

# SUTCOMBE PARISH COUNCIL

## **Minutes of Sutcombe Parish Council Annual General Meeting held at Sutcombe Parish Memorial Hall, on Tuesday 8<sup>th</sup> May 2018 commencing at 7.45pm and Parish Council Meeting which commenced at 7.55pm.**

Members of the Council Present: Councillors S Horn (Chairman), C Quance (Vice Chairman), C Furse, M Wonnacott, B Galbraith-Marten, and Mrs L Buttery (Clerk)

Also present was Abigail Newman

### **1) Apologies**

Devon County Councillor Barry Parsons, District Councillor Ken Carroll, Councillors J. Daniels, J. Shepherd and PCSO Emma Tomkies.

### **Election of Chairman and Vice Chairman**

B Galbraith-Marten proposed and it was seconded by Councillor C. Quance that Councillor S Horn be elected Chairman for the forthcoming year, the proposal was unanimously carried. Councillor M. Wonnacott proposed and it was seconded by Councillor C. Furse that Councillor C. Quance be elected as Vice Chairman, the proposal was unanimously carried. Declaration of Acceptance of office forms were completed by Councillors Stephen Horn and Councillor Chris Quance, both signatures were witnessed by the Clerk Lorraine Buttery

### **2) Any other business relating to the AGM**

There was none.

The AGM closed at 7.55pm

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## **Ordinary Meeting Commenced at 8pm**

### **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 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, District Councillor Ken Carroll, Councillors J. Daniels, J. Shepherd and PCSO Emma Tomkies.

### **4) Public Comment Session, County, District and Local Councillors reports**

County Councillor Barry Parsons and District Councillor Ken Carroll had sent their apologies, Barry had sent his update by email which was circulated to the Parish Councillors.

Abigail Newman (permission was given for her name to be in the minutes) from Rose Cottage attended the meeting as she was somewhat concerned that 'Rose Cottage' had been on the Agenda for several meetings. Mr & Mrs Newman are fully aware of the two issues regarding Rose Cottage, one being the fence and the other the drainage. Regarding the fence, they had been in contact with, Land Registry, Devon County Council and Torridge District Council who were quite happy with the fence where it was and they are not going to move it. As for the drainage issue they had contacted Highways and Public Pathways departments and they also were Happy with the proposed work, initially they were going to supply what was needed to complete the project but that had now been withdrawn. They feel that they have a right to complete the work, but it was neighbours complaints that were holding things up.

Councillor Claire Furse asked Abigail what the Land Registry Office had said, the reply was that "it is very difficult to see where the boundaries were and ascertain if the fence was not on 'Rose Cottage' land.

Abigail went on to say that they love the village and are primarily happy here but felt that they were being somewhat victimised over the issues/cont...

Signed..... Date.....

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The Chairman Councillor Stephen Horne said he was sorry that Mrs Newman felt victimised, but this was not the case, he explained that if a resident raised an issue or complaint with the Parish Council they were obliged to investigate and try to resolve the problem, the boundary fence has been an issue since 2012. The issue of the drainage was not Parish Council business, Councillor Michael Wonnacott suggested that it was an issue that should be sorted between neighbours. Stephen thanked Abigail for her input and informed her that the issue would be discussed further in matters arising but reminded her that she could not take part in the discussion.

**5) Approval of Minutes**

All members of the Council had received a copy of the minutes of the Annual Parish Meeting and Parish Council meeting held on the 16<sup>th</sup> April, both sets were unanimously agreed as true and accurate. They were duly signed by the Chairman Councillor Stephen Horn.

