

Minutes of the Meeting of the Council held on May 1 2018, Rackenford School

Present: Cllrs Lamb, Child, Hyland, Parry, Warne, Phillips and Cox, K Ward (Clerk), NDDC and DCC
Cllr Yabsley, Mr J Burgess of Swan Paul Partnership Ltd (left after item 1819-23), 10 members of the public.

1819-9 Election of Chair and Vice Chair of the Council

Cllr Child and Cllr Hyland proposed and seconded Cllr Lamb as Chairman.

Cllr Lamb and Cllr Phillips proposed and seconded Cllr Child as Vice-Chairman.

It was **RESOLVED** that Cllr Lamb and Cllr Child be Chairman and Vice-Chairman for 2018/19, and the declaration of acceptance of office forms were signed.

1819-10 Apologies: Cllr Matthews

1819-11 Public Forum

There was a query raised about minuting public comments in the open forum, noting there was an error on the date in the Minutes of 3rd April 2018 which was causing confusion. The Clerk acknowledged the error and stated that a summary of discussions in the open forum are included in the minutes. If members of the public feel the minutes do not correctly record the discussion then please contact the Clerk.

1819-12 Declaration of Interests: Cllr Phillips declared an interest in agenda item 21.

1819-13 Minutes of the meeting held on 3rd April 2018

Subject to the date at the top of the minutes being amended to read "3rd April 2018", the minutes were approved and signed as a correct record.

1819-14 Standing Orders

It was **RESOLVED** to amend Standing Order 5.k (Ordinary Council Meeting) as set out in the agenda.

1819-15 Core Documents

It was **RESOLVED** to adopt the Core Documents and Review Schedule as set out in the agenda.

1819-16 External bodies

It was **RESOLVED** that Cllr Child would be representative for the school, Batsworthy Cross and shop.

1819-17 Statement of Internal Control

It was **RESOLVED** to approve the Statement of Internal Control as set out in the agenda.

1819-18 Certificate of Exemption

The Clerk explained this was a new certificate which exempts the Council from having an external audit provided income and expenditure were both under £25000. It was **RESOLVED** that the Chairman should sign the Certificate.

1819-19 Internal Audit report

The Clerk reported the internal audit has been carried out and no issues of concern were raised. The auditors full report has yet to be reviewed and any recommendations will be reported to the next meeting.

1819-20 Annual Governance Statement

Council reviewed and agreed the Annual Governance Statement and **RESOLVED** that the Chairman should sign it.

1819-21 Accounting Statements 2017/18

Council reviewed and agreed the Financial Statements for 2017/18 and **RESOLVED** that the Chairman should sign it.

1819-22 Report from the District and County Councillor

Cllr Yabsley reported that the Local Plan will hopefully be adopted in June or July. The planning service covering the south of the district is currently understaffed. There are no updates to report on Batsworthy noise monitoring, other than more monitoring is to take place.

Highways have received an additional £6.5m for repairs, much of which will go towards drainage works. Patching works are also being undertaken. Cllr Yabsley urges everyone to report potholes when identified as insurance claims resulting from unreported potholes may not be settled. A and B roads are inspected regularly, but not minor roads. The main problem is keeping water of the road and there was a discussion on responsibility for blocked ditches.

Cllr Yabsley said that funds were available from his locality budget and new capital project fund. The Council showed Cllr Yabsley the unsatisfactory response received from Highways to its request for a review of signage in the village. He suggested replying seeking advice from Highways on options available and asked to be copied in on any further correspondence. There was a report of overgrown hedges blocking visibility from the A361. Cllr Yabsley agreed to investigate.

1819-23 The Common

- a. Landscape architects: Following the selection process, it was **RESOLVED** to appoint Swan Paul Partnership Ltd as landscape architect for the Common. It is intended to bring initial concept drawings to the next Council meeting.
- b. Topographical survey: It was noted that 2 quotes had been received for the topographical survey required for the design work, with one further quote still to be received. It was **RESOLVED** to delegate appointment of a topographical surveyor to the Clerk, in consultation all members, once the final quote had been received.
- c. Timeline: A draft timeline for the regeneration project was discussed and **AGREED**. This to be published on the website and noticeboard.
- d. Working group: It was **AGREED** not to set up a working group and that all members should be involved in any matters regarding the Common. It was reiterated no decisions can be made about the Common outside of a formal Council meeting.
- e. Use of the Common for organised events:
 - The drafting of a hire agreement which permits use of the Common for organised events is deferred pending the renewal of the Council's insurance policy to ensure all insurance conditions are covered.
 - Cllr Lamb reported that there had been an enquiry about using the Common for a firework display for a private party towards the end of July. Concerns were raised about warning residents (e.g. leaflet drop), frightening animals, limiting the times and number of people and ensuring safe practices were adhered to. It was noted the general public cannot be excluded. There was a discussion on the principle of whether the Common should be used for this type of private party, and should there be a charge. It was **AGREED**, that should a formal request to use the Common come forward, it will be considered at the next Council meeting.

