

Staverton Parish Council Meeting

Wednesday 6 February 2019 at The Victory Hall, Landscope at 7.30pm

Public Forum

A Parishioner raised the issue of dogs roaming from a public footpath onto a field where his livestock are kept. He stated that he is considering fencing off the public footpath and wished to know the legal width recommended. Cllr Thorogood agreed to advise. It was also suggested to the Parishioner that he put together an article for the Parish News and for the Parish Facebook page to inform the public of the issues of dogs on fields.

DRAFT MINUTES

Present: Cllrs Warren (Chair), Catherall, Forte, Bloomer, Hill, Thorogood, Karen Smith (Clerk), District & County Cllr Hodgson and 4 members of the public.

06.02.01 Apologies for absence. Cllrs Loverock, Oldridge and Luscombe.

06.02.02 To note declarations of interest and dispensations in items on the Agenda. As Chair of the Court Room & Playing Fields Committee, Cllr Hill declared an interest in 06.02.05 regarding the Court Room and Playing Fields insurance. Cllr Bloomer also indicated as a member of that Committee, she also held an interest.

06.02.03 The minutes of the Full Council Meeting and Planning Committee Meeting held on 5 December 2018 were confirmed as a true record.

06.02.04 District & County Councillor Report

A copy of Cllr Hodgson's detailed report is available from the Clerk, on request.

Issues covered included:

- the potential transfer/closure of public toilets - Cllr Hodgson indicated that many Parish Councils are looking for financial assistance from SHDC
- speed of traffic from the A384 towards Wash – Cllr Hodgson is working on this issue with both Riverford and local residents to see what improvements might be possible to reduce the speeds on this road
- Cllr Hodgson has put forward a detailed motion asking DCC to support a Declaration of a Climate Emergency – the Parish Council will have this on its Agenda in March.

06.02.05 Court Room and Playing Fields

Cllr Bloomer presented a report from the Court Room & Playing Fields Committee.

Following full consideration of the Court Room & Playing Fields Committee accounts, the Parish Council **RESOLVED** to fund 100% of the insurance for Year 1 and consider the appropriate percentage contribution on an annual basis thereafter.

The purchase of the two storage containers was discussed. Cllr Warren queried the cost @ £2,000 + VAT each - it was clarified that cheaper alternatives had been of poorer quality and cost more on transport. It was **RESOLVED** that the Parish Council would buy the two containers and recoup the VAT. Negotiating the deal for supply and transport was delegated to the Garden Show Committee, but it was **AGREED** that the expenditure was to be capped at £4,000 + VAT in total, funds are already earmarked out of the Community Benefit Fund. The Garden Show will arrange to clad the containers and pay an annual peppercorn rent to the Parish Council for their use.

06.02.06 Neighbourhood Plan

A report from the Neighbourhood Plan Steering Group was received. Site visits have been postponed until early March due to a delay in getting funding from Locality authorised. £1400 grant funding has now been approved.

06.02.07 Highways

It was NOTED that the Unsuitable for Vehicles signage has been installed at the entrance to the Green Lane from High Beara to Lower Coombe.

A Parishioner has reported an issue of blocked drains at Parkfield Cross, indicating that DCC Highways were not inclined to assist with clearance. Cllr Hodgson offered to raise a complaint with DCC on behalf of the Parish Council. The Clerk will forward the Parishioner's email to Cllr Hodgson, after obtaining the relevant permission.

Unfortunately, the new Lengthsman has not yet received the required Safety Training to work on the roads. The Clerk will chase KJT on the next date availability and write to Jake Richards to inform him that the Parish Council require progress by the March meeting.

06.02.08 Emergency Plan

Cllr Warren updated on SWAST & Lights. The air ambulance has its own emergency floodlights, so the provision of emergency lighting is not an issue.

06.02.09 Finance

The financial report to January 2019 was received and **NOTED**.

BACS payments were authorised as per the Payment Schedule presented, although the payment to Simon Birbeck was adjusted down. It was **AGREED** to pay for 14 cuts rather than 13, but not any further over and above the schedule on this occasion. The Clerk will write to Simon Birbeck.

Cllr Thorogood presented an additional contractor invoice, which had been received after publication of the Payments Schedule. As this invoice relates to P3 work which has been approved by the P3 Team and has come in under quote, it was **RESOLVED** to authorise payment..

There have been two applications to the Community Benefit Fund:

- 1) Court Room & Playing Fields Management Committee
- 2) Staverton Wildlife Conservation Society

It was **AGREED** that Cllrs Oldridge, Catherall and Loverock will meet to review the applications and make a working party recommendation for consideration by Council in March.

It was **AGREED** that there should be a line in the budget in future for entertainment. Cllr Forte will liaise with Cllr Oldridge to set up.

06.02.10 Phone Box

A total of 12 members of the public responded by email to the Phone Box Consultation in January. 10 email respondents supported the idea to sell the Phone Box being considered; 2 respondents were against. There were also comments left on the PC Facebook page which suggested using the Phone Box as a Book Swap, which was supported by 2 others.

However, the Parish Council have been approached directly by a Parishioner who is extremely keen that the Phone Box remains in situ and has offered to maintain and look after it personally to this end. It was **AGREED** to give this Parishioner one full

year to take this project forward, after which time the Parish Council will review the matter.

The Clerk will draft a communication for the Website, Facebook & the Parish News on the outcome of the Public Consultation for transparency.

06.02.11 Allotments

The January 2019 Allotment Report was **NOTED**.

The Clerk is to write a letter of thanks to Andy Hayllor for his neat hedge cutting.

It was **NOTED** that the Clerk has arranged free advertising of the 3 vacant allotments in 'Around Ashburton' and 'Around Buckfastleigh' which both go out at the end of February. As these have a wide local circulation of 5000 in total, it was **AGREED** to hold off looking into buying an advertising banner for the time being. However, quotes obtained by the Clerk for a banner were **NOTED**.

06.02.12 Wolston Green and Staverton Playgrounds

The reports on both Playgrounds were received and **NOTED**.

Cllr Catherall advised that the groundworks for the new Playground Scheme are complete and RhinoPlay are due to commence installations next week. The Offer & Acceptance Paperwork for Earthwrights was signed by the Chair and the Clerk will forward it to EarthWrights with their deposit payment.

The current state of the Willow at Staverton Playpark was discussed and it was **AGREED** to obtain 3 quotes for its removal.

It was reiterated that the Grass cutting Schedule for Woolston Green, Staverton Playground and Woolston Green Playground is regarded as sufficient at 13 cuts maximum per year.

06.02.13 Affordable Housing

This item was deferred until March where Cllr Bloomer will present some information gleaned from Devon Home Choice.

06.02.14 GDPR

Discussion regarding a Data Retention Schedule was deferred until March.

06.02.15 Parish Council Administration

Draft Terms of Reference for the Planning Committee were deferred until March.

It was **AGREED** to hold the 2019 Annual Parish Meeting on Wednesday 24 April.

It was also **NOTED** that the 2019 AGM could not take place alongside the May Parish Council meeting, as that date falls before the Election. The date for the AGM was therefore **APPROVED** as Wednesday 15th May. The Clerk will remind Parishioners via the Parish News that this is an Election Year and they should consider if they wish to put themselves forward.

06.02.16 Parish Paths

An update on the Parish Paths was received. The works on resurfacing Path 13 (Southford Lane to the Railway) and scraping of Byway 41 (lane above Staverton Village) have been completed. The Contractor had to reinstate a drain on Path 13, which had been previously covered up, at a cost of £300 which will be covered by P3.

The gully which carries run-off from Southford Lane has been cleared but there is some evidence that there might be a blockage of some kind in the pipe which is causing overflow down the new path in heavy rainfall. This is to be investigated swiftly. There is a balance of P3 money available if remedial work is required. It was **RESOLVED** to get the landowner's permission to investigate the pipe and make a full assessment.

Cllr Thorogood confirmed that the Annual Returns to DCC/P3, which are due to be submitted by 11 February, are in hand.

A Parishioner had raised the signage at the entrance to the Riverside Walk in regard to Cyclists being Disallowed. Cllr Catherall confirmed that signage is there, but it is quite weathered. Cllr Hill suggested the writing might be enhanced with paint. Cllr Thorogood offered to look at it. The Clerk will write back to the Parishioner concerned saying that her comments are noted and the Parish Council will monitor the situation.

06.02.17 Provision of a Multi Purpose Building linked to the Pavilion

This is at the Feasibility Stage and an update will be deferred until March.

06.02.18 Staverton Public Toilets

SHDC have asked if there are any 'exceptional' circumstances for Staverton which might mean that the Parish Council's request for an ongoing financial contribution towards the running of the toilets could be considered. It was **AGREED** that Cllr Warren will draft a response. Cllr Hodgson offered to feed back to the Parish Council what other Parish Councils are raising.

06.02.19 Riverbank Erosion and Repair

As there is still only one quote received to date, this item will be revisited in March.

Cllr Thorogood advised that the Canoeists cannot solve the parking issue, so their landing proposal is on hold for the time being.

It was clarified that there are actually two trees which have washed down the river. They are located just above the sluice gates by Staverton Weir - one is straddling the river, forming a dam, and one is in line with it. The Clerk is to contact the Environment Agency. Standing Orders were suspended to allow a Parishioner to speak – this provided confirmation that the Environment Agency have been involved in the removal of a washed down tree in Staverton in the past, so that should have set a precedent.

06.02.20 Villages in Action

Nothing further to report.

06.02.21 Correspondence for Information

A Parishioner had written in to thank the Parish Council for the resurfacing of the path leading down to the river from Southford Lane. She also raised query on the progress of tree planting along the River Walk. Cllr Hill updated here that in respect of the Memorial Trees, it is proposed to plant a copper beech and a walnut tree and he is liaising with the Tree Warden regarding this. Cllr Hodgson raised that Moor Trees based near South Brent might be able to help with tree planting.

Another Parishioner had offered to plant some trees along the River Walk near Thurlborns. Cllr Hill clarified that this had the potential to interfere with an underground electric cable so it was not felt prudent to put forward.

More details have been received on the proposed plans for a village Riverbank Supper to be held in July between the leat gates and the Mill. This event was agreed in principle at the December meeting and the Parish Council were happy that things can

move forward without any further formal Agenda item. The Clerk will inform the organisers and forward advice received from the Parish Council's insurers.

06.02.22 Councillors Reports and Items for Future Agenda

Cllr Thorogood proposed that SHDC should be invited to the Annual Parish Meeting in April to explain what can and what can't be recycled.

06.02.23 Date of Next Meeting

The next meeting will take place on Wednesday 6th March at the Court Room, Staverton.

Parishioners' Question Time

- A Parishioner raised with Cllr Thorogood that she had noticed a certain green lane was not marked on the Parish Footpath Map.
- It was also mentioned that the Church are keen to talk to the Parish Council regarding the Toilets.
- An offer of help was made in respect of the potential blocked pipe at the top of Path 13.

The public meeting ended at 9.15pm.

Signed:

Chair

Date

If you have any queries about these minutes or would like more information, please contact the Parish Clerk: Karen Smith on clerk.stavertonpc@gmail.com