

**Minutes of the Annual Meeting of the
Exbourne with Jacobstowe Parish Council held on Wednesday
26th May 2010 at 20:00 in Exbourne Village Hall. Followed by an
ordinary Council Meeting**

1. Those present

**Cllr Luxton Chairman
Cllr Weeks
Cllr Phipps
Cllr Glanville
Cllr Blakeman
Cllr Cobb
Cllr Lawson**

There were no members of the public

2. Apologies for absence – there were none.

3. Election of a chairman - Cllr Weeks invited nominations for chairman. Cllr Lawson proposed Cllr Luxton and this was seconded by Cllr Phipps. There were no other nominations Cllr Luxton was elected chairman and Signed the Declaration of Acceptance of Office.

4. Election of Vice Chairman – Cllr Lawson proposed Cllr Weeks and this was seconded by Cllr Blakeman. There were no other nominations so Cllr Weeks was elected as Vice Chairman.

5. Representatives to committees

Northern Link - Cllr Lawson was happy to continue representing the council at this committee. Cllr Glanville is the second representative and was happy to continue. If Cllr Lawson is unable to attend a meeting then Cllr Glanville can go.

Highways – Cllr Weeks is happy to continue as the nominated person who advises the lengthsman of areas requiring attention.

Exbourne Playing Field Association – Cllr Glanville is the current representative and is happy to continue.

School Governors – this is currently Lorraine Foster. The clerk to write to her and ascertain that she is happy to continue.

Police Liaison Committee – Cllr Cobb is currently the representative, but does not wish to continue. The council did not feel it beneficial to have someone on this committee.

6. There being no further business the meeting closed at 20.20.

Minutes of an Ordinary Meeting of Exbourne with Jacobstowe Parish Council held on Wednesday 26th May 2010 at Exbourne Village Hall, following the Annual Council Meeting.

7. Those present
- Cllr Luxton – Chairman
 - Cllr Weeks
 - Cllr Phipps
 - Cllr Glanville
 - Cllr Blakeman
 - Cllr Cobb
 - Cllr Lawson

8. **Apologies for absence** – there were none.

9. **Declarations of Interests** – the clerk informed Cllrs a new application has been received for Land at Chatafin an agricultural machinery store. Cllrs Blakeman, Luxton and Weeks declared a personal and prejudicial interest in item 8.2. Cllr Weeks declared a personal interest in the remaining planning applications. Cllr Blakeman declared a personal and prejudicial interest in the above application Land at Chatafin.

10. **Minutes of the last meeting** – Cllr Weeks proposed that the minutes of the last meeting were an accurate record, this was seconded by Cllr Blakeman. The Chairman signed the minutes.

11. **Matters arising from the last meeting**

11.1 **Insurance** – the clerk has now received a quotation of £281.49 from Came and Company. The quotation from Community First was for £331.17. If you enter into a 3 year long term agreement it decreases to £267.42. The clerk pointed out that the excess with Came and Company is £250 compared to £50 for Community First. It was agreed the clerk should check with Came and Co. if the £267.42 applies to all three years. If it does then sign up for the 3 years if it doesn't then pay the £281.49, which still represents a saving.

11.2 **Planning site meeting at Beech Lodge, Jacobstowe** – the chairman stated he had attended and represented the views of the parish council. Cllr Weeks informed the council that the application has been given conditional consent at the planning meeting today.

11.3 **Seat Maintenance** – Cllr Weeks has spoken to Mr. Morris, who will carry out the repairs on the seats.

11.4 **West Devon Peer Review** – Cllr Weeks stated there was nothing to report as it is still ongoing.

12. New Items

12.1 Consider a request for a donation to Okehampton & District Community Transport Group

– the clerk informed the council this donation can be made under principle powers (Local Government and Ratings Act 1997 sections 26-29) and they need to consider if the service is of benefit to the parishioners. It was proposed by Cllr Glanville and agreed by all that the clerk should write a letter to the organisation and ask for an indication of usage of the service by Exbourne and Jacobstowe residents.

13. Matters arising from circulated correspondence (info only)

There was none.

14. Parish Paths Partnership (P3)

There was nothing to report.

15. Planning

15.1 Applic No. 00367/2010 Mobile Home, Stockbeare Farm, Jacobstowe – siting of mobile home. Comment required prior to meeting. A letter of objection had been received. A site meeting was held and the following comment made:

‘ Following a site meeting the council considers the mobile home is likely to be visible from the neighbouring dwelling, but it is felt that the visual impact is not sufficient on its own to warrant refusal. We note that the application is for a temporary period and will be subject to an agricultural appraisal, which we feel should be the determining factor.’
Ratification of this decision was sought - Cllr Blakeman proposed and Cllr Lawson seconded with all in agreement.