- f. Hard court signage: The Clerk reported back on the quote received for an A4 “no bikes, dogs, food” sign. It was **AGREED** to seek a further quote for A2 size signs and additional wording “to prevent damage to the court”
Action: Clerk to obtain further quote
- g. Play area: No issues to report. It was noted the sandpit has now been removed.

1819-24 Highways and Footpaths: Nothing further to report.

1819-25 War Memorial

Cllr Lamb stated that following the accident where the war memorial was knocked over, it has now been moved to the yard of Richard Grant Memorials, where the cleaning work can take place. There doesn't appear to be damage to the granite.

The Clerk reported that, following the accident, the War Memorials Trust (WMT) have now asked for lots of photos of the condition and location of the memorial. They will also need to give permission should the Council consider relocating the memorial. A response is still awaited from Richard Grant Memorials on the WMT grant conditions for the cleaning and lettering work, noting work cannot take place without WMT's approval.

There was a discussion on whether the war memorial should be relocated to a quieter position within the centre of the village avoid it being hit again. It was suggested the site next to the well might be suitable as it is close to the church. While benefits of moving it were recognised, it was noted that some residents will be keen that the memorial remains where it is, and that it acts as an entrance marker to the village. It was **AGREED** that a possible relocation of the war memorial be included in any public consultation on the future of the Common.

Cllr Child reported she had contacted Witheridge PC about events marking the WW1 centenary, but they were not aware of any. Cllr Child will investigate any interest from the school.

1819-26 Trinity Well

Cllr Lamb reported he had spoken to the new owners of The Stag requesting they contact the Council when they plan to do rethatching, as there may be a benefit getting the well done at the same time. No other matters to report.

1819-27 Planning

The following decisions from NDDC were **NOTED**:

- 64498: Erection of one agricultural livestock building & associated works at land west of Rackenford Green Lane - granted
- 64137: Extension to dwelling and variation of condition 1 attached to 77/47/53/2 (agricultural workers occupancy restriction) to include other agriculturally related occupancy groups (amended description), Backstone Moor - granted
- 64484: Erection of detached garage at The Barn Lane past Blindwell Arm – granted

1819-28 Insurance renewal

The Clerk reported that so far only one quote has been received, others are awaited. It was **RESOLVED** to delegate renewal of the insurance policy to the Clerk, in consultation with all members.

1819-29 Finance 2018/19

- a. Financial report: The Clerk gave an updated on the current year finances as set out in the budget monitoring statement.

b. It was **RESOLVED** to approve the following payments:

- K Ward / HMRC clerks wages £282.77
- K Ward expenses £4.94
- Devon Association of Local Council subscription £84.43 (£73.44 + VAT)
- FA Phillips snow clearance and salting £1308.00 (£1090.00 + VAT)
- Rackenford Parochial Church grass cutting grant £200.00 (see min 1718-125)
- A Marshall for internal audit £104.63
- Insurance renewal – delegated to Clerk, up to budget of £900

1819-30 Data Protection Regulations

The Clerk informed the Council that the new regulations coming in from May 2018 will apply to the Council. A data audit will need to be carried out and a guidance note is being prepared for circulation to all members. It is important to note that information on individuals must not be kept unless necessary and cannot be passed on to a third party without their explicit consent. It was announced earlier this week that local councils will not be required to appoint a Data Protection Officer.

Action: Clerk to implement

1819-31 Batsworthy Cross Wind Farm: Nothing further to report

1819-32 Shop/School: Nothing to report.

1819-33 Correspondence: Notification of Peter Heaton-Jones MP local surgeries.

1819-34 Matters of Urgency for noting only

Cllr Warne asked about grass cutting on the Common. Cllr Lamb said Cllr Matthews was organising this with George Phillips.

Cllr Lamb reported that the next phase of knotweed and doc treatment on the Common was due and that he has asked for markers to be placed where the knotweed is.

Meeting closed 8.50pm

Next Meeting: Tuesday 3rd July 2018 at 7.30pm

Signed as a correct record:

Date:
