

Page 1 of 3
Minutes
Roborough Parish Council Meeting held on the 19th March 2019

Present

Councillor Yvonne Isaac Vice Chair
Councillor Martyn Hookway
Councillor Lorna Pincombe

Councillor Ewan Huggons
Councillor Michael Folland

Item 1 Apologies for absence.

Apologies were received from District Councillor Rose Lock.

Item 2 Minutes of the Parish Council meeting held on 15th January 2019.

The Minutes were read and signed as correct.

Item 3 Declaration of Interests.

There were no new interests declared.

Item 4 Members of the public present to raise any matters of concern.

There were 5 members of the public present plus Mr Michael Clerk who will be standing in the May elections as District Councillor. No Concerns were raised.

Item 5 Matters arising from the previous Parish Council Meeting held on the 15th January 2019.

- Declaration of Interests form (Councillor Mrs Pincombe).
Councillor Lorna Pincombe handed to the clerk the register of interest and the acceptance of office forms.
- Action Points 1-4 from January PC meeting
 1. Submission of Precept
The Clerk has submitted the precept application for 2019/20 to TDC.
 2. Place vacancy advert for clerk on Notice Board, Parish Mag. and DALC website (Clerk)
The Clerk has placed an advertisement for the replacement Clerk in the Parish Magazine and on the DALC website.
 3. Broken links on website. (Councillor Tina Jafrate)
The broken links on the website have not been resolved. Councillor Ewan Huggons will speak with Mrs Jafrate and take on the responsibility of Webmaster.
 4. Letter to RCPAL with docs to be considered/included in Management plan. (Clerk).
The Clerk has sent the relevant information to RCPAL electronically.
- Financial Report (Clerk).

Nat West Current account	£3,666.74
Nat West Reserve account	£379.42
NS&I account	£1,716.11
- Defibrillator Training Course (Councillor Ewan Huggons).
Councillor Ewan Huggons reported that 12 people from Roborough Parish and 2 from St Giles Parish attended the defibrillator training on the 13th March. The training was done by a paramedic from the South West Ambulance service and it was well received by the candidates. It was proposed by Councillor Ewan Huggons and agreed unanimously that a donation of £100.00 be sent to Devon Air Ambulance as a way of showing our appreciation. Councillor Huggons has volunteered that should any of the people that attended the training like to familiarise themselves with the defibrillator in the village he would facilitate this.
- Consideration of Applicant's for the replacement Clerk (discussion by all).
The Clerk reported that there had been 7 expressions of interest and two curriculum vitae submitted for the future post of Clerk. As the closing date on the advertisement is 30th April it will be the newly elected Parish Council who will make the decision on who to appoint.

Page 2 of 3
Minutes
Roborough Parish Council Meeting held on the 19th March 2019

Item 6 Reports from Councillors

- Highways.

As there is currently no councillor responsible for the highway the Clerk reported that the road leading to Beaford past Great Barlington had largely been resurfaced.

- Snow Warden. (Councillor Martyn Hookway).

Councillor Martyn Hookway had nothing to report.

- TAG. Report from meeting held on 5th March 2019 (Councillor Yvonne Isaac).

Councillor Yvonne reported that the TAG meeting was largely talking about the up and coming elections. However, the minutes of the meeting were available for the Councillors to read.

- District Councillors report.

A written report from Councillor Rose Lock was read to the Councillors. "The local elections are on Thursday 2nd May. Three Moors Ward is now becoming a new ward to be known as Two Rivers/Three Moors and will incorporate Dolton, Dowland, Beaford, Roborough, High Bickington, St.Giles in the Wood, Yarnscombe, Alverdiscott and Huntshaw - a new massive area. But it will now be a 2 Councillor ward. I am standing once again as a Conservative candidate and I will be working alongside a second Conservative candidate Mr Michael Clark who has lived and run his own business in High Bickington for 30 years".

Item 7 New Business

- **Planning Applications**

Reference: 1/0057/2019/FULM

Proposal; Variation of condition 1 of application 1/0077/2017/FULM

Location; Parish Playing field and adjacent RCPAL land.

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- Reference :1/0140/2019/LBC

Proposal: Retrospective application for the extension of a listed building

(revised resubmission of 1/0809/201/FUL and 1/0810/2018/LBC)

Location: Thelbridge Farm, Roborough.

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- Reference: 1/0139/2019/FUL

Proposal: Extension and removal of conservatory (part retrospective)

Location: Thelbridge Farm, Roborough

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- Reference: 1/0204/2019/FUL

Proposal: Conversion of Barn to no1 dwelling.

Location: 12 Sealey Court. Roborough.

Minutes

Roborough Parish Council Meeting held on the 19th March 2019

AP1 The Clerk will submit the Parish Councils support for the above planning application's to TDC planning department.

Item 8 Management of Village Playing Field.

- Discussion of Management agreement content proposed by RCPAL.

Councillor Michael Folland pointed out that the retention of the Pillars holding the gates to the field with two commemorative plaques on had been omitted in the management agreement. It was unanimously agreed that the following sentence should be added under section 2.2c of the management agreement.

“To maintain the boundaries on the north east and west side of the Roborough playing field including the retention of the existing posts and gates on the northern boundary”.

As a motion has to be submitted 10 days prior to a meeting as per Standing Orders, an extraordinary Parish Council meeting will be held on the 1st April at 2pm to sign the Management agreement. **AP2** Councillor Ewan Huggons will submit the “Motion” to the Clerk.

- Parish Council Insurance Cover for the Playing Field. (as required by RCPAL in the village field management proposal).

Councillor Yvonne Isaac assured the Parish Council that she had been in contact with Community First, Insurance providers for Parish Councils and had received confirmation that the present policy would cover all aspects of insurance requested by RCPAL in the management agreement.

- Grass cutting.

AP3 The Clerk will contact the contractor who cuts the grass on the Playing field and inform him that RCPAL will now take over the expense of cutting the grass on the Parish Playing field. But the Parish Council will continue to be responsible for the payment of cutting of grass around the Roborough name signs to the east and west of the village and the grassed area by the defibrillator kiosk. The Clerk will request a quote from the contractor for this.

Item 9 Correspondence since 15th January 2019 PC meeting.

Councillor John Bowden resignation email.

Councillor Tina Jafrate resignation email.

TDC Connecting Activity to Nature

TDC Election Process details

Item 10 Any other Business.

- The Clerk asked the Councillors if they were in agreement with the internal auditor continuing for this year's audit. This was confirmed unanimously.
- The prospective District Councillor Mr Michael Clark introduced himself. He is a married man, with two daughters and is a grandfather. He has lived in High Bickington for 27 years and has been involved in the voluntary sector. He is semi-retired now but has a sign writing company. Mr Clark informed the Parish Council that he would be working alongside District Councillor Lock and he or Councillor Lock would be available to attend Parish Council meetings.
- Councillor Yvonne Isaac has collected and distributed election forms to all Councillors together with details of how they need to proceed with their completion and submission.

Item 11 Date of next meeting: 14th May 2019.