

# SUTCOMBE PARISH COUNCIL

## **Minutes of Sutcombe Parish Council Meeting held at Sutcombe Parish Memorial Hall, on Monday 8<sup>th</sup> January 2018 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, and Parish Clerk L. D. Buttery.

### **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. *There were none declared*

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**

Devon County Councillor Barry Parsons and district Councillor Ken Carroll sent their apologies as both were attending other meetings. Apologies were also received from Councillor Mike Wonnacott (pantomime rehearsals) and P.C.S.O Emma Tomkies

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

No Members of the public were present, Councillor Barry Parsons had sent his monthly report by email.

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

All members of the Council had received a copy of the minutes of the Parish Council meeting held on the 13<sup>th</sup> November 2017, they were agreed as true and accurate and duly signed by the Chairman Councillor Stephen Horn.

### **6. Matters Arising**

- 1) Sutcombe Community Playing field, Councillor Claire Furse reported that the 'play tower' and safety surface had been installed satisfactorily, no problems except for access to the field, as the old school gate had been padlocked with a combination lock, the Clerk was asked to contact Devon County Council as it was originally agreed that this would be the general public entrance to the play area. The back gate is very difficult to open and would not be suitable for general public access. Councillor John Shepherd asked whether it would be advisable to contact the residents of 'The Old School House' to inform them that the playground would soon be officially. It was agreed by all that the Committee should be applauded for all their hard work in getting the playground up and running. Councillor Claire Furse asked whether it would be prudent to pursue the application for the playing field to be classed as a Community Asset? It was agreed that this would be a good idea. Claire also read out a draft 'Terms of Reference' for the playground committee, this will be emailed to all and then discussed at the next meeting.

The Clerk brought up the subject of insurance and informed the Councillors of the quoted cost of insuring the Play Equipment, Councillor John Shepherd was a bit concerned as to whether the cost of the safety surface was covered, as this would be a substantial amount to find if it had to be replaced due to vandalism, it was unanimously agreed that if it would be possible to insure the surface it should be done. The clerk will contact the Insurance brokers and inform the Councillors of the result.

- 2) Rose Cottage, the Clerk reported that she had contacted DCC and had been informed that the piece of land disputed did not belong to anyone as far as was known and was designated as 'public land'. It was agreed by all that this is not really Parish Council business and was a question of the residents to sort the dispute out between them.
- 3) Roads, road closure and repairs were under way and an update at the next meeting to check what had been achieved.

### **7. Planning Applications (received after the Agenda had been distributed)**

1/1271/2017/FUL

Proposal: Two Storey side extension to dwelling (affecting a public right of way)

Location: Rose Cottage, Sutcombe, Holsworthy, Devon

The above application was discussed in full. The previous dispute surrounding Rose Cottage was irrelevant to this application which should be considered on its own merit. All Councillors had looked at the plans, there were no objections, the unanimous decision was to support the development, and the Clerk will inform Torridge planning of the decision.

Signed.....

Date:..... page 1 of 2 8<sup>th</sup> January 2018

**Planning Decisions**

*There were none*

**Planning Appeals**

*There were none*

**8. Finance.**

- a) i) Up to date financial report, the clerk gave each councillor a spreadsheet showing that there was £21,889.30 in the bank, this comprised of ring fenced election amount of £200, Grant for the repair of War memorial fence £400, Sutcombe Community Playground fund £16,310.50, leaving a balance of £4978.80 being PC general funds.
- ii) Proposed Budget, an updated budget spreadsheet was given to each Councillor, after a discussion it was unanimously decided to increase the budget by the following amounts;
  - a) £200 to cover increased insurance costs for the play equipment and safety surface (as discussed in 6.1)
  - b) £200 to help towards the cost of grass cutting for the Playground
  - c) £100 to cover the increase in the printing of the Parish NewsletterThis increased the budget by £500, a vote was taken and it was the unanimous decision of the Parish Councillors to increase the Precept to £5100, this is a substantial increase over last years (£640) but it was felt to be necessary with the increased responsibility of the Playground being properly insured. The Clerk will complete the Precept request.
- b) Two Councillors signed the cheque to DALC for the Clerks training session £25.00
- c) Two cheques were signed between meetings, Grass Cutting £700 and for AED Pads £38.69 two Councillors signed the stubs as the cheque book had remained with the clerk
- d) After a vote it was unanimously approved to sign the cheque to TK Play for playground equipment £18,792.60, the VAT element of £3,132.10 was paid from the Parish Council funds and would be reclaimed. There is now a balance of £650.00 in the Playground project fund.

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

- i) Rural Vulnerability Service - Newsletters
- ii) Rural Services Network, Nov & Dec
- iii) DALC Newsletters Nov & Dec
- iv) Tesco Bag Grants
- v) C.A.B. Newsletters
- vi) North Devon Healthcare Trust, A. Diamond Retirement
- vii) Holsworthy Area Community Group Minutes of meeting
- viii) Devon Community Resilience Forum
- ix) County Councillor B. Parsons monthly update
- x) Waste and Recycling Road shows
- xi) T.A.P fund- future changes
- xii) Devon Highways- Road Closures
- xiii) Flood event submissions
- xiv) Torridge Governance review

The above were all received by email and no further action was required

Communications received by post:

- 1 & 3) Letters were received from Holsworthy Rural Community Transport, and St Andrews Church thanking the Parish Councillors for the donation received
- 2) Parish Precept information, this was explained to the Councillors and would be completed by the Parish Clerk.
- 4) CPRE Devon & Parish Councils Working together no action required.

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

Councillor John Shepherd asked whether the subject of slow broadband in St. Andrews Close was something the Parish Council could help with, a discussion took place regarding the different speeds in various areas of Sutcombe and how residents were solving their particular problem. The Chairman Stephen Horn suggested inviting Matt Barrow from 'Connecting Devon and Somerset' to the Annual Parish Meeting as the guest speaker, the decision was taken that the Clerk would contact Matt to see if he would be available.

The Next meeting dates were set: General Parish Meeting 5<sup>th</sup> March 2018  
Annual Parish Open Meeting either 9<sup>th</sup> or 16<sup>th</sup> April 2018

There being no further business the meeting closed at 8.50pm