

Present

Councillor Rob Brown
Councillor Yvonne Isaac
Councillor Martyn Hookway

Councillor Michael Folland
Councillor Karen Bryant
Councillor John Bowden

Item 1

Apologies were received from Councillor Derrick Challacombe and District Councillor Rose Lock.

Item 2 Election of Chairman.

Councillor Martyn Hookway proposed Councillor Rob Brown for office of Chairman. The motion was seconded by Councillor Karen Bryant and agreed unanimously.

Item 3 Election of Vice Chair.

Councillor Rob Brown proposed Councillor Yvonne Isaac as Vice Chair. The motion was seconded by Micheal Folland and agreed unanimously.

Item 4 Acceptance of Office Forms signed by elected Councillors.

All the Councillors present signed the acceptance of office forms.

Item 4 Code of conduct and Declaration of Interests Forms to be completed by elected Councillors.

A Declaration of Interest form was given to each Councillor present. These are to be completed and returned to the Parish Clerk.

Item 5 Election of representatives for other bodies and responsibilities.

Torrington Area Advisory Group

This group meets 2-4 times a year and keeps Councillors informed of County and District matters which could impact on Parish Councils. Councillor Rob Brown has agreed to continue to represent the Parish on this group. The Council agreed unanimously.

Planning sub committee.

The Planning sub Committee looks at planning applications on line and makes an agreed response. This is then circulated to the remainder of the Parish Council who are liberty to give their opinion if they feel it necessary.

Councillor Rob Brown , Karen Bryant and John Bowden have agreed to form the sub committee. This was agreed unanimously.

Highways.

This office is responsible for monitoring and reporting any defect in the lighting of the highway and defects in the road surface (pot holes). Councillor John Bowden has agreed to take on this responsibility. This was agreed unanimously.

Snow warden.

This office is responsible for storing and distributing grit during the winter period. Councillor Rob Brown has agreed to continue with this role and it was agreed unanimously . It was suggested that a pallet of grit should be ordered from Devon County Council whilst it was still free. Councillor Martyn Hookway agreed to store the grit in his barn until needed.

Item 6 Updating mandatory signatories for Nat West Bank account.

The Parish Clerk informed the Council that ex Councillor Roy May's name should be removed from the Mandatory Signatories form and Councillor John Bowden's name be added. This was agreed unanimously.

Item 7 Presentation and adoption of Accounts year ending 31.03.2015, Assets and Audit commission documents.

The Parish Clerk presented the Parish Accounts for the year April 2014- March 2015 to the Council.

The Assets Register was presented to the Parish Council .

The Audit Commission form was presented to the Chairman who read out section 2, "Annual Governance Statement" to the Council. This section was completed by the Chairman in agreement with Councillors present and signed.

Item 8 Matters from the floor.

Councillor Yvonne asked if the minutes of the previous Annual General Meeting were available. These will be an item on the next Parish Council meeting.

Chairman's signature.....

Clerk's signature.....

Date.....

Date.....

Parish Council Meeting

Item 1 Declaration of Interests.

There were no interests declared

Item 2 Approval of Minutes from PC meeting held on the 10th March 2015.

The minutes of the previous Parish Council Meeting were agreed as correct and signed by the Chairman.

Item 3 Chairman will invite members of the public to raise issues of concern.

There were no members of the public present.

Item 4 Matters Arising.

- Highways report (Councillor Rob Brown).

Councillor Rob Brown informed the Council that he had reported the deep pot holes at Five ways, the poor drainage of rain water outside the telephone kiosk and the mal functioning street light at the west end of the Village. (The mal functioning street light had also been reported by Councillor John Bowden)

- Financial Report (Parish Clerk).

The Parish Clerk explained that in future the balance sheet will be displayed on the Parish Notice board along with the minutes of the Parish Council meeting. This will come in line with Transparency Code for Local Councils.

Current account Nat West account	£2,699.77
Reserve account Nat West account	£ 378.49
NS&I	£1,669.08

Councillor John Bowden asked why there were two reserve accounts. It was explained that this was historic. The money in the NS&I was from the sale of Land near Beaford Moor and as Interest rates are so low at present it was felt by the

Council that merging the two accounts would be of no benefit. This would be reviewed when interest rates improved.

- Town and Parish Fund. (Councillor Rob Brown).

The Parish Council has been informed that the Town and Parish Fund will be available for application. This equates to £1.10 per electoral head. Approximately £245. This year the fund will be put towards a projector for the Village Hall. This will be available for council use to project any planning applications which the public may wish to view at Parish Council meetings.

- Insurance renewal (Parish Clerk)

The Parish Clerk has received the Community First Insurance renewal papers and the cost of Insurance for 2015/16 was £ 216.80p.

An Alternative quote from Aon who also deal with Parish Council Insurance was sought, but found to be more expensive. i.e. £353.08p. It was therefore decided to stay with Community First.

Item 5 Correspondence received since the 10th March 2015 Parish Council meeting.

A letter of thanks has been received from Roborough Village Hall thanking the Parish Council for the Town and Parish Fund allocated to them for the refurbishment of the Kitchen.

A Crime report from PCSO Sandra Brown. The report stated that there were no reported crimes in the last 30days.

Item (7) New Business including:

- a ,Defibrillation Training** (Councillor Rob Brown).

16 Parishioners attended the Defibrillation update training in the Village Hall on the 31st March.

- b, Planning Applications.**

There were no Planning applications

- c, Cheques for signature.**

D ALC membership	£57.18	cheque no 403
TDC payroll	£24.00	cheque no 404
Internal Audit Lesley Glover	£24.00	cheque no.405
Community First	£216.80	cheque no 406

- d, Playground equipment maintenance check**

The Playground inspection will be on the 14th July 2015 at 7pm prior to the next Parish Council meeting.

Item (8) Date of next meeting.

14th July 2015 in the Village Hall at 7.30pm.

Meeting closed at 20.45hrs by the Chairman

Chairman's signature.....

Clerk's signature.....

Date.....

Date.....