

WEST BUCKLAND PARISH COUNCIL

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The minutes of a Meeting of the Parish Council held on Tuesday 27th September 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, J Nutt, C Rayson and C Silverlight.

In attendance: Mr G Larson, Village Agent, one member of the public and the Clerk, Mrs J Larcombe.

75/09/16. To accept apologies for absence. There were no apologies.

76/09/16. Disclosure of interest in items on the agenda. There were no disclosures.

77/09/16. To agree the minutes of the meeting held on 30/08/16. The minutes were agreed as a true record of the meeting and they were duly signed by the Chairman.

78/09/16. Matters arising from the minutes not covered by the agenda. There were no matters arising.

Cllr Mitton joined the meeting at this point.

79/09/16. Democratic Period. Mr Larsen introduced himself as the new Village Agent for the area which includes West Buckland. Village Agents work with all ages dealing with a wide variety of issues, although a considerable number of their clients are elderly and involves social care issues. They also have the role of helping to shape services by feeding back to the appropriate body information about gaps in service e.g. transport provision. They can also motivate and support a community to respond to a local need by working together to address issues. He has been in post for two and a half weeks and has already helped ten clients, including one from West Buckland. Mr Larsen will be linking in with the local Police Beat Surgery and hopes to work with the Parish Council. Business cards with Mr Larsen's details were given to Councillors and a poster with his details will be put on the notice board to make people aware of the support he can offer and how he can be contacted.

The member of the public said she did not wish to speak.

80/09/16. Planning:

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

46/16/0023 Erection of a ground floor extension on the south elevation at Southmead, Silver Street, West Buckland. Applicant: Mr R Marchant.

Comment: West Buckland Parish Council support the granting of approval.

46/16/0024 Change of use of tractor shed to essential workers dwelling for a temporary period of 2 years (until approved workers dwelling is completed) for the free range egg production sheds on land at Gerbestone Manor Farm, Gerbestone Lane, West Buckland (retention of part works already undertaken). Applicant: Mr S T Ling.

It was noted Mrs Dunford, Planning Enforcement Officer TDBC, had recommended the temporary period of 2 years.

Comment: West Buckland Parish Council object to the approval of this application..

The existing building, approved under PPA 46/13/0007 (for a Plant Store, Grading and Packing and Seed Store), and now described in 46/16/0024 as a Tractor Store and Shed, looks like a normal dwelling house.

The council questions whether such a building could realistically be reverted to agricultural purposes? Has the wide security shutter on the North West elevation of the building been included? And if not, could this realistically ever be incorporated?

The application refers to the 'Change of use of tractor shed to essential workers dwelling for a temporary period of 2 years (until approved workers dwelling is completed)'. Presumably the application means approved under 46/13/0007? The council understands that that work on the Agricultural Workers Dwelling, approved under application 46/13/0007 on 19 July 2013, has not yet started (a condition being that work must be started in 3 years). If this is correct, that approval has now expired.

The council is concerned that in 46/16/0024 the Plans Of The Proposal (A1) DrNo 13/42 Plans & Elevations as Approved, is not the same as the Plans Of The Proposal (A1) DrNo 13/42B Plans & Elevations approved under PPA 46/13/0007. The approved plan was lower (plan labelled 'ridge height reduced') and shows no first floor windows. The plan (DrNo 13/42) is attempting to show that the building now described as a Tractor Store & Shed resembles the development originally proposed and approved as a Plant Store, Grading and Packing and Seed Store approved under PPA 46/13/0007 (DrNo 13/42B).

The council is concerned that the Temporary Mobile Home (approved under 46/10/0011 on 21 May 2010) remains on site (a condition of approval that it be removed by 21 May 2013). The council is concerned that an additional occupied dwelling (caravan) has been on site for months.

The council requests that before any decision is made on 46/16/0024, Taunton Deane Planning Department investigates the concerns of the council raised above and reports their findings to this council.

46/16/0025 Erection of extension to agricultural building for storage of machinery at Middle Stoford Farm, West Buckland. Applicant: Mr M Fletcher.

Comment: West Buckland Parish Council has no objections to the granting of approval.

The Council noted amendments to **46/16/0016** Change of use of premises to Class B1 (Food prep) with additional ancillary Class 1A (Retail) and retention of Smokehouse at The Old Haybarn, Morrishes Farm, West Buckland (retention of works already undertaken)

b) To receive decisions from planning applications determined by TDBC. There were no planning determinations.

c) Update on planning enforcement matters reported to TDBC. All the planning enforcement cases have been dealt with through planning applications.

d) Any other planning matters. No other planning matters.

81/09/16. Highways.

a) Matters arising from previous meetings

- **Removal of BT phone box.** No update.
- **Request for removal of redundant brown tourist signs.** No update.

- b) To note any highway defects to report to SCC.** Highways have marked a number of defects for repair.
- c) Update on Highways Audit.** Mrs Sharp has sent the link to access the document on speed limit criteria.
- d) Any other highways matters.** No other highways matters.
- e) To discuss the possibility of looking into employing the services of a Parish Lengthsman.** Cllr Mitton said Wellington Town Council is looking at the Community Warden Scheme. A Parish Lengthsman scheme operates in South Somerset but not in Taunton Deane. In order to be part of the Community Warden Scheme councils normally have to work with other councils. Wellington Town Council would normally have to work with a Parish Council but were unsuccessful in finding a Parish Council partner when the matter was discussed a few years ago. They are now going to go ahead on their own. Cllr Lacey said he had been talking to Mike Rigby from Bishops Lydeard about the person they employ to do work for them. Bishops Hull Parish Council also employs a contractor to do some work for them. SCC organise a licence for him and do not make a charge for this. Cllr Lacey will speak to Mike Rigby to get the contact details of the person they employ.

