

# THROWLEIGH PARISH COUNCIL

## MINUTES OF ANNUAL MEETING IN THE VILLAGE HALL ON MONDAY, 9<sup>TH</sup> MAY, 2011 AT 7.30 P.M.

**PRESENT:** Cllrs Jackie Crawford, Peter Bennett, Julian Edwards David Hatton, Roger Paul, Duncan Vincent.

Ian Brooker, DNPA, David Jordan and Paul Evans, Community Action Projects Manager, Throwleigh Centre (part of time)

Clerk in attendance: Julie Macey

**APOLOGIES FOR ABSENCE:** Cllr. Paul Ridgers

### **ELECTION OF CHAIR/VICE CHAIR**

#### **CO-OPTION OF COUNCILLOR**

Cllr. Jackie Crawford resigned as Chair and proposed Cllr. Peter Bennett as Chair. Cllr. Julian Edwards seconded proposal. Cllr. Peter Bennett accepted proposal. Cllr. Peter Bennett resigned as Vice Chair and proposed Cllr. Jackie Crawford as Vice Chair. Cllr. David Hatton seconded proposal. Cllr. Jackie Crawford accepted proposal. All councillors expressed an appreciation of thanks to Cllr. Crawford for all the hard work she had carried out whilst in office.

David Jordan, a previous Cllr. expressed an interest in the councillor vacancy and was co-opted as a Cllr.

**MATTERS RAISED BY PARISHIONERS:** None

**MINUTES OF PREVIOUS MEETING:** These have been previously circulated and were signed by the Chair as a true record.

**MATTERS ARISING:** Cllr. Bennett noted the action point from a previous meeting with regard to a letter to Cllr. McInnes, DCC regarding snow clearance and agreed to circulate a draft letter. It was also agreed to bring forward to September meeting hedge cutting along road from Ash Farm to Donkey Corner as no action could take place at present time.

**THROWLEIGH CENTRE FOR YOUNG PEOPLE:** Paul Evans, Community Action Projects Manager gave a short informative presentation on the background and aspirations of Community Action North Devon.org.uk – a charitable organisation with funding who had taken a licence of the building from DCC. He confirmed the intention to develop principally outward bound courses for young people and it was felt that both the Council and Park Ranger could give him assistance in this respect. It was agreed that the Clerk would forward contact details to all concerned.

**PLANNING:** Application for amendment to planning for increase in roof pitch at Gladwood Cottage, Chagford. No Objection

Listed Building and planning applications to create link to existing stores and garage to extend kitchen and create bedroom plus various internal alterations at Mount Pleasant, Murchington. Supported.

Application for erection of two storey rear extension and replacement roof to store at 1 West Withecombe, Chagford. No objection

Application for erection of timber frame agricultural storage building at Wyndhurst, Throwleigh.

Councillors confirmed will take guidance from planning officer. Planning officer has confirmed that he is seeking additional information from agent re. location and need and will revert accordingly.

Notification of proposed tree works at Quince Cottage, Throwleigh. Supported subject to advice and approval of DNPA.

Designation of Throwleigh Conservation Area alterations and extensions circulated.

As no update has been received regarding Wonson gate posts, barn etc., it was agreed that the clerk would write to the planning officer and request this.

**FINANCE:** As at 1st May, 2011, current account balance including first instalment of precept £2,633.51. Reserve account (including interest) £649.38 and Emergency Account including interest £280.66. It was agreed that whilst the latter two accounts earned little interest, they would be left as is for the time being. In this way in the event that the Council had to put in place emergency measures to manage severe winter conditions, funds would be available. It was agreed that an emergency plan would be discussed at September's meeting.

The accounts for the year ending 31st March, 2011 were circulated prior to submission to the Audit Commission for the June deadline. The clerk agreed to speak to the previous clerk to ascertain as to the exact procedure in respect of the audit.

The clerk confirmed that Hawthorn's Accounting has been instructed to carry out the required PAYE work etc to comply with new Inland Revenue regulations. Further information to be sent to Hawthorns shortly.

To pay: Community First Zurich Policy renewal £170.10. Clerk's salary and expenses for March 2011 £148.05 and £11.19 (one month only as PAYE required for April)

#### **CORRESPONDENCE:**

- (a) WDBC Town/Parish Council election nomination packs. Completed and returned.
- (b) Minutes of Eastern Parishes Link Committee Meeting on 3<sup>rd</sup> March circulated and noted.
- (c) WDBC notification of reduced verge cutting to 2 cuts a year circulated and noted.
- (d) WDBC structure of joint partnership with South Hams circulated and noted.
- (e) Notification, Minutes and Agenda of Devon Heartland Community Forum circulated and noted.
- (f) WDBC various notices regarding election and persons nominated received and placed on notice boards.
- (g) Report from Journal of Local Planning regarding significant changes to planning introduced in Budget 2011 in favour of sustainable development circulated and noted.
- (h) DCC core briefing on superfast broadband connecting Devon and Somerset circulated. Consensus of opinion to wait for fibre to arrive possibly next year.
- (i) DNP invitation to DNPA Forum on 27<sup>th</sup> May at 2.15 pm. Circulated. Agenda to be circulated as soon as received. Cllr. Hatton hoped to attend meeting.
- (j) Pilgrims Way Core Group letter confirming new way of marking on public footpaths in area circulated and noted.
- (k) WDBC invitation to workshop on 12<sup>th</sup> May re. involving communities in planning circulated and noted.
- (l) WDBC: Declaration of Acceptance of Offices forms circulated, signed and returned in front of Clerk. Register of Interest Forms completed and returned to clerk. Cllrs. Roger Paul and David Jordan to return under separate cover.
- (m) DNPA letter dated 22<sup>nd</sup> March regarding Parish Council planning survey, ombudsman report regarding complaint against DNPA, Ordnance Survey Mapping Service and invitation from Director of Planning to meet Parish Council circulated and noted. Clerk to ascertain as to whether Director of Planning would be available to attend either July or September meeting. Councillors in the meantime to agree topics for discussion and send to Director in advance of meeting.
- (n) DCC letter regarding Tithe Map Project and Tithe Apportionment Transcription by volunteers to transcribe the 1840 apportionment for the parish circulated and noted. It was agreed that the clerk would place a card on the post office notice board to see if a volunteer came forward.

#### **REPORTS;**

Draft Dartmoor National Park Design Guide received and noted. This can also be accessed on the DNPA home page of their web site.

Devon Rural Housing Partnership Older Persons Housing Needs Report circulated and noted. It was agreed that this contained a number of errors.

**PARISH MATTERS:** Ian Brooker, Park Ranger, confirmed that it was important to keep the link with the Parish Council open. He also confirmed that he would attend any council meeting if required.

**ROADS:** Thank you note to Parish Council from Tamsyn Woollcombe for improvements to road at Ash Bridge.

**OTHER MATTERS FOR DISCUSSION:** Nomination of Parish Members to DNPA was discussed and it was agreed to support Cllr. John Shears following discussion with him. Clerk to circulate nomination papers to all concerned. Papers also to be circulated regarding nominations for the County Committee of the Devon Association of Local Councils. The occupation of Budafields for a week was discussed. It is understood that it would be occupied again in August. It is also understood that there was no environmental issue. It was agreed that it was important to keep the rapport going.

Next meeting: Monday, 4<sup>th</sup> July at 7.30 p.m.

