

WILLAND PARISH COUNCIL
draft
MINUTES FOR THE FULL COUNCIL MEETING
HELD ON THURSDAY 13 JANUARY 2005

Present: Mr Maynard, Mr Perrett, Mrs Crook, Mrs Harrogate, Mr Hancock, District Cllr Dennis, County Cllr Berry, Mr Mander, Mr Tancock, Mr Adair, District Cllr Burgess, the Clerk and Mrs Oliver.

1. Apologies

Mr Bush, District Cllr Ward.

2. Chairman's Announcements and Correspondence:

• **MDDC Cemetery Grant**

A letter has been received from MDDC stating that no grant would be available this year to Willand. Thoughts may need to be given to increasing cemetery charges. Agenda item next meeting.

• **Willand Allotment Holders Association – copy of letter**

A copy of a letter has been received that has been forwarded to MDDC regarding the boundary fence. The heras fencing is there ready to go in. Clerk to contact Adrian Cook at MDDC and Simon Duckett to organise installation.

• **NALC – Tsunami Disaster**

The NALC has advised that whilst Parish Councils are welcome to get involved in raising funds and community efforts towards the tsunami, but actual council fund donations are not allowed under current legislation.

• **Letter from Willand School Governors – Youth Shelter**

A letter has been received from the Governors expressing concern at the Parish Council's recent discussions on erecting a youth shelter in the parish field. The Parish Council felt that youth behaviour would not worsen in terms of graffiti. It was suggested that the Clerk send a letter of response back to the school asking for input as to the suitable location of a youth shelter. The Parish Council unanimously agreed that the youth shelter would still be planned for the future subject to further costings and discussions. See Youth Shelter below.

• **Local Councils Update – Web access**

The publication is now available on the internet. It was agreed to try the service for a year at an additional cost of £40. The Clerk to organise.

• **Environment Agency – Links publication**

The Environment Agency has published a new document. These were distributed to the Councillors at the meeting.

• **MDDC Affordable Housing Strategy – Consultation deadline mid Feb**

MDDC has issued an Affordable Housing Strategy document for consultation. The Old Market was mentioned for 4 units as affordable housing in the consultation document. It was noted that our housing needs survey is going out with the next parish magazine and will be collected door to door in March.

• **MDDC Affordable Housing Strategy – Consultation Day, Wednesday 2 February, Hartnoll Hotel starting at 9.30am to 2.30pm**

A one day Consultation Day is being held. It was agreed that Tony Mander may be able to go – to be confirmed. The Clerk to complete the form.

• **Mid Devon Police Authority Liaison Meeting – Thursday 27 Jan, 7.30pm**

It was agreed that no one was able to attend although one member of the public expressed an interest in attending.

- **DAPC – Tsunami Aid**

It was agreed that the information would be filed.

- **Sue Lane – Bat inspection and owl box request**

Sue Lane and her husband have offered to pay towards a bat inspection at Meadow Park which would be carried out in the Spring each year. She has also requested whether it would be possible for the Parish Council to fund any owl boxes. Birdscape have confirmed that Tawny Owl boxes cost £38.99 each and Barn Owl boxes cost £65.00. The cost of the additional inspection would be £90. Birdscape will need to be notified in the next couple of weeks if owl boxes are requested for this season. It was agreed that 2 Tawny Owl boxes would be ordered now ready for the season. This was unanimously agreed. The bat inspection was also agreed as an annual charge. The Clerk to organise.

- **Village Hall**

Lights

The lights have been placed in the wrong place. The lights are to be placed in the correct position shortly by DCC's contractor.

Grant Request

The Village Hall is looking for £320 (payable to Uffculme Environmental Ltd) towards the toilets and kitchen refurbishment. Mrs Harrogate declared an interest and took no part in the vote. It was agreed that the donation would be made. The Clerk to organise.

3. Minutes of the Meetings held:

- **Full Council 9 December**
- **Planning Committee 9 December**
- **Finance Committee 6 January**

These minutes were agreed as a true and correct record. Mr Justin Roxburgh has been invited to the next meeting for further discussion on the affordable housing planning application. To be confirmed. It was suggested that he should attend a meeting after the Housing Needs Survey has been reported.

Mr Berry to chase up the two dead trees in Lloyd Maunder Road at DCC. There are also 2 holes in the fences that require attention. The Clerk has already written about this but no response has been made.