Items 8.3 and 8.4 (new planning application) were brought forward

15.3 Applic no. 00433/2010 1 Parade Cottages, Duck Lane, Exbourne – alterations and extension to dwelling. It was agreed by all to support the application as the conversion of the garage could be carried out without planning consent and the council considered the dormer windows to be acceptable additions to the building.

15.4 Applic No. 00450/2010 Land at Chattafin, Exbourne – agricultural machinery store. Cllr Blakeman declared an interest and left the meeting. All agreed that they supported the application and had no objection to the siting of a shed at this location. They did, however, have concerns that the size of the proposed shed is out of proportion to the actual size of the site. The applicant has also expressed an intension to use it as a workshop. Cllr Weeks proposed that this be the comment submitted by the council and this was seconded by Cllr Phipps.

15.2 Applic no. 00385/2010 Meadows Edge, Exbourne – residential extension. Councillors Luxton, Weeks and Blakeman left the meeting. Cllr Glanville took the chair. All were in agreement to support the extension as the elevation is away from the road.

The councillors returned to the meeting and Cllr Luxton resumed the chair.

16. Finance

16.1 Invoice from Smith and Derby for annual service of the church clock - £209.15.

Since this invoice was received the council has also received an invoice for the repairs arising from the service (£296.10). the clerk has spoken with Sheila White and was informed the council had taken on responsibility for the clock. She sought clarification. Cllr Weeks had looked back in the minutes and it states that the council would consider donations towards the maintenance (annual service) of the clock on an annual basis, but the parish council had not taken on responsibility for the running of the clock and would not pay for costs arising from the annual service.

Cllr Blakeman proposed the council make a donation of £50 towards the repairs. There was no seconder. Cllr Weeks proposed that the council do not pay anything towards this repair bill. This was seconded by Cllr Cobb.

A cheque was signed for £209.15.

16.2 Invoice from clerk for wages and expenses - £360.20

This amount includes the cost of the toner cartridge for the HP1018 printer. Cllr Cobb proposed this invoice be paid. This was seconded by Cllr Phipps. A cheque was signed for £360.20.

16.3 Payment of grant to Exbourne & Jacobstowe Community Assoc Ltd. - £50

This donation had been agreed at the meeting held on March 31st 2010. A cheque was signed for £50.

16.4 Payment of grant to Exbourne Village Hall - £50. This donation had been agreed at the meeting held on 31st March 2010. A cheque was signed for £50.

16.5 Payment of grant to Exbourne PCC - £50. This donation was agreed at the meeting held on March 31st 2010. A cheque was signed for £50.

16.6 Details of balance at bank – the most recent bank statement shows a balance of £8946.10 as at 19th May 2010. The previous statements are with the auditor and the clerk hasn't had time to check what is outstanding and what has gone through the account. She apologised and stated she would give an up to date amount at the next meeting.

16.7 The clerk confirmed the receipt of the VAT refund from HMRC totalling £115.04

16.8 The clerk confirmed receipt of half of the cost of the toner cartridge from Sampford Courtenay Parish Council - £27.63

17. Matters at the discretion of the Chairman

17.1 Cllr Weeks stated he would need to be told of any jobs for the lengthsman this weekend.

17.2 The chairman stated he has received a response from the Archdeacon of Totnes regarding the burial ground at Jacobstowe. If the parish council's solicitor is going to draft a document then the church can approve it, which will cut down on costs. It can be used as an open space for now and then when required be used as a burial ground. The chairman asked if the council were happy to ask the solicitor Warren Gray to prepare

the necessary document. There is an allowance in the budget and Mr. Gray has given the impression that costs would be minimal. There was unanimous approval for the chairman to speak to Mr. Gray.

17.3 Cllr Cobb stated someone in Jacobstowe had mentioned siting a bus shelter in the burial ground. Cllr Cobb had informed him the parish council owns the burial ground.

17.4 The clerk explained that Geoff Hodgkinson has currently organised a free re-direct for the emails. These go to her own computer. She has asked Geoff how much it would cost to get the email system operating again on the Exbourne computer and he has informed her it would be about £18. The clerk felt it would be advantageous to have that working again. All the councillors were in agreement to get the email system operating properly again.

17.5 The chairman stated he had been contacted by the Chairman of Sampford Courtenay Parish Council regarding the employment status of the clerk now she is working for two councils. He explained he had spoken to Fiona Rook, the internal auditor, and he was confident she would be able to sort it out.

17.6 Cllr Glanville stated orchids at Wood Farm have been cut down. The clerk to see to under Sampford Courtenay.

The next meeting will be held at The Vestry, Jacobstowe on Wednesday June 30th at 8.00 p.m.

The chairman closed the meeting at 9.35 p.m.