

**Minutes for
ROBOROUGH PARISH COUNCIL
MEETING
held in the
Village Hall**

10th March 2015

Present

Councillor Rob Brown (Chairman)	Councillor Derrick Challacombe
Councillor Yvonne Isaac (Vice Chair)	Councillor Karen Bryant
Councillor Michael Folland	Councillor Martyn Hookway

Item (1) Apologies for absence.

Apologies were received from Councillor Roy May.

Item (2) Declaration of Interest.

There were no Interests declared.

Item (3) To approve and sign the Minutes of the Parish Council Meeting held on the 20th January 2015.

The Minutes of the last Parish Council meeting held on the 20th January 2015 were agreed by the parish Councillors present as correct and signed by the Chairman.

Item (4) The Chairman will invite any members of the public present to raise any matters of concern with the Parish Council.

There were no members of the public present.

Item (5) Matters arising from the Minutes.

a, Highways report (Councillor Rob Brown).

All Drains were cleared and flushed by the highways team on 9th March 2015. Councillor Derrick Challacombe reported a group of potholes which have become very large at Five Ways, on the road leading to High Bickington. Councillor Rob Brown will report this via the Highways website.

b, Financial Report (Parish Clerk).

27/02/2015	Current account	£1,508.93
27/02/2015	Reserve Account	£ 378.47
01/01/2015	NS&I	£1,669.08

VAT claim submitted February 2015 - £133 outstanding

c, Torrington Area Advisory Group feed back from (Councillor's Rob Brown & Karen Bryant).

Torrige District Council's financial position is secure up to 2017. There will be no need for further staff loss in the near future. Responsibilities for public toilets have now been devolved to Town and Parish Councils. Other responsibilities are likely to be devolved such as responsibility for highways. This will take the form of either Parishes providing volunteer groups to mend the roads and clear the ditches (training and Insurance will be provided by the County Council) or paying for contractors to carry out the work. The role of the Highways Warden was discussed.

d, Town and Parish Fund. (Councillor Rob Brown).

Councillor Rob Brown reported that there will be another opportunity to apply for the Town and Parish Fund in the forth coming financial year. This is a fund that encourages joint Parish co-operation. In the past the money has gone to the youth club for equipment and for the last two years has gone to the Village Halls' in all the Parishes. When it is known what the other Parishes in the group would like to put the money towards a decision will be made as to where Roborough will allocate the fund.

e, Feed back from North Devon Nature improvement Area seminar. (Councillor Karen Bryant and Parish Clerk)

This was a free seminar and Councillor Karen Bryant reported that the day had been very informative. The North Devon Nature improvement Area is the largest in the Country and is recognised as the most significant conservation area in the Country. The aim is to work with farmers and community groups to improve the biodiversity of the area. Our Neighbouring Village of High Bickington have taken advantage of the expertise of this group in setting up a Community Woodland and Beaford have taken part in a biodiversity survey. The North Devon Nature Improvement project manager has been invited to talk at a future WI meeting in 2016. This may be an open meeting.

Item (6) Correspondence received since the 20th January 2015 Parish Council meeting.

Community First – Informing the Parish Council that they will be sending the invoice for 2015/16 Insurance electronically.

Torrige District Council, Electoral Services- Informing the Parish Council of the nomination procedure.

Item (7) New Business including:

- I.T. equipment for Parish Council use.

There is no longer any paper planning applications sent to the Parish Council. All plans will have to be viewed electronically. In order for members of the Public/ Councillors to view plans at Council meetings on a large scale, a projector is needed. This will cost around £300. The Village Hall Committee have agreed to provide 25% of the cost and the Parish Council will provide the remainder. The projector will be a Parish asset and can be used for other purposes other than projecting planning applications.

- National and Local Election 7th May 2015.

The Parish Clerk gave out the Parish Council election nomination forms to the Councillors present. Each nomination has to be delivered by the nominee by 4pm on the 9th April.

- Defibrillation Training (Councillor Rob Brown).

Councillor Rob Brown reported that a defibrillation refresher course has been arranged for the 31st March 2015. There will be two sessions available at 4pm and 6pm. Those wishing to partake in this training should contact Councillor Brown.

- Transparency code for smaller authorities. (Parish Clerk).

The Local Audit and Accountability Act 2014 sets out a new audit framework for local public authorities that are currently covered by the Audit Commission regime. The Government considers that publication of the items in this Code will provide the local electorate and ratepayers with a clear picture of the activities of these smaller authorities.

Smaller authorities should publish:

- a. all items of expenditure above £100
- b. end of year accounts,
- c. annual governance statement,
- d. internal audit report
- e. list of councilor or member responsibilities and
- f. the details of public land and building assets ,
- g. Minutes, agendas and meeting papers of formal meetings

This information is currently held on record within the parish Council. In future it will be displayed on the Parish Notice board or on the Parish Website.

- Planning Applications.

Proposal: New dwelling to replace a demolished fire damaged property.

Location: Uplands Caravan, Roborough,

Ref: 1/0045/2015/FUL

Proposal: Removal of condition 3 of planning permission 1/0701/1994

Location: Little Barn , Rapson, Roborough.

Ref: 1/0057/2015/FUL

Proposal: Two Storey Extension to existing dwelling.

Location : Owlacombe Cottage, Roborough.

Ref: 1/0015/2015/FUL

- Cheques for signature.

DALC Election Training	cheque No 402	£24.00
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Item (8) Date of next meeting.

12th May 2015 in the Village Hall at 7.30pm. This will include the Annual General meeting and the signing of “acceptance of office” by the elected Councillors.

Chairman’s Signature..... Clerk’s Signature.....

Date..... Date.....