



WILLAND PARISH COUNCIL

Clerk to Parish Council Mrs T Leaman, 11 Lower Town,
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THE MINUTES OF THE COMMUNITY SUB COMMITTEE HELD ON THURSDAY 5TH FEBRUARY 2015 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, Grantham, Clerk Tracy Leaman

1. **Apologies:** Cllr Mander, Phare
2. **Chairman's announcements:** Meeting recorded
3. **Minutes of meeting held:** Thursday 4th December 2014, Proposed Cllr Warren
Seconded Cllr Ursell, unanimously agreed that they be signed as a true and correct record.
4. **Matters arising:**
 - Liaising with neighbouring properties - Cllrs Ursell and Grantham have visited two neighbouring properties, the next door property needs visiting. **Action Cllr Grantham**
 - Hedge cutting – Proposed Cllr Warren, Seconded Cllr Grantham, unanimously agreed, reducing hedge to ground level and to a height of 2 metres where necessary. Cllr Warren to clarify with Simon Green where the hedge is to be removed and trimmed. The site can then be secured by PC Haras fencing. **Action Cllr Warren**
 - Site clearance by handyman – Cllr Grantham to confirm the hours the handyman would need to carry out site clearance, remove/cut hedge and replace corner brickwork to building. **Action Cllr Grantham**
 - Queries raised following weekly inspections – Smoke alarms – ignore, electricity – turn off at mains. Purchase of hasp and staple, unanimously agreed. **Action Cllr Grantham**
 - Tools – next meeting
 - Cllr Warren urged less delay on agreed actions.
4. **The building** – Application approved - Ratification of unanimous agreement to go ahead with the next phase as advised by architect including the appointment of a Drainage Surveyor, Structural Engineer, M&E Engineer and Quantity Surveyor,

£9000 + VAT. Proposed Cllr Grantham, Seconded Cllr Wilcox, unanimously agreed.

- 5. Proposed tenants** – Cllr Warren confirmed the updated pharmacy plans have been submitted to the Architect. Doctors need rent and business rate values and have offered to pay 5 years rent up front. Cllr Warren waiting for a reply from the Doctors re figures.
- 6. Community awareness and participation** – One response received from mail shot, CAMEO, to be contacted. Margaret Dennis had offered the PC an opportunity to have a display at the Sunday Market, 29th March. **Action Clerk**
- 7. Finances:**
 - Building costs – Cllr Ursell confirmed that quotations are being submitted and that he will draft a cash flow analysis chart.
 - Funding applications – No applications completed. Cllr Ursell will contact Paul Tucker. Cllr Warren suggested all Cllrs need to seek fund raising ideas and follow them up.
 - Rent/rates/business tax – Cllr Ursell confirmed the rate bands have been submitted to the rating office, provisional figure have been forwarded to the pharmacy and Doctors.
 - VAT – Cllr Ursell waiting for a formal reply from the accountant.
- 8. Charity application:** - Cllr Warren confirmed that a response should be received by 27th February 2015. Cllr Ursell to investigate HMRC gift aid. **Action Cllr Ursell**

Meeting closed: 20:15

Cllr Frances Wilcox

Chair Willand Community Sub Committee