

WEST BUCKLAND PARISH COUNCIL

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The Minutes of the Annual Meeting of the Parish Council held on Tuesday 27th May 2014 in the Committee Room, West Buckland Village Hall at 7.30pm.

Present: Cllr's Mrs M Blogg, Mrs C Biffen, Mrs C Hannath, J Nutt and C Rayson.

In attendance: the Clerk Mrs J Larcombe.

01/05/14. Election of Officers

a) **Chairman.** Cllr Mrs M Blogg was proposed by Cllr Mrs C Biffen and seconded by Cllr Mrs C Hannath. Cllr Mrs M Blogg was unanimously elected as Chairman and she signed the Acceptance of Office Form.

b) **Vice Chairman.** Cllr D Lacey was proposed by Cllr Mrs M Blogg and seconded by Cllr C Rayson. Cllr Lacey was not at the meeting but had agreed that his name could be put forward as Vice-chairman. Cllr Lacey was unanimously elected as Vice-chairman.

02/05/14. To appoint a representative to attend the quarterly SALC Area Meetings. It was agreed that Cllr Mrs Blogg would be the Council's representative. Cllr Mrs Blogg said this would be the last year that she wanted to be the representative to attend the SALC meetings. She will also be standing down as Chair for the SALC West Area at the end of 2014/15.

03/05/14. To appoint a representative to the Village Hall Committee. It was agreed that Cllr Mrs Hannath would be the Council's representative on the Village Hall Committee.

04/05/14. To agree the councillor responsible for the parish website. It was agreed that Cllr Lacey would be the councillor responsible for the parish website.

05/05/14. To accept apologies for absence. Apologies were accepted from Cllr Lacey. Cllr Mrs Blogg announced that Cllr D James had resigned from the Council for family and work reasons.

06/05/14. Disclosure of interest in items on the agenda. None.

07/05/14. To confirm the minutes of the meetings held on 29/04/14. The minutes were agreed as a true record of the meeting and they were duly signed by the Chairman.

08/05/14. Matters arising from the minutes. Cllr Mrs Blogg said she had looked at the sign on the Blackbird Inn and had noticed that it is in relief on one side but there is nothing on the other side.

09/05/14. Planning:

a) To consider any Planning Applications received by the Parish Council.

46/14/0014 Erection of single storey extension to dining room at rear of The Merry Harriers, Forches Corner, Clayhidon, West Buckland (resubmission of 46/13/0047).

Applicant: Mr R Payne. Comment: West Buckland Parish Council support the application.

46/14/0018/TEN Notification for Prior Approval for the replacement of antenna, cabinets and ancillary equipment to the existing telecommunications mast on land at Manleys Farm, West Buckland. Applicant: Telefonica (UK) Ltd. Comment: as West Buckland Parish Council has not received any objections they have no objections.

46/14/0019 Change of use of land to car park for The Merry Harriers, Forches Corner, Blackdown Hill Road, Clayhidon. Applicant: Mr R Payne. Comment: West Buckland Parish Council support the application.

b) To receive results from planning applications determined by TDBC.

46/14/0012 Change of Use of Plot 1 into car sales (Sui Generis) and siting of office and storage container at Foxmoor Business Park, Wellington. Decision: conditional approval granted.

c) Any other planning matters. The Clerk reminded councillors about the TDBC Planning Training Session on Wednesday 18th June when the main topic will be Community Infrastructure Levy (CIL).

10/05/14. Highways.

a) To report on work carried out by the SCC Highway Department and to receive reports on repairs that are needed. The pothole at Hockholler was filled in the day after it was reported. It was reported that the drains and gullies are blocked on Buckland Hill and there is an additional hole approximately 100 yards further down than the deer fencing.

b) Update on repairs to surfacing on A38 and speed limit. The temporary speed limit has been removed. The Clerk has written to SCC Highways Department asking that the speed limit is permanently reduced to 30mph to make the junction at The Worlds End safer. Cllr Nutt said he had had four complaints from parishioners in Lee Park who are now going the longer way around since the temporary speed limit was removed. It was noted that there is a large highways sign blocking the view when travelling back from Wellington.

c) Any other highways matters. Councillors noted the grass verges haven't been cut around the motorway roundabout or from the village to the motorway. The branches of the trees on the verge at Sawyers Hill are now spreading out past the verge. This will be reported to SCC.

