

**WILLAND PARISH COUNCIL  
DRAFT  
MINUTES FOR THE FULL COUNCIL MEETING HELD ON  
THURSDAY 10 JUNE 2004**

**Present:**

Mr Maynard, Mr Perrett, Mr Adair, Mrs Harrogate, Mr Mander, Mr Dennis (Dist Cllr), Mrs Crook, Mr Betsworth, Mr Hancock, Mr Burgess, Mr Tancock, PC Davies, Sgt Evans and the Clerk.

**1. Apologies**

Mr Bush, Mr Street and Mr Wills (Village Hall Committee).

**2. Chairman's Announcements and Correspondence:**

• **Citizens Advice Bureau – Outreach Service Extended**

The outreach project has been extended for another 3 years which is great news. The Clerk has displayed on the parish notice board.

• **MDDC Chairman, Vice Chairman and Leader Elections – Chairman's Visit**

Cllr David Pugsley has been elected chairman and will be visiting all parishes throughout the year.

• **David Pugsley – Rural parishes issues**

Mr Pugsley addressed the meeting stating that budgets and policies are being discussed for next year at present. Performance plans are also being prepared at the moment, the plan of action for this year which is produced with a questionnaire. The Parish Council will get a copy at the end of June for discussion at the July meeting. MDDC welcomes constructive criticism which will lead to a better budget for next year. A new clerk's manual of services offered by MDDC will shortly be issued to all clerks. Item for next agenda.

• **Devon Gateway Development Trust – Representative**

A representative is requested to sit on the trust. No one was interested. The Clerk to respond.

• **Division of responsibilities between DCC and MDDC**

A document has been produced which clearly defines responsibilities between DCC and MDDC. The Clerk to place the document on the notice board.

• **Mid Devon Association of Local Councils – 7pm on 24 June, AGM**

Next meeting to be held with a speaker, Edward Chorlton.

• **Planning Guide – May 2004**

The new document has been issued to Mr Maynard, Mr Perrett, Mr Betsworth and the Clerk.

• **Devon & Cornwall Police – Police Liaison Meeting 7.30pm on 15 June**

Police Authority is keen to provide feedback on services.

• **Devon County Council – Orchard Way resurfacing**

The resurfacing will be undertaken later in the Summer.

• **Mid Devon County Council – Planning Department temporary changes**

Due to staff shortages, the Planning Department is only available to the public on Mondays and Thursdays between 9.30am-12.30pm.

• **Contract of Employment for Nina Ashley – revised**

The Clerk required a new updated contract of employment to meet current regulations. This was unanimously agreed and signed by both the Chairman and the Clerk.

- **MDDC – Provision of Play Areas and Public Open Space Funds**  
Item for next agenda. Funding request to be decided.

- **Winged Fellowship Fund**

It was agreed that £60 would be donated to the fund. The Clerk to organise.

3. **Minutes of the Full Council Meeting held 13 May**  
The minutes were agreed as a true and correct record.

4. **Accounts:**

- **Cheque signing**

<b>Gross</b>	<b>Details</b>	
£148.83	British Telecom	Clerk's phone
£100.00	Culm Voluntary Car Scheme	Grant
£745.00	Brian Bussell	Grass Cutting Contract
£19.90	Mrs Ashley	Stamps and Mobile calls
£30.00	M J Phillips	Internal Audit Fee
£63.66	Mr M Snell	Salary uplift April & May
£43.48	Mrs Ashley	Salary uplift April & May
£870.00	Astra Printing Group	Parish Mag Apr/May
£12.00	DAPC	Standing Orders
£15.00	Mr Snell	Litter Collection Bags
£61.87	Allianz Cornhill	Insurance top up

- **Approval of accounts year ended 31 March 2004** – The accounts were unanimously agreed by the Council.

- **Completion of Annual Return and Statement of Assurance**

The Annual Return was unanimously agreed and signed by the Clerk and the Chairman. The Statement of Assurance was read out in full the content of which was agreed by the Council. The Clerk to despatch as soon as possible – deadline 28 June.

- **Signing of Accounts and Annual Return by David Maynard**

The documents were signed as necessary.

- **Transfer £20,000 to Business 30 Day Notice Account**

It was agreed to transfer £20,000 from the Treasurer Account to the Business Account in order to attract as much interest as possible.

- **Adoption of Financial Regulations**

Finance committee meeting to be organised to by the Clerk as soon as possible in order to agree the Financial Regulations to be adopted by Willand Parish Council.

5. **Matters Arising:**

- **Mid Devon District Councillors Burgess, Dennis and Ward**

**Matthew Burgess**

Waste management might be able to be dealt with by community groups. Recycling Officer is looking into this possibility. Community Composting groups

**Eddie Dennis**

Housing Stock – MDDC to be selling the stock to a new housing association to be form. Decision will need to be made by October 2006. An alternative way needs to be found to fund housing requirements.

