



WILLAND PARISH COUNCIL

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THE MINUTES OF THE COMMUNITY SUB COMMITTEE HELD ON THURSDAY 4TH SEPTEMBER 2014 AT 19:00 MEETING IN WILLAND VILLAGE HALL

PLEASE NOTE: All Council Meetings are electronically recorded in the interests of accuracy.

MINUTES

Present: Cllrs Wilcox, Ursell, Warren, Phare, Grantham, Mander, Parish Clerk Tracy Leaman

1. **Apologies:** None
2. **Chairman's announcements:** Meeting recorded. Cllr Firkins has resigned from the Parish Council with immediate effect.
3. **Minutes of meeting held:** Thursday 14th August 2014. The following amendments were made – item 4 last sentence gave replaced give, item 6 CIO application replaced constitution. Once amended Cllr Warren Proposed, Cllr Ursell Seconded that they be signed as a true and correct record, unanimously agreed.

19:03 Cllr Mander joined the meeting

4. **Proposed Tenants:** Cllr Warren forwarded Cllrs notes from meetings held with the Pharmacist and the Doctor's practice prior to the meeting. He also brought both parties up to date with the current situation earlier today. The Doctors have compiled a wish list, including room sizes, Cllr Warren will amend the plans, this will not affect the planning application. **Action - Cllr Warren**
5. **Building Costs:** The current costs assume one person managing the site and are therefore not useful. New building costs will be sought when the next plans have been drawn up as these can be given to builders for a 'total build' quotes. Cllr Ursell is meeting with a builder to discuss the build next week. **Action - Cllr Ursell**
6. **Planning Application:** The current plans have removed the porch, taken out the hedge and redesigned the car park. These plans will be emailed to all Cllrs. It was agreed that Cllrs Warren and Ursell will arrange a meeting to discuss these plans with Thea Billeter MDDC. If a wildlife survey is required by MDDC the

Parish Council will ask Simon Green for permission to use the one he commissioned. His advice can also be sought about the use of a CDM. **Action – Cllrs Ursell, Warren.** The current plans are suitable for the planning application only. The next level of plans required will meet Building Control's needs. A Structural Engineer will have to visit the site the Architect can then use the Structural Engineers findings to draw up the next plans, these will include all weight bearing and internal fix details. The cost of the Structural Engineer and Architects next drawings is estimated at £6,500 - £7,500. Cllr Ursell Proposed, Cllr Phare Seconded that the Parish Council instruct the Architect to contact a Structural Engineer for a quotation for the anticipated work, unanimously agreed. If the price is acceptable the Structural Engineer and Architect will be instructed to go ahead with the next plans. Permission for this will be sought at next month's meeting or an emergency meeting will be called. Cllr Warren has amended the Architect Design and Access Statement and sent it back to the Architect. Cllr Ursell is meeting with County Cllr Ray Radford tomorrow for possible funding. **Action – Cllrs Ursell. Action Cllrs Warren Ursell**

- 7. Charity Application:** Cllr Warren has completed the majority of the work, the signatories need to be updated following Cllr Firkins resignation and the business plan needs to be completed prior to submission. Cllr Phare Proposed, Cllr Wilcox Seconded that the latest draft of the CIO application be submitted, unanimously agreed. **Action – Cllr Warren.**

A decision is needed as to how and what is transferred from the Parish Council to the CIO. The application is written in such a way that the Parish Council retains the ownership and freehold of the land but gifts the current building to the CIO. A legal agreement will be needed for this and it ought to be confirmed that this can be done taking into account the covenants with DCC and agreement with MDDC if ever it ceases to be used for Community benefit. The same agreement will have to deal with a probable peppercorn ground rent and an extended agreement for the charity to use the land just to keep things 'tight'. It was agreed that Cllr Ursell would discuss this with the Solicitor used to purchase the site. Costings will be needed prior to the next meeting. **Action – Cllr Ursell**

It is possible that a CIO be registered for VAT. Where some funds are raised through providing services, hiring out facilities and the like they can attract VAT if you have a turnover over the limit. You can then claim VAT back. This issue needs to be explored and whether the project could get a certificate exempting it from VAT. Cllr Ursell is currently exploring the options and will ratify his findings with an accountant, a briefing not will be distributed to Cllrs prior to the meeting. **Action - Cllr Ursell.**

A meeting will be arranged with Paul Tucker so funding can be applied for from Viridror. Cllr Ursell is dealing the business rates/council tax at the property and will contact Nick Seddon about the rent. Padlocks will be purchased, the key holders will be Cllrs Ursell, Warren and the Clerk.

Meeting closed: 20:10
Cllr Frances Wilcox
Chair Willand Community Sub Committee