Council for sending out the letters to the farms in the area, and asked that when sending in complaints to Simon Phillips regarding the roads mention could be made of the excellent work carried out, the Clerk will do so.

### **5. Approval of Minutes**

All members of the Council had received a copy of the minutes of the Parish Council meeting held on the 11<sup>th</sup> September 2017, they were agreed as true and accurate and duly signed by the Chairman Councillor Stephen Horn.

**6. Matters Arising**

- 1) School Playing Field Educational Trust, Amended Lease, The Chairman Councillor Stephen Horn apologised for Signing the amended lease before all Parish Councillors had read it. The lease was emailed to all Councillors before the meeting, to enable them to study the differences. Councillor Michael Wonnacott voiced his concern regarding paragraphs 4, 10, and 13. The main concern was regarding ‘damage to the property’, does this imply that the Parish Council would be liable for Vandalism to the School Buildings? Why were the paragraphs changed? Councillor Barry Parsons stated that it is quite normal for documents to be updated and policies revised, but he will Double check with the solicitor involved to substantiate what the Parish Council would be responsible for. Councillor Claire Furse reported that the play equipment had been ordered and it will ne installed over the winter, when weather permits. Claire went on to report that they had received £258 from Waitrose, Councillor Barry Parsons offered a further grant of £400 to enable the committee to complete the purchase of equipment. He will forward an application form to the clerk. The Chairman Councillor Stephen Horn thanked Councillor Parsons.
- 2) Memorial Railings, the work had been carried out, the Trevor straightening out the railings, they look ok, but if The Councillors want them replacing completely it can be done. The consensus of opinion was that this was not necessary but it would look better if all the railings were no refurbished, Councillor Michael Wonnacott volunteered to do the work, the Parish Council will use the rest of the grant received from Councillor Carroll to purchase any materials needed.
- 3) Tap Fund , the Clerk reported that she had now submitted the application to Torridge Council.

**5. Planning Applications**

*There are none*

**Planning Decisions**

*There are none*

**Planning Appeals**

*There are none*

**6. Finance.**

- a) Up to date financial report, the Clerk presented the accounts to the Councillors, the bank account balance is £21,820.14, this consists of £200 reserved funds for election costs, £400 grant from Councillor Carroll, £14,410.50 Sutcombe Community Playground fund, the balance remaining £6809.64which is Parish Council General funds. The Proposed Budget was explained to the Councillors, the 2% proposed increase of the Precept to £4650 will ensure the PC general funds do not diminish. The precept amount and budget does not need to be approved until the January meeting, the Parish Councillors will have the opportunity of studying the budget proposal for approval during the January Meeting.
- b) The cheque for the Clerks quarterly salary October-December was signed by two Councillors
- c) The Cheque for Administration Expenses July-November 6<sup>th</sup> £30.40 was signed by two Councillors
- d) Grant Applications for the following were considered:
  - i) Sutcombe Parish Memorial Hall
  - ii) Sutcombe Free Church Cemetery
  - iii) St. Andrews Church
  - iv) Sutcombe Community Playing Field
  - v) Holsworthy Community TransportAfter discussion it was unanimously decided to split the £1000 grant allocation, by giving £225 to each applicant except for the Holsworthy Transport who would receive £100. The cheques were issued and signed by two Councillors.
- e) Although not on the agenda the Councillors agreed to issue cheques to, The Royal British Legion £17 for Poppy wreath and £25 for Sutcombe Memorial Hall for the hire of the room for Parish Council meetings.
- f) The Parish Clerk had checked the Defibrillator and asked permission to purchase new pads as the current ones are out of date, permission was granted.

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

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| i) Rural Vulnerability Service - Newsletters   | ii) Rural Services Network, Sept and October |
| iii) DALC Newsletters Sept and October   | iv) Holsworthy Rural Policing Update         |
| v) Parish and Town Councils Conference – Highways, 14 <sup>th</sup> November High Bickington |  |
| vi) TDC Community Governance Reviews.  | vii) DCC Volunteers                          |
| viii) Bradworthy Parish Council – CAB Outreach information                                   |  |
| xiv) Councillor Barry Parsons Rural Update   | x) DSFRS Risk Assessment Survey              |
| xi) Devon Local Flood Risk Management Strategy   | xii) emails regarding roads in disrepair.    |

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

The Chairman Councillor Stephen Horn thanked everyone for attending and hoped everyone has a Happy Christmas. The next meeting was booked for the 8<sup>th</sup> January 2018  
There being no further business the meeting closed at 9.20pm

Signed .....

Date : .....

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