

## WEST BUCKLAND PARISH COUNCIL

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### **The Minutes of Meeting of the Parish Council held on Tuesday 28th June 2016 in the Committee Room, West Buckland Village Hall at 7.30pm.**

**Present:** Cllr's Mrs M Blogg (Chairman), D Lacey\*, Mrs C Hannath, D Mitton, C Rayson and C Silverlight.

**In attendance:** PCSO S Cridlin, County Cllr R Henley, two members of the public and the Clerk, Mrs J Larcombe.

**21/06/16. To accept apologies for absence.** Apologies were received from Cllr J Nutt. An apology was received from Cllr Lacey for missing the start of the meeting.

**22/06/16. Disclosure of interest in items on the agenda.** There were no disclosures.

**23/06/16. To agree the minutes of the meeting held on 31/05/16.** The minutes were agreed as a true record of the meeting and were duly signed by the Chairman.

**24/06/16. Matters arising from the minutes, not covered by the agenda.** There were no matters arising.

**25/06/16. Reports.** It was agreed to allow PCSO Cridlin and Cllr Henley to give their reports at this point in the meeting.

**a) Police.** PCSO Cridlin referred to the May Police Report, which was circulated by email at the end of May, and confirmed that it had been the Blackbird Inn where someone had left without paying. Councillors were informed about the theft of garden equipment from a shed in a garden in Dyers Close, which had been broken into recently. Everyone was asked to be vigilant and to report anything suspicious. Cllr Silverlight asked how many people were needed to form a Speed Watch Group. Best practice is to have 4 people carrying out a speed check but it can be done with 2 people. He also questioned how many incidents in the Police Reports eventually result in a prosecution. PCSO Cridlin explained the difficulties in being able to give Parish Councils all the information they would like. There is often a time gap before there is any prosecution and there is a lack of time available to put together this type of information. She will try to get some figures and some positive outcomes. It was reported to PCSO Cridlin that a member of the public had put a warning notice about speeding on a 30mph speed limit sign near Lee Park. Speed limit signs are the responsibility of SCC Highways Department but PCSO Cridlin said she would go and have a look at this.

PCSO Cridlin left the meeting.

\* Cllr Lacey joined the meeting at this point.

**b) County Cllr.** Cllr Henley said how concerned he was about the loss of the bus service and said he was trying to get other bus services into the village. SCC has offered a service which will leave the village at about 9.15am and take people to Taunton. The return journey to West Buckland will leave Taunton at about 5.45pm. Cllr Henley has told SCC that people in West Buckland want a service which takes them to Wellington. Senior bus passes could not be used on the planned 9.15am service. There is also the offer of a slinky bus service. He is intending to ask a formal question at the next SCC Council meeting. He will write another newsletter when he receives official notification about the offer from SCC. SCC has been cutting the subsidy for bus services for a number of years and there will be more cuts again next year. The No 20 service will finish on July 25<sup>th</sup> and Cllr Henley will find out where the service will terminate then.

Cllr Henley thanked the Parish Council for the sympathy card and condolences sent to his father, a former Parish Councillor, following the recent death of his mother.

**26/06/16. Democratic Period.** A member of the public said she had been told by a bus driver that people would not be able to use their bus passes on the slinky bus service and most people using the No 20 service use their bus passes. She said West Buckland did need a bus service even if it was on a reduced number of days. The WI has organised a petition about the loss of the No 20 bus service and they will be sending this to SCC.

The Parish Council survey about use of the No 20 bus service has shown there are 10 people, who have filled in the survey, who are using the service regularly. People want to mainly travel to Taunton and Wellington. There was concern that SCC hadn't officially contacted the Parish Council about the planned changes. The Clerk will collate the results of the survey and will write to SCC to raise the Parish Council's concerns about the loss of the No 20 service and the proposed alternatives they are putting in place. Of particular concern is the effect the loss of the service will have on people over 65 years of age. More than a quarter of people in West Buckland are over 65 years of age and this is likely to increase.

Cllr Henley and the members of the public left the meeting.

**27/06/16. Planning:**

**a) To consider any Planning Applications received by the Parish Council prior to the meeting.** No planning applications received.

