

MERTON PARISH COUNCIL

Minutes of the Parish Council Meeting
Held on Monday 11th September 2017 in The Clinton Hall

Councillors Present: Steve Papworth (Chair), Tim Horner (Vice Chair), Jill Malcolm, Philip Collins, Robert Nancekevell, Bill Brown, Paul Scantlebury, Robert Nancekevell, District Councillor Richard Wiseman and County Councillor Andrew Saywell

Absent: Cllr Laughton

Parish Clerk: Zena Tett

Also in attendance: 0 members of the public were present

BUSINESS TRANSACTED

28. **Welcome:** Cllr Papworth welcomed everyone to the meeting.
29. **Apologies for Absence:** None
30. **Minutes of the Last Meeting:** held on Monday 10th July 2017 were agreed and signed as a true record. Proposed by Cllr Horner, seconded by Cllr Collins, all in favour.
31. **Declarations of Interest:** Cllr Collins re items 35.2 Clinton Hall and 34.5 Devon Air Ambulance as he is a member of Merton Moncks who have donated monies to pay for the installation. Cllrs Horner and Malcolm re items 34.1, 34.2 and 34.3 play equipment.
32. **Public Speaking Time:** None present
33. **District and County Councillor Reports**
 - 33.1 District Councillor Richard Wiseman
 - The Local Plan consultation period for the A361 Link Road has now come to an end which will result in a presentation at the beginning of October on how they intend to take the plan forward to the Cabinet.
 - There will be Policing changes with Devon and Cornwall Police amalgamating forces with Dorset.
 - The Devolution Plan had not been agreed as most Councils rejected the idea of an elected Mayor.
 - The Local Plan Consultation period has now come to a close and has been submitted to an Inspector. It is hoped the new plan will come into force early in the new year and will stay in place until 2031.
 - A new building has been erected at Riverbank House, all services will soon be located there which will make Bridge Building redundant.
 - There is a plan for Travellers accommodation at the far end of Victoria Car Park.

33.2 County Councillor Andrew Saywell

When C.Cllr Saywell was elected one of the projects close to his heart was the regeneration of Torrington and a key priority was getting an ATM put back in the Town. He is pleased to report that there are plans to put one outside the car park and he has also heard of several other applications that have been applied for. Finally, C.Cllr Saywell reported he has volunteered to join a Task Group looking into issues with Broadband. If anyone has anything they would like to report, particularly businesses that have issues or complaints with Broadband, please forward information direct to C.Cllr Saywell.

34. Matters Arising

34.1 Play Equipment

Cllr Horner has received two quotes to carry out regular inspections of the play equipment:

- **The Play Inspection Company**
Annual: £150 (£100+£50)
Bi-Annual per inspection: £125 (£90+£35)
Quarterly per inspection: £100 (£80+£20)
- **Rospa**
Annual: £315 (£225+£90)
Bi-annual per inspection: £315 (£225+£90)
Quarterly per inspection: £190 (£100+£90)
All quotes are + VAT

Cllr Horner explained the Playground Committee are carrying out weekly inspections and logging their results on a spreadsheet which are kept at the Village Hall. In addition to these site inspections he suggested annual inspections by The Play Inspection Company for the new equipment. If, however, the Playground Committee feel there is a need to increase/decrease the inspections, they will bring this matter to the Parish Council for a vote. Cllr Collins proposed Cllr Horner's suggestion be carried, this was seconded by Cllr Scantlebury, all in favour.

The Clerk reported a letter had been sent to the VAT Office, however, a reply has not yet been received. **Action Clerk**

34.2 Play Area Lease

Cllr Papworth explained the Play Area Lease hasn't officially been cancelled by the Parish Council. Parish Councillors decided that the Clerk should not take action until the old play equipment had been removed. Clerk to put on Agenda for the next meeting. **Action Clerk**

34.3 Old Play Equipment

Cllr Brown proposed the Parish Council relinquishes responsibility for the old play equipment and task the Playground Committee with the responsibility for dismantling the old play equipment and making the area tidy. This was seconded by Cllr Scantlebury, all in favour.