4. Accounts:

- **Cheque signing**

Number	Gross	Details	
	£34.06	South West Water	Allotment Trough
	£293.75	Audit Commission	Year ended 2004 audit
	£111.67	Viking Direct	Stationery
	£15.10	South West Water	Cemetery Trough
	£35.37	Nina Ashley	Stamps and stationery
	£82.00	Society of Local Councils	Subscription renewal
	£885.00	Astra Printing Group	Parish Magazine

These cheques were duly signed at the meeting.

- **Income this month**

£346 has been received from Cemetery charges and £252 from Parish Magazine.

- **Precept Proposal – to be finalised during the meeting**

The Finance Committee recommended a precept figure of £24,567. This was unanimously agreed at the meeting and the Clerk is to complete the relevant paperwork as soon as possible.

5. Matters Arising:

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

Mr Burgess:

The budget is rumbling on still and has now gone to Resources Committee and will go back to Full Committee. This is regarding budget cutting problems.

Uffculme have had a planning application for the industrial waste machine installation. Although, there is delay due to crested newt inhabitation which is an endangered species.

Mr Dennis:

MDDC are still planning cutbacks, some 23 organisations will suffer 33% cut in their budget in this ward this year. This has not yet been finalised. A review is currently being undertaken.

Changes in legislation – Defra is currently dealing with cars for sale at the roadside which is not legal. Please report any future sitings to Mr Dennis.

The roundabout requires sponsorship for the planting maintenance.

Verbeer Manor – Caravan application is recommended for refusal by MDDC due to highway issues. The junction would have to be reorganised.

Kentisbere Recycling Centre – DCC have realigned the road layout and recommending approval. The Parish Council are now considering approval too, therefore we are unlikely to see it coming to Willand.

The Local Plan will be discussed in Cullompton tomorrow. Mr Dennis is keen to attend to keep tabs on weight restrictions and speed limit on the B3181 to Willand.

Concerns were raised again by Mr Adair regarding the free staff and member parking in Tiverton when other agencies will be faced with budget cuts. Mr Dennis reported that £290,000 has been saved by MDDC by removing leased vehicles and this matter has not been finalised.

• **Devon County Councillor Berry**

Post Cross – rounding of the corners will take place soon, the double lining is taking place with 40mph Cullompton side with regard to the Recycling Centre. The public are welcome to attend a forthcoming meeting on this but you may apply to attend if you write to Development Control, B Glidden at DCC, Exeter by 22 January at the latest. The development is due to open July/August.

Uffculme School have a planning application for the new hall at the school, for sports hall, dance studio, fitness suite and changing facilities.

Composting industrial machine – planning application in (see Mr Burgess above).

Speed restrictions are proposed by the quad biking centre on the B3181. A 50mph speed restriction is planned shortly to reduce the accident black spot.

The Police are trying to get more Police visible in rural areas. Uffculme, Bradninch and Willand currently have a Neighbourhood Beat Officer.

Gypsies have been on the agenda again at DCC and have attracted considerable media coverage. Government policy dictates that gypsy sites are provided in each county, with charges applied by Social Services. Plans were put together by the Policy and Property Dept and presented to the Farms and States Committee but were confidential until such time as farmers were told of the fate of their farm! A large meeting took place and DCC decided to look for 4 new sites and formulate plans for the development executive. Some brown field sites may be utilised instead.

Council Tax is under discussion – it should be under 5%.

Cuts in highway maintenance are going to be opposed by DCC due to the importance of the maintenance of good infrastructure.

Mr Maynard raised the issue of the Multi Use Games Area which has now been dropped. The Clerk provided an update and Mr Maynard expressed his concerns that we had not been contacted directly about it. The Clerk provided Mr Berry with Jill Borrow's contact details.

• **Devon and Cornwall Police / Cemetery Reports**

The Clerk read out the police report during the meeting.

The Chairman reported that used and empty packets of condoms have been spotted at the Cemetery. There has been no update on this from the Police.

- **Health and safety issues reported**

There is currently a hole in the playing field grass in front of the bench in the playing field. The Clerk to ask Brian Bussell to refill.

- **Parish Plan Steering Group update**

A meeting was held last night and the printing of the survey is currently underway. Estimated cost of printing will be £400 plus VAT and the Clerk requested that the invoice be sent direct to the Clerk. Next meeting 14 February. Envelopes will be paid for at a cost of £60 by the Parish Council.