11/05/14. To receive reports from:

a) District Cllr. No report.

b) Cty Cllr. No report.

c) Police. A Police Report for April was received by email. On the Monument beat there were 27 logs for the Police in April. Ten of these logs required an immediate response. Six of which were traffic related, one call was for a domestic incident, one call for an assault, one for an intruder alarm and one call in response to a firearm incident where the caller had found a shotgun. On investigation this was just a butt from a shotgun. Of the rest of the logs only 4 calls were traffic related and two calls to assist other services. Other calls were reporting such things as missing persons, animal welfare issues and requesting contact by the Beat officers. There were no reports of antisocial behaviour. Police Beat Surgery's started last month but unfortunately the first West Buckland Beat surgery was missed due to officers being committed rounding up a herd of cows at Milverton.

d) Village Hall Committee. Cllr Mrs Hannath had given her apologies for the last Village Hall Committee meeting and was unable to give a report. Cllr Rayson (Secretary of the Village Hall Committee) reported that the last meeting had been the AGM. There had been no resignations and everyone had been re-elected. The Committee has received a request for a defibrillator to be held at the Village Hall. This will be looked into. The more expensive

the defibrillator is the more refined it will be and the more expensive models give instructions to the people using them.

e) Any other reports. None.

12/05/14. Finance

a) To agree and authorise payments. It was resolved to make the following payments: Heathfield Garden Contractors - £640 grass cutting and strimming (chq no 1236)

Ken Abraham - £90.00 Internal Audit (chq no 1237)

Mrs J Larcombe - £221.20 Clerk's salary and expenses (chq no 1238)

b) To consider quotes for insurance renewal. The Clerk had obtained 4 quotes for the Insurance and these were from Zurich £538.43, Came & Co (Aviva) £670.63, Came & Co (Hiscox) £402.37 and AON £410.70. It was agreed to accept the quote from Came & Co for insurance provided by Hiscox for a one year term. A cheque made payable to Broker Network for £402.37 was signed (chq no 1239).

c) Internal Audit Report. In accordance with testing developed in the Financial Risk Assessment which continues to be a low audit risk, testing was carried out as appropriate from a appended list and all tests were satisfactory. The report noted that the precept and grant for 2014/15 were received early and in the year of audit which has inflated the balances held at 31st March 2014.

d) Update on online banking. The Clerk has spoken to the Internal Auditor about online banking and she felt that if a list of payments was signed by two councillors and there were regular checks of the bank statements it would be alright for the Clerk/RFO to make the payments online.

e) To agree to adopt New Financial Regulations. It was agreed to adopt the Financial Regulations.

f) Correspondence regarding early payment of precept by TDBC. TDBC has admitted that an error in their system led to the precept and grant being paid early. SALC has contacted Grant Thornton to ask if any additional charges to Town and Parish Councils could be waived but Grant Thornton has advised that they will have to charge as per their scale of charges for transparency reasons. TDBC has now agreed to reimburse Town and Parish Councils for any additional audit charge.

13/05/14. Playing Field: Any matters to note. It was agreed that Cllr Mrs Blogg would contact some local farmers/agricultural contractors to arrange for the Playing Field hedge to be cut as soon as possible in early August. They will need to have a high reach hedge trimmer to be able to cut the hedge.

14/05/14. Footpaths: Any Footpath Matters. It was reported that the Church Steps Footpath was overgrown. Cllr Mrs Blogg will contact Mr Stanworth and ask him to cut it.

15/05/14. Painting of War Memorial Railings. Mrs Pam Lacey has painted the railings around the War Memorial. The Parish Council asked for their thanks to her to be minuted. The Lacey family are cutting the grass around the War Memorial.

16/05/14. Rota for manning gate at Village Fete. Arrangements were made, on a rota basis, for Councillors to man the gate at the Fete.

17/05/14. Correspondence and items of interest. Cllr Mrs Blogg reported that she had attended the SALC County Meeting and passed on a letter of thanks from Mrs Pam Lacey for the Peter Lacey memorial trough. Cllr Mrs Blogg was assured by SALC that the remainder of the money raised would be passed onto the Parish Council soon. It was noted that the number of people on the Electoral register for West Buckland had reduced in December 2013.

18/05/14. Any other urgent business at the Chairman's discretion. None.

19/05/14. Dates of Next Meeting. The next meeting will be held on Tuesday 24th June 2014 at 7.30pm.