**6) Matters Arising**

- a) Rose Cottage:** The Clerk as requested had written to Torr ridge planning officer regarding the perimeter fence, Planning had come back with questions, when and who erected the fence, how high was it, where was it, and who owns the land. They also requested to send any available photographs. The Clerk will reply to the email and c.c the Councillors. It was reiterated that the issue of the drive and drains although affecting a neighbour's land was not within the Parish Council's jurisdiction.
- b) Sutcombe Community Playground (Community Asset).** Councillor Chris Quance stated that he had read Through the paper work given to him and he could not see that there was an advantage to applying to make the School buildings a 'Community Asset'. The Chairman asked for opinion for the way forward, and if we applied would it strengthen the Parish's position? The consensus of opinion was that it would not harm the situation to apply and might be in the Parish Council's favour. Chris will have another look at the papers to see if there was an application form included, the Clerk thinks she has some paper work in her loft that might help, as soon as she is able she will have a look.
- Councillor Claire Furse asked if the Clerk had had any reply regarding a meeting with Michelle Ellis? the Clerk said she had had not had a reply, she will resend the email and cc DCC Councillor Barry Parsons, Councillor Mike Wonnacott suggested sending a copy to Jayne Whittaker the Leader of Torr ridge District Council, the Clerk will do so.

**7) Planning Applications**

1) 1/0110/2017/FUL

Proposal: Agricultural Silage Clamp

Location: South Lane Farm, Sutcombe, Holsworthy, Devon.

*This application was received between meetings, the Parish Councillors informed the Parish Clerk by email that they had no objections to the applications and unanimously supported the proposal. Councillor John Daniels declared an interest and did not pass any comments. The Clerk passed on the Parish Council's decision to Torr ridge Planning.*

**Planning Appeals**

*None have been received.*

**Planning Decisions**

*None have been received.*

**8) Finance**

- a)** The receipt of the first half of the annual precept was acknowledged -£2,550.00
- b)** The Clerk explained to the Councillors that she had been informed that the Annual Governance Statement Should be completed after the internal Audit, this was completed on the 2<sup>nd</sup> May, the statements from Section 1 were read out to Councillors and duly signed by the Chairman and Parish Clerk
- c)** Two Councillors signed a cheque for Clerks quarterly (Apr-June) salary £308.75
- d)** The Councillors unanimously approved of the annual accounts, section 2 of the annual return was Signed by the Chairman and Parish Clerk
- e)** Two Councillors signed cheques for the internal Audit to Dr Julia Foster £50.00 and to DALC £48.00 For the Data Protection Course. Although not on the agenda the Councillors unanimously agreed to approve a cheque for £325 to Mr P Angel for half the cost of Grass Cutting for the season. Two Councillors Signed the cheque

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

- i) Rural Network Newsletters x 2    ii) Peter Angel- Thank you email grass Tender
- iii) Devon CC Flood risk management.                                    iv) DALC Newsletters x 2
- v) North Devon & Torr ridge Local Plan                                    vi) Healthy People newsletter
- vii) Torr ridge Planning ref; 1/0322/2018/FUL (Barn Conversion)
- viii) Devon County Councillor Barry Parsons Holsworthy Rural update.

The above communications had been sent to Councillors, there were no communications by post and no issues were raised

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

- 1) The Chairman Councillor Stephen Horn proposed that the Parish Council continue to cut hedges and verges that were deemed to restrict vision of vehicles around the Village. The TAP might not cover the cost this year. The unanimous decision of the Parish Council was to continue and to meet the cost from Parish Council general funds. The Chairman will get three quotes for the work.
- 2) Dog waste bin, the Clerk had contacted Torridge regarding the supply of a bin but to date had not received a reply from waste management. The clerk will re-contact Torridge.
- 3) The decision to purchase a Memorial Bench to commemorate the 100year anniversary of the Great War had been approved, the Parish Councillors agreed that the best place for the bench would be in the Memorial Hall car park overlooking the Valley. This is to be confirmed by the Memorial Hall Committee. The Cost of the Bench is £695 plus delivery and VAT.
- 4) Councillor Mike Wonnacott voiced his serious concern regarding the road to Holsworthy, especially the section from Arscott Corner to the bio gas position. Vehicles had been seen swerving to the wrong side of the road to try and miss the deep potholes and extremely poor surface of the road, Mike is seriously worried that there will be a serious accident even a fatality if something is not done to this road very quickly. The Clerk was asked to write to the Highway's department and c.c. in County Councillor Barry Parsons and Geoffrey Cox MP.

The next meeting was arranged for Monday 9<sup>th</sup> July 2018

There being no other business the meeting closed at 8.50 pm