- **Parish Lengthsman – areas for attention**

No problems reported.

- **Youth Shelter**

The panels should be full length although drilled out. At least one third of it should be open, with a concrete base, moveable facility, and constructed of stainless steel. The Clerk to get a revised drawing and quotation from Stoneman Engineering. The Clerk to write to Youth Services immediately stating that the final decision will be made on 1 February. This gives them the chance to make final alterations to the planned decision. The Clerk to advise the school (see above).

- **Village Enhancements**

Christmas Lights

Sponsorship may be required to assist with costs. There was a concern raised about the cost which would be a one off cost of £200/£300 payable to DCC for each lamp post socket. There would then be a nominal annual charge towards electricity. Each display would cost in the region of £100 including installation and each year different displays can be arranged. It was suggested that Silver Street be decorated first around the junctions with the Old Village and Gables Road. It was agreed that the Clerk is to arrange a meeting shortly with Torbay Displays to discuss the matter in more detail. Full costings would be required before that Council could make a final decision.

Goal Posts

A quotation has been received to the value £812.91 for one pair. It was agreed that this seemed very expensive and the Chairman agreed to speak to Rob Stoneman direct.

Planters

The Clerk to place an advert in the parish magazine to see if there is any interest in maintenance. Nominal pay offered. One member of the public expressed an interest and the Clerk is to investigate further.

- **Parish Councillor Vacancies and Applications (6)**

Applications have been received from Diane Batchelor, Gordon Davis, Nigel Crawford, John Crocker, John Holmes and Martin Grace. Each candidate was given the opportunity to make a very short presentation on themselves and what they thought they could bring to the Council. An election was then held during Part II under Local Councils Administration rules.

- **Willand Fair / Common Players**

Mrs Harrogate would be really interested in taking the Fair on. Mrs Harrogate to organise an article in the parish magazine. The Fair is to be publicised at the Annual Parish Meeting. Mrs Harrogate may consider organising a committee of people willing to help with this event. Dates suggested, one Sunday in July starting at 4pm. The Clerk to organise a date immediately.

6. Cemetery:

- **Grave Digging – Health and Safety**

A health and safety document has now been received from MDDC. It was agreed that Rex Saunders should be asked to provide a method statement himself. The Clerk would be available to assist him in the production of that. It was agreed that this should suffice for insurance purposes. The Clerk to organise.

- **Grave Digging – Method Statement request responses**

All local funeral directors were asked to present a method statement of their grave diggers but none have yet been received. One funeral director had responded stating that they were not able to provide such information.

- **Home Office Exhumation Licence**

The Clerk explained the recent problem in the cemetery. Culm Valley Funeral Services had misplaced some ashes in family cremation plot R3 when they should have been buried in R2. The clerk had issued a map of the site clearly marking the grave and had instructed the funeral director to use Rex Saunders the grave digger, whom she had instructed to mark and dig the grave in preparation. The funeral director then decided not to use the grave digger but dug the grave themselves, but did not notify the Clerk or the usual grave digger.

An Exhumation Licence was then sought from the Home Office which has been received this week. The ashes are to be exhumed this weekend with the Clerk in attendance.

Lessons have been learnt from this dreadful situation. The funeral director concerned has sent a letter of apology to the families in question and indeed sent flowers by way of an apology. The Clerk has decided that all graves must be allocated during an on site visit with each funeral director in future to ensure that this situation never arises again, rather than leaving it to mapping and the grave diggers markings alone.

7. Maternity Leave Timescale and Cover

The Clerk explained that she intended to take maternity leave from 15 April, ensuring that the year end accounts are finalised ready for the internal and audit commission audits in June. Payroll also needs to be set up. A temporary replacement is currently being sought for a period of 7 to 8 months. The Clerk will take 6 months maternity leave followed by 5 weeks accrued holiday. The Clerk is expected to return 21 November 2005.

Confirmation of appointment of a temporary replacement will be confirmed in due course. As this is only a temporary post, there is no requirement to advertise for this post. Any candidates considered must of course offer suitable skills.

8. Public Questions

There were no public questions.

Items to be tabled:

Local Councils Update Dec 2004

The meeting was closed at 9.30pm.