

## Minutes of Parish Council Meeting held in the Village Hall on the 21<sup>st</sup> March 2017

### Present

Councillor Rob Brown Chairman  
Councillor Martyn Hookway  
Councillor Yvonne Isaac

Councillor John Bowden Vice Chair  
Councillor Michael Folland  
Councillor Karen Bryant

#### Item 1 Apologies for absence.

Apologies were received from District Councillor Rose Lock.

#### Item 2 Minutes of the Parish Council meeting held on 17th January 2017 and Minutes of extraordinary Parish Council meeting held on 23rd February 2017

The minutes were agreed as correct from the 17<sup>th</sup> January and 23<sup>rd</sup> February 2017 and signed by the Chairman.

#### Item 3 (a) Declaration of Interests.

There were no new interests declared.

#### Item 4 The Chairman will invite any members of the public present to raise any matters of concern with the Parish Councillors.

There were no members of the public present.

#### Item 5 Matters arising from the previous Parish Council Meeting held on the 17<sup>th</sup> January 2017 and the Extraordinary Parish Council meeting held on 23<sup>rd</sup> February 2017

##### Parish Council Meeting held on the 17<sup>th</sup> January 2017

- Feedback form meeting with Eaglescott Airfield.(Councillor Rob Brown)

Councillor Rob Brown went to a meeting with Shaun Harrington, North Devon Planning Officer and Barry Pearson , owner of Eaglescott Airfield and presented the concerns of the Parish.

(see Addendum 1)

He has since received an email from the North Devon planning officer suggesting a form of mitigation by reducing the currently approved flight times.

- Co-option of Parish Councillor (Councillor Rob Brown)

Councillor Rob Brown has continued to approach Parishioners regarding co-option onto the Parish Council with no positive response until today. The Parish Clerk has received an email from a Parishioner, Tina Jafrate who would like to be considered for the vacancy. Councillor Michael Folland proposed that the Council accept this offer, seconded by Councillor Martyn Hookway and agreed unanimously. (AP1) Parish Clerk to contact Tina.

- Defibrillator Kiosk light repair. (Clerk)

The Parish Clerk reported that the Electrician had been contacted regarding the faulty light in the Defibrillator Kiosk and the fault was repaired on the 20<sup>th</sup> March.

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- Financial Report. (Clerk)

21<sup>st</sup> March NatWest Current account £2777.66

NatWest Reserve account £ 378.88

NS&I account £1,691.70

£19.20 reclaimable VAT will be claimed next year 2017/2018.

- Highways Report (Councillor John Bowden)

Councillor John Bowden reported that a new system of reporting pot holes and receiving feedback on progress did not get started as expected in December 2016. Devon Highways are working on launching this service in the future. It was requested that a pothole be reported at Folly Goyal. (AP2)

Extraordinary Parish Council meeting held on 23<sup>rd</sup> February 2017.

- Feedback from the independent legal advisor Mr Roome of Toller Beattie regarding the wording of the 106 document. (Councillor Rob Brown)

Councillor Rob Brown reported that he had been in contact with Toller Beattie and the Builders, Mazzards regarding the 106 document. Toller Beattie require the identity of two clients i.e. Councillor Rob Brown and Parish Clerk, Elizabeth Bowden need to be confirmed. Toller Beattie will confirm that Mazzards will meet their costs.

**Item 6** Correspondence received since 20<sup>th</sup> September 2016.

Local Government Boundary Commission Report @ [www.lgbce.org.uk](http://www.lgbce.org.uk)

Invoice from DALC. Membership.

Plans for changed waste collection due to start April 2018.

**Item 7 New Business**

a, Planning applications. - No Planning Applications

b, Cheques for signature.

**Devon Association of Local Councils**                      **£58.92p**                      **Cheque no**                      **431**

c, Transparency Code – feed- back from training. (Councillor John Bowden and Clerk)

To Comply Fully with the Transparency, Code the Parish Council Website has to have the ability to archive all documents relating to The Parish Council Meetings. Following a meeting with the Webmaster it was decided to look into a different website that has been built specifically for the Parish Councils to comply with the transparency code, (visionict.com). (See Addendum 3) Councillor John Bowden contacted the web provider and ascertained that the website can:-

- Archive all documents relating to Parish Council meetings.
- Setup of website £500 +VAT with an annual fee of £125.
- Can provide training (costs £300) and ongoing support.
- There will be two community pages available free of charge. If more required there would be a one off additional cost of £150, and £50 extra per annum.

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- The existing domain name can probably be transferred from Wix.com to visionict.com i.e. RoboroughNorthDevon.co.uk.

Under the Transparency funding for smaller authorities there will probably be funding available in the next financial year 2017/18. It was unanimously agreed that an application for funding should be submitted for the new website, training and also a scanner.

d , Changes to Waste collection and recycling service for April 2018

Councillor Rob Brown and Parish Clerk attended an open meeting regarding the change in waste collections proposed for April 2018. The proposals include:

- Weekly recycling collection in boxes and bags with an enhancement to include additional mixed plastic materials.
- Weekly food waste collection (a larger food caddy will be provided)
- Fortnightly non-recycled waste collection in black bags.
- Fortnightly garden Waste collection will cost per house hold £35 per year.

These measures will reduce land fill and is hoped to have a positive effect on the recycling rates.

e, District Councillors report.

Councillor Rose Lock has requested an update from Councillor Rob Brown regarding the Eaglescott Airfield planning application.

Councillor Lock suggested that Parishioners with any concerns about the proposed new recycling arrangements should contact Richard Haste. <http://www.torridge.gov.uk/Consultation>

f, Letters to Pension Regulators declining employee / employer Pension Scheme

The Parish Clerk has written to the pension Regulator declining the offer of an employer/employee pension. This will be progressed by the chairman. (AP3)

### Item 8 date of next meeting

**23<sup>rd</sup> May 2017 In the Village Hall at 7.30pm**

Meeting Closed at 8.25pm