82/09/16. Finance

- a) To agree and authorise payments.** It was resolved to make the following payments:
SALC - £95.00 fee for Planning Training Session (Chq no1333)
Mrs J Larcombe - £191.94 Clerk's salary (Chq no 1334)
HMRC - £8.20 PAYE (Chq no 1335)
The Council has received £1705 from TDBC as its annual grant towards the upkeep of the Churchyard, the playing field and footpaths. The Parish Council will consider its annual grant towards the upkeep of the Churchyard at the next meeting.
- b) To note External Auditor's Report.** Grant Thornton UK LLP has reported that, on the basis of their review of the annual return, in their opinion the information in the annual return is in accordance with proper practices and no matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met. Other matters not affecting their opinion which they wish to draw to the attention of the Council for the year ending 31st March 2016: The Parish Council has considered, approved and signed the Annual Governance Statement (Section1) and the Accounting Statement (Section 2) on the same day and under the same minute reference. The Accounts and Audit Regulations 2015 stipulate that the Annual Governance Statement must be considered, approved and signed before the Accounting statements. In future the Parish Council will make sure the minutes clearly show the Annual Governance Statement was approved before the Accounting statements.
- c) Government consultation on capping local council precepts.** The Council considered the consultation document. Initially this has been aimed at larger authorities with a precept of £500.000 but it is now looking to include all Town and Parish Councils. If the Council wanted to increase its precept by more than 2% or the effect of the increase in precept added £5 or more to Town/Parish Council share of the Band D Council Tax it would need to hold a referendum. The Council's response will be agreed at the next meeting and Councillors were asked to consider the Parish Council questions in the consultation (Questions 4, 5, 6 and 7) in preparation.
- d) To discuss draft Grants Policy.** The Grants Policy was approved.
- e) To receive report on grant funding possibilities for the refurbishment of fingerpost signs.** Cllr Nutt reported the Council could make an application for Heritage Lottery Funding but this would need to be made in conjunction with other parishes.

83/09/16. To receive reports from:

- a) Police.** PCSO Cridlin has married and is now PCSO Baker. The Police Report for

August was circulated by email. There were 30 Police logs for the month for the beat.

b) Village Hall Committee. Cllr Mrs Hannath had not been able to attend the Village Hall meeting on 7th September so the report was given by Cllr Mrs Blogg. Rita Sanders was welcomed as a Trustee and the new representative for the Friendship Group.

Confirmation has been received of the renewal of the Hallmark 1 certificate. A few suggestions were made for improvements but generally a very satisfactory report.

The new boiler has been installed during August.

Still concern regarding the poor quality of the sink/taps unit in the kitchen. It was proposed that the outside of the hall should be repainted in May 2017.

Details for the Christmas Fayre were discussed and it was agreed to offer local businesses tables at the event. The next meeting takes place on 5th October

c) Any Other Reports. No other reports.

84/09/16. Playing Field:

a) Any matters to report from inspections carried out during the month; any actions taken or to be taken as a result. There were no matters to report.

b) Update on hedge trimming. The hedges haven't been cut yet and it is hoped this can be done before the field get too wet.

c) To consider quotes for the installation of the new goal posts. A quote has been received from GB Sports and Leisure and their charge would be more than the cost of the goal posts. Taunton Deane DLO will be asked to quote for the work.

d) Report on possibilities for refurbishing/replacing some of the safety surfacing in the play area.

e) To discuss a draft policy for use of the Playing Field. This item was deferred to the next meeting.

f) Any other matters to note. Cllr Mrs Blogg reminded councillors that the 'Wet and Forget' solution needs to be sprayed under the roundabout to kill the moss. Arrangements will be made to do this, preferably on a day when the Pre-school is not using the hall. The area around the roundabout will be fenced off overnight once the solution has been sprayed under the roundabout. Cllr Silverlight has offered to do the spraying and Cllr Mitton said he would provide the temporary fencing.

85/09/16. Footpaths: any matters brought forward. No matters brought forward.

86/09/16. Defibrillator – to discuss The Community Heartbeat Trusts maintained solution. The Clerk reported she was still waiting to hear whether the application to Awards for All for funding for the defibrillator had been successful. She explained the Community Heartbeat Trusts option for a managed solution. The advantages of this approach are: CHT becomes the owner in law, and therefore accepts the main liabilities; it takes control of policies and procedures and the site becomes accredited and if the equipment is out of service for any reason replacement equipment will be provided. It was agreed this was the best option. The Clerk was given power to act once she heard back from Awards for All. If the grant application is unsuccessful the Council will purchase a defibrillator.

87/09/16. Response to TDBC Rural Priority Areas Survey and NALC Community Led Housing Survey. Cllr Mitton reported he had responded to the TDBC Rural Priority Areas Survey on behalf of the Parish Council. He mentioned the link with the Village Agent and said the issues were communications and transport. He was not aware of any issues around mental health. West Somerset has a lot of houses with no insulation but that does not seem to be a problem in this area.

88/09/16. Correspondence and items of interest. There was no correspondence.

Cllr Mrs Hannath reported TDBC had cleared the ditch at Lee Park and had cut the hedge.

89/09/16. Any urgent business at the Chairman's discretion. There was no urgent business.

90/09/16. Personnel

a) To agree the Part 2 minutes of the meeting held on 30th August.

b) Report from Task & Finish Group regarding the Clerk's amended Job Description and changes to Terms and Conditions.

Items a) and b) were discussed in Part 2.

c) To agree a Grievance Policy. The Clerk advised the Council that it needed a Grievance Policy. A draft policy will be prepared for adoption.

91/09/16. Date of the next meeting. The next meeting will be held on Tuesday 25th October at 7.30pm.