**b) To receive decisions from planning applications determined by TDBC.** No decisions received.

**c) Update on planning enforcement matters reported to TDBC.** The Clerk has spoken to Mr Horan, Planning Enforcement Officer to get an update on the progress with the planning enforcement issues reported by the Council. A change of use application has not been received for Robinsons Smokehouse but Mr Horan has spoken to Mr Robinson's new planning agent regarding the application and expects to receive it soon. He has not received a planning application or spoken to a planning agent about the planning contravention at Gerbestone Manor Farm and that case will move forward in the enforcement process. The Parish Council will be informed when it goes to a meeting of the TDBC Planning Committee.

**d) Any other planning matters.** The Clerk is receiving the TDBC Weekly Planning Lists now. TDBC said they had not stopped emailing them each week and they should have been received.

## 28/06/16. Highways.

### a) **Matters arising from previous meeting/s.**

- **Removal of BT phone box.** Nothing further has happened. The Clerk was asked to contact BT to ask when the contractors would be returning.
- **Request for removal of redundant brown tourist signs.** No update.
- **Guidance on maintenance of finger post signs.** The Clerk will email Jo Sharpe, SCC Highways Officer, to inform her that West Buckland Parish Council is interested in maintaining the finger post signs in the parish and asking for advice on taking this project forward. She will also ask SALC if they could circulate an email to other Councils asking if any other parishes are interested in or have started maintaining their fingerpost signs, have they had any problems and how have they been resolved.

**b) To note any highway defects to report to SCC.** Potholes were reported close to The Old Forge and in Dyers Close. Cllr Silverlight said he was using the website [www.fixmystreet.com](http://www.fixmystreet.com) to report highways defects. Once reported on this site they are forwarded to SCC and a notification is also sent to the person making the report to say it has been received.

**c) To inform Councillors about an email from a parishioner concerned about vehicles speeding in the village.** The email had been circulated to councillors. The Clerk said following the last meeting, when an email from someone who was concerned about parking at the school was discussed, she had contacted SCC Highways Department, to enquire about carrying out a Highways Safety Audit for the village. She has been given contact details for someone in the highways planning department. The Council agreed this was the way forward and the Clerk will find out how this can be done.

**d) To inform Councillors about an email reporting overgrown vegetation restricting visibility on Buckland Hill.** Following the email vegetation around the junction at the top of Buckland Hill was trimmed back. Thanks were given to the person who trimmed the vegetation.

**e) Verges on M5 roundabout.** It was reported these have been cut.

**f) Any other highways matters.** There was discussion about cutting back the tree on the triangle at Church Drive. The Clerk said she was concerned about the Parish Council taking liability for a tree which is not its responsibility and the costs and liability which could result from this. The work which it paid for previously was simply to remove branches so Heathfield Garden Contractors could get underneath the tree to cut the grass.

## 29/06/16. Finance

**a) To agree and authorise payments.** It was resolved to make the following payments:

Heathfield Garden Contractors - £876.00 grass cutting and strimming (Chq no 1321)

Mrs J Larcombe - £234.42 Clerk's salary and expenses (Chq no 1322)

Mr K Abraham, South & West Internal Audit, - £90.00 internal audit (Chq no 1323)

As reported at the May meeting, following a verbal complaint about the untidy condition of a verge in Peacocks Close after it was cut, arrangements were made for the grass to be picked up the next time. The instruction was obviously misunderstood by Mr Hawker who has continued to pick up the grass after cutting this verge. It was agreed that the grass would not be picked up after cutting the verge. Cllr Mrs Blogg will tell Mr Hawker not to pick it up in future.

**b) Internal Audit Report.** Testing was carried out using sampling and covering a range of financial, risk and governance assessed as appropriate for a council of this size and complexity. Testing was satisfactory and there were no issues.

**c) To approve the Annual Accounts for 2015/16 and the Annual Governance Statement.** The Annual Accounts for 2015/16 and the Annual Governance Statement were agreed.

**d) Update from Task & Finish Group on review of Clerk's hours.** The Clerk has produced a break-down of her hours and work and circulated it to the Task & Finish Group. They are making arrangements to meet and discuss it, following which they will make a recommendation to the Council at the next meeting.

**e) Update on the purchase of a defibrillator.** Cllr Mitton said he had been informed that a new local grants scheme is being launched by the National Lottery in the near future. It was felt that this would be the best grant scheme to apply to for funding.

