

SUTCOMBE PARISH COUNCIL

Minutes of Sutcombe Parish Council Meeting held at Sutcombe Parish Memorial Hall, on Monday 5th March 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, M. Wonnacott 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 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 8th January 2018 they were agreed as true and accurate and duly signed by the Chairman Councillor Stephen Horn.

6. Matters Arising

- 1) Annual Parish Meeting, the Clerk informed the Councillors that Matthew Barrow from Connecting Devon and Somerset had accepted the invitation and will give a short presentation and answer questions from the floor. The Clerk will send out invitations local organisations
- 2) Sutcombe Community Playing Field – Insurance, the Clerk had requested a quote for insuring the Play equipment the mat and installation costs £15,510, this had been received and a cheque for £67.55 had been sent in February.
- 3) School Field – Community Asset, there was no update for this enquiry, the Clerk was requested to contact Councillor Barry Parsons to enquire to who was the best person to contact. Councillor Michael Wonnacott informed all that he was concerned with the shared access, as the boundary wall was on the verge of collapse, and the safety of the children using this entrance was compromised. It was requested that Clerk write to Devon County Council to enquire as to who is responsible for this entrance, and to ask if the 'school gate' entrance could be used as apart from the boundary wall the shared access is not suitable as a 'disabled access' The official opening date is the 7th April 2018, with Jane Whittaker, David Hurley, Barry Parsons and Ken Carroll being invited. The ceremony will be followed by a cream tea in the Memorial Hall.
- 4) Roads- It was reported that the road through to Bradworthy was greatly improved, but concerns were raised regarding the road to Holsworthy (A388), in particular the stretch from the 'Biogas silo' to Holsworthy. Councillor John Shepherd also commented on the very poor state of the road from the Memorial towards Town Farm. The Clerk will contact Highways and cc Councillor Barry Parsons

7. Planning Applications

1) 1/1271/2017/FUL

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

Location: Rose Cottage, Sutcombe, Holsworthy, Devon

This application has been withdrawn

Planning Decisions

There are none

Planning Appeals

There are none

8. Finance.

- a) **Up to date financial report**, the clerk gave each councillor a spreadsheet showing that there was £2,886.75 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 £900.45, leaving a balance of £1386.30 being PC general funds.
- b) Two Councillors signed cheques for the Clerks quarterly salary Jan – Mar and admin expenses Oct 17-March 18 of £ 37.71
A cheque for the increased insurance for the play equipment had been approved by email, the cheque for £67.55 was delivered to the Chairman Councillor Stephen Horn, and signed by two Councillors'

The Clerk informed the Councillors that she had applied for a VAT refund of £3,292.34, Councillor Michael Wonnacott asked on behalf of the Playground Committee whether they could have some of the funds held by the Parish Council, the Chairman Councillor Stephen Horn asked whether this could wait until the VAT refund was received, this was unanimously agreed. Michael also asked was it possible to do internet banking as this would save money by not having to send cheques by post, the Clerk informed the Councillors that at present it was not possible, and the postage costs for the past 5 months also included correspondence sent.

The Clerk had prepared and up-dated Financial Regulations, the Risk Assessment and Statement of Internal Controls, there being minor changes, the Chairman Councillor Stephen Horn signed all three, Councillors would be sent copies.

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

- i) Rural Vulnerability Service - Newsletters
- ii) Rural Services Network, Jan & Feb
- iii) DALC Newsletters Jan & Feb
- iv) Devon County Council – Special Services
- v) Roads Team- Street Preview -
- vi) Play Inspectors- Post Installation report/certificate
- vii) P S P O – Dog control measures
- viii) Highways- Snow Warded Scheme
- ix) Devon Communities together – Newsletter
- x) Wessex Solutions – advert in Parish Magazine
- xi) DCC – Funding for flood relief
- xii) Communications – Healthy People
- xiii) DCC – Technology enabled care
- xiv) Keep Britain Tidy Spring clean campaign
- xv) Jamie Hollis – Standards Committee
- xvi) Rural Services- Spotlight on rural health
- xvii) DALC – Data Protection

The above were all received by email no further action required

Communications received by post:

- 1) Sutcombe Almshouses- the Clerk to the Trustees Emma Horn had written to the Parish Council to inform them Mr A Paul Furse four year term as a Trustee had come to an end, the unanimous decision of the Parish Council was for Mr Furse to be re-elected for a further term, the Clerk will write to Emma with the decision.
- 2) A letter was received from Sutcombe Memorial Hall thanking the Parish Council for the grant of £225.00
- 3) A letter was received from JackieGalbraith-Marten thanking all the village farmers for their sterling efforts in keeping the roads clear during the recent heavy snow fall. Jackie would like to send special thanks to Darren Furse for keeping 'the hill' as clear as possible.

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

- 1) The Clerk was asked to prepare a notice for the tenders for Grass Cutting for the coming season, tenders to be received in time to be discussed at the meeting to be held on the 16th April 2018
- 2) There are big potholes near Thuborough Cross again, and the road is in a bad state, the Clerk will report this with the complaint at 6.4

Next General meeting will be held after the Annual Parish Open Meeting on the 16th April 2018
The AGM will be held on the 14th May 2018

There being no further business the meeting closed at 8.40pm