34.4 Highways

- ENQ17964694 overgrown hedge: completed on 3rd January 2017 – final comments, site was inspected on 3rd January 2017 in fine weather. The footways of Merton were inspected for any overgrown vegetation which could present a hazard to any footway users. One location was identified as requiring vegetation trimming and an overgrown vegetation letter request for the identified property was sent

to Highways Services Support to send out. Cllr Collins felt the issue with detritus on the footpath had not been dealt with. Cllr Papworth offered to speak with Steve Jennings and ask him to clear the path.

Action Cllr Papworth

- ENQ16952161 faulty 30mph sign: completed on 25th November 16 – no further action as it was not considered a safety defect. Cllr Papworth explained the North side sign is on all the time and the South side sign only half the LED's light up. C.Cllr Saywell offered to investigate. **Action C.Cllr Saywell**
- W171017915 state of A386 at Broadmead: completed 27th June 2017 – contractor update, work done. C.Cllr Saywell reported the current plan from DCC is to carry out works December/January, weather permitting.
- W171024038 potholes on Beaford Road: completed 16th August 2017 – contractor update, work done.

34.5 Devon Air Ambulance Landing Site

A letter has been received from Merton Moncks reporting they raised £4,000 for the local community at their 10th Vintage Rally earlier this year. As a result, they have very kindly offered to donate £2,794.20 being the full amount required to purchase the necessary equipment as detailed in the DAAT proposal. Cllr Horner reported the need for purchasing a plan to accompany the planning application which has been submitted and proposed the Parish Council forges ahead with the initial groundworks in light of the generous grant from Merton Moncks. This was seconded by Cllr Scantlebury, all in favour. Cllr Horner was asked to make DAAT aware and request funds from Merton Moncks once the Parish Council was in receipt of an invoice. **Action Cllr Horner**

The Clerk was asked to write a letter of thanks to the Merton Moncks for their very generous contribution. **Action Clerk**

34.6 Grass Cutting

Cllr Horner has provided plans of the Village and outlined grassy areas that require attention. In addition, Cllr Papworth has put together a spreadsheet that corresponds to the plans with details of the Parishioners who already tend to these areas. He intends to ask Parishioners if they would be willing to keep these areas tidy next year.

Cllr Brown was concerned about the length of the grass at the turning to Petrockstowe from the A386 near Huish. Cllr Papworth to forward a map to the Clerk who will in turn forward to C.Cllr Saywell to question Highways about keeping the grass cut at a reasonable height. **Action Cllr Papworth, Clerk and C.Cllr Saywell**

35. New Items

35.1 Time Trials

The Clerk received an email of complaint regarding flyposting on the Lloyds building in Torrington. The Clerk wrote a letter of apology on behalf of the Parish Council.

35.2 Clinton Hall

The Committee members of the Clinton Hall have asked the Parish Council for a supporting grant for a new condensing boiler for the Hall. The quote they have received is for £7,272 including VAT. Cllr Horner proposed the Village Hall Committee obtain further quotes and determine how much they would like

the Parish Council to contribute. This was seconded by Cllr Scantlebury, all in favour. **Action Cllr Collins**

35.3 Speedwatch Group and Speed Indicating Devices (SIDs)

Cllr Papworth reported that costs would be in the region of £1,500 for a portable mobile Speed Indicator Device. If the Parish Council chooses to move forward with this project they need to determine whether or not a Speedwatch Group has been formed. Cllr Papworth is awaiting feedback from PCSO Sandra Brown – for further discussion at the next meeting. **Action Clerk**

35.4 Parish Plans

Cllr Papworth asked Parish Councillors to consider how the Parish Council can involve Parishioners in a Parish Plan. Most of the issues in the old Parish Plan have been addressed, however, a new Plan will raise awareness of any new issues. Parish Councillors to bring positive ideas to the next meeting. **Action ALL**