**30/06/16. To receive reports from:**

**a) Police.** Dealt with as item 25/06/16 a). It was noted £2000 of equipment was stolen when the shed at Dyers Close was broken into even though the shed was well secured. After much research PCSO Cridlin has discovered that a report of an incident of arson in Coburg Close was in fact the slashed tractor tyres in Silver Street, as in the April Police Report. It was shown as arson because of the options in the reporting system.

**a) Village Hall Committee.** Mrs Sue Portas is now the Booking Secretary for the Village Hall and she has been co-opted onto the Village Hall Committee. Quotes are being obtained for a new boiler and some light fittings have been replaced. The microphone system has been serviced and instructions for its use are now supplied. Cllr Mrs Blogg has planted up the flower trough near the entrance.

**c) Any Other Reports.** Cllr Mitton reported that today is the end of the consultation period for the TDBC Electoral Review. The proposal is for 43 District Councillors instead of 56. The next stage is to go out to consultation about how the wards are split up. There are 2000 electors in Monument Ward when the average is 1600. Although the average will increase it is important that as the Monument Ward is brought closer to the average. The Council will discuss this consultation at the next meeting.

**31/06/16. Playing Field:**

**a) Village Fete: to note that the Council's requirements for the use of the field have been met.** Cllr Mitton has been working with the Village Fete Committee to produce a risk assessment for the fete which the Parish Council considers is reasonable and fit for purpose. In future it will be the Fete Committee's responsibility to produce the risk assessment. Cllr Mitton has also written an event plan. A copy of the Fete Committee's public liability insurance has been given to the Council.

**b) Any other matters to note.** The Rospa annual inspection is being carried out during June and it is anticipated the report will be discussed at the next meeting. The new Playground Inspection Report Form will be used from 1<sup>st</sup> July. Ordering 5 litres of 'Wet and Forget' from GB Sport and Leisure Ltd will incur a delivery charge of £15.00. The same product plus delivery is available online for less than the product price from GB Sport and Leisure. It was agreed the Clerk could order the product online. A new 'No Dogs in the Play Area' sign is needed and Cllr Lacey will obtain details of the cost if ordered locally.

**32/06/16. Footpaths: any matters brought forward.** Contact details for a volunteer for the Adopt a Footpath Scheme have been given to Cllr Mitton.

**33/06/16. To note Headway Adolescent Services Ltd reply to an email from the Parish Council.**

In response to an email sent on behalf of the Parish Council to Tim Corbin, Operations Director, Mr Corbin cc'd the Clerk into an email sent to a parishioner telling them the vendor had decided not to sell the property in Lee Road to Headway.

**34/06/16. Further update on forming a speed check group in West Buckland.** Two more volunteers have come forward and their details have been given to PCSO Louise Fyne.

**35/06/16. Bus Survey – to discuss information obtained from the survey forms and note any information from SCC on the future of the bus service.** This was covered under item 26/06/16.

**36/06/16. Correspondence and items of interest.** The Community Council for Somerset are advertising for a Village Agent to cover an area including West Buckland. Cllr Mitton said SALC will be holding an Area Meeting to which CCS will be invited to come and talk about Village Agents. The Council felt they should have been told that CCS was recruiting a Village Agent to cover an area including the parish. The Clerk will contact CCS to tell them the Parish Council would have liked to have been informed prior to reading the advertisement. This Village Agent will be covering the last area in TDBC that doesn't already have a Village Agent.

An email from the Marketing Manager of Gigaclear plc was received by the Clerk shortly before the meeting. Gigaclear plc is planning to deliver its ultrafast fibre to the premise broadband service to homes and businesses across 2000 properties in the Blackdown Hills, this includes some properties in the parish. They will need to assess the demand before they commit to building and investing in the area and are holding a meeting on Monday 4<sup>th</sup> July at Hemyock to introduce themselves and to gain some local knowledge of how best to communicate within the area. They also want to start the process of understanding local land ownership to help identify major landowners with a view to negotiating wayleaves to install the trunk fibres along the edges of private land rather than in the highway to reduce local traffic disruption, speed up deployment and reduce the build cost.

**37/06/16. Any urgent business at the Chairman's discretion.** There was no urgent business.

**38/06/16. Date of next meeting.** The next meeting will be held on Tuesday 26<sup>th</sup> July at 7.30pm