Grass cutting – the rest of the grass was cut again. It should be cut next week, so hopefully it will be better than last month's cut. Jaycroft is currently on a lower cut ratio. Mr Dennis is hoping that Westbury's might get involved in.

Antisocial behaviour – Willand Moor development has experienced increased antisocial behaviour and the Willand Moor Residents Association are liaising with the Police on this issue.

Quality of Life Report – Willand is showing up differently on the targets now that Willand is linked with Uffculme. Figures can be obtained from Mr Dennis.

- **Devon County Councillor Berry**

No apologies received.

- **Devon and Cornwall Police**

PC Davies stated that WPC should inform the Police about the fence that has been erected at the allotments. Mrs Lane has now completed her evening with PC Davies.

There has also been an allegation of criminal damage with regard to the laying of the cemetery stones that were deemed unsafe. It was reported that a number of offences were currently being investigated. Neither the Clerk nor the Chairman had been made aware of this allegation prior to the Council meeting.

With regard to the enquiry line it was suggested that the Council should write stating that there are problems getting through on the 08452 777444 number. PC Davies is now dedicated to Willand. Sgt Evans was disappointed about negative comments on policing but was pleased by the positive comments regarding improvements seen in Willand. Sgt Evans reiterated the importance of reporting all incidents of criminal damage.

Partnership Funding – is there any available for the lighting in the dark corner of the playing field. The Clerk to send another letter requesting funding for additional lighting.

- **Health and safety issues reported**

Water trough in the Cemetery has been raised as a health and safety issues. The Clerk to check the regulations. MDDC Safety Officer to inspect. Clerk to organise.

Willand Moor ditches are over 2 inches of water – drowning concerns. Mr Dennis and Mr Betsworth.

- **Parish Plan Steering Group update**

Monday 7 June meeting, grant of £2,000 has been agreed. Most of the questionnaire has been agreed except the format. Next meeting - Monday 12 July 7pm.

- **Emergency Planning update**

Work in progress.

- **Play Equipment update – play area inspection report / quotation for repair**

The Village Hall are keen for the swings to be removed as soon as possible.

- **Robin Hood event marketing / other organisations stalls**

Nick Street is getting 3 big blackboards made up to advertise the event the week of the event. Neighbourhood Watch and Pre-school have been invited to attend the event. Thanks to Brian Holmes for his part in publicising the event in parish magazine.

- **Parish Lengthsman – areas for attention**

Footpath to the Esso garage on the right hand side from Gables Road is full of nettles. Village signs washed. Area opposite the composting entrance is constantly overgrown, it is a public highway and DCC have a responsibility to keep bus routes clear. The Clerk to organise.

- **Allotment Thefts**

There have been 6 thefts. The heras fencing is now in place.

- **Cemetery and churchyard risk assessment update**

Mr Maynard read out the minutes from 13 May on this issue. Every 5 years every Council has to make checks for risk assessment purposes. The only options available to the Council in the event of finding unsafe memorials, was to lay them flat, close the cemetery or stake them. At the previous meeting it had been agreed that they were to be laid flat.

The Chairman read out the letter received from Nick Sanderson, Bereavement Service at MDDC.

An article for the Parish Magazine on this subject is to be placed on the next agenda.

- **Letter of Complaint – Mrs J A C Moore, Willand**

The letter of complaint was read out. The Clerk to reply in writing. Questions were put to both the Chairman and the Clerk by the complainant and the Police present, which were duly answered by the Chairman and the Clerk.

Public question – Will the Parish Council be paying for the memorials to be repositioned?

The Chairman stated that the Council would not be paying for any memorials to be repositioned but that the matter rests firmly with the stonemasons concerned.

Public question – Has the Parish Council incurred any cost on this issue to date? The Chairman answered that no costs had been incurred to date.

- **Email of Complaint – Mr M Ashwin, Willand**

The email of complaint was read out. The Clerk to reply.

- **Village Hall Committee Loan – representative to attend**

Apologies received from Tony Wills who would like more time to prepare a proposal. Tony Wills or a representative will attend the July meeting.

- **Police Authority Letter – response received**

The Clerk read out the letter of reply that stated that PC M Davies would be able to offer 50 more hours per month for Willand. Willand Parish Council was pleased with that news.

Neighbourhood Watch is hoping to generate more interest in supporting it.

**6. Committee Structures**

The new Committee List to be distributed to all Councillors by the Clerk. Mrs Crook is to join Environmental Committee and Mr Mander to join the Planning Committee.

**7. Planning – see separate agenda**

**8. Questions**

The hedge by Somerlea has not been cut very well. MDDC deals with that. Mr Dennis to organise.

The meeting was closed at 9.40pm.