35.5 Defibrillator Awareness Session

The Parish Council has been contacted by South West Ambulance Service Trust about Defibrillator training. Cllr Papworth questioned how the Parish Council could encourage younger people to attend the next training session. The general consensus was to hold two sessions, one in the Stable Bar and another involving the School in the hopes of raising awareness in young children and parents. Cllr Papworth to organise. **Action Cllr Papworth**

35.6 Coldstream Guards

Cllr Scantlebury proposed a HD version of the video of the Coldstream Guards be placed on "Youtube" for future generations. Cllr Collins was concerned that permission should be obtained from the Coldstream Guards themselves and he will contact them letting them know the Parish Council intentions. Cllr Papworth explained that all photos have been uploaded to "photobucket" and a link will be posted on the Parish Website in due course. **Action Cllrs Collins and Papworth**

36. Planning

36.1 1/0411/2017/LBC

Eastbeare Farmhouse, Merton: proposed extension and alterations to farmhouse.

To minute the decision made by Councillors via email to support this application. TDC has since responded and confirmed this application was granted permission.

37. Clerks Report

37.1 Correspondence

The correspondence below was reviewed/noted:

37.1.1 TDC: New waste/recycling collections – the Clerk was asked to invite Richard Haste, Waste and Recycling Manager to the 2018 Annual Parish Meeting. **Action Clerk**

37.1.2 TDC: Torrington Area Advisory Group

37.1.3 TDC: Joint Area Advisory Group Meeting

37.1.4 TDC: Local Plan Consultation and Brownfield Call for Sites

37.1.5 Torridge District NHW Crime Reports

37.1.6 Devon Communities Together: Annual Report

37.1.7 TDC: Email confirming the Council will empty the litter bins

37.2 Register of Interests

The Clerk received the Register of Interest form from Cllrs Nancekevill, Cllrs Brown and Scantlebury to forward to the Clerk before the next meeting.
Action Cllrs Brown and Scantlebury

37.3 External Audit

The external Auditors, Grant Thornton, have returned the certified Annual Return for the Parish Council for the year ended 31st march 2017. They made one comment which didn't affect their opinion but which they wished to draw to the attention of the authority. Section 2, Accounting Statements, Precept or Rates and Levies: The Council stated a precept of £4,498. The information provided by the District Council states £4,548. The Parish Council should restate the figures in the next Annual Return with "Restated" at the top next to the £ sign.

37.4 Community First Insurance

The Clerk noticed the Goal Posts and Defibrillator had been omitted from the Policy Schedule by the Insurers. Community First Insurance confirmed the new revised renewal quote would increase by £13.29 and as the difference was so small, they would add the difference to next years' renewal quote.

38. Councillors' Reports and Items for Future Agenda

38.1 Cllr Nancekevill

Concerned about the footpath at Higher Hatches, public are leaving the gate open. Cllr Horner offered to contact the Footpath Warden. **Action Cllr Horner**

38.2 Cllr Horner

Would like to revisit Southern Entrance Gates at the next meeting. **Action Clerk**

39. Finance

39.1 Payments

The following payments were approved, proposed by Cllr Scantlebury, seconded by Cllr Nancekevill, all in favour. **Action Clerk**

39.1.1	The Clinton Hall: grant (Minute ref 21.1)	£540.00
39.1.2	Clerks Expenses	£31.70
39.1.3	Steve Jennings: Maintenance	£63.51
39.1.4	Tim Horner: Parish Map	£31.80

13.2 Review of the Bank Balance

The balance in the Current Account as of 3rd August 2017 was £2,263.28. Payments due to be paid out of the account amount to £1,358.76, giving the account a total balance of £904.52 when these transactions have gone through. The balance of the savings account as of 16th August 2017 was £16,419.51

After some discussion Cllr Scantlebury proposed closing the second Parish Council account and transferring all monies into the current account, this was seconded by Cllr Nancekevill. **Action Cllr Papworth**

40. Date of Next Meeting – the date of the next meeting of the Council has been changed to 6th November 2017 at 7:30pm in the Village Hall, Merton.

There being no further business, the meeting closed at 9:25pm

SIGNED AS A TRUE RECORD: (Chair)

NAME:DATE: