

Minutes of a Meeting of Exbourne with Jacobstowe Parish Council held on Wednesday 27th April 2011 in the Village Hall, Exbourne

117. Those present **Cllr Luxton – Chairman**
Cllr Weeks
Cllr Phipps
Cllr Lawson
Cllr Blakeman

There were two members of the public present.

The members of the public wished to inform the council about the progress being made with the Burrow Shop. The site has been purchased and the money is in place. A builder has been chosen and it is hoped to commence building in the school holidays. They will be liaising with the school, who is also commencing a building project. The building will take 30 weeks and hope that residents will be understanding.

The chairman asked if anything can be done to alleviate the car parking problem at this location. The Burrow are liaising with the highways.

118. Apologies for absence – Cllr Cobb, who is away and Cllr Glanville, who is unable to attend.

119. Declarations of Interests – Cllr Weeks declared personal interests in the planning applications up for discussion as he is a member of WDBC. He also declared a personal interest in item 5.3 as he is a member of the group. Cllr Phipps declared a personal interest in item 8.2 as he works for the applicant. The chairman declared a personal interest in item 5.3 as he is also a member of the group.

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

121. Matters arising from the last meeting

121.1 Update on Jacobstowe Burial Ground – Warren Gray has received a response from Michelmore Hughes: -

a. The current use of the land is as a burial ground and associated car parking. They are to recommend to the Exeter Diocesan Board of Finance Ltd that the ground be used as an amenity for the inhabitants of Exbourne and Jacobstowe where they can take fresh air and gentle exercise. The exercise is not to be of an organised nature. Small portable items of play equipment could be placed on the land as could one or two movable picnic tables. If the board agrees to these changes it will do so on the understanding that these proposed uses will not ultimately prevent the intended use of the land from being instigated when the need arises.

b. The council pays the sum of £500 to the Board by way of consideration.

c. The Board's legal and surveyor's costs are unlikely to amount to less than £1300 plus VAT and disbursements although he stressed that this figure should be treated by the Council as provisional and not firm. The status quo will prevail unless the council gives an unequivocal undertaking that the Board's professional costs will be met.

The parish council had hoped to create a footpath and erect a bus shelter, but that would not be permissible with this restrictive clause.

The costs have increased again and now look to be nearer £2000 and the council felt that it was a lot to spend and then not really achieve anything (especially as it is parish council land).

Cllr Lawson proposed speaking to The Venerable John Rawlings (Archdeacon of Totnes) and ascertain if he can assist. The council were all in agreement that the Chairman contact the Archdeacon and arrange a meeting that the chairman, Cllr Weeks and Cllr Lawson or Cllr Cobb attends. They will express the council's views about the increasing professional costs, disappointment at the £500 consideration and extreme limitation of use.

121.2 Clerk's contract – the clerk has sent out a draft copy of the clerk's contract with alterations suggested at the last meeting and also a job description. Both the clerk and council were happy with these documents. The clerk will print off the contract and sign it.

The clerk has also completed the P46, which is to be held by the council unless the clerk's income exceeds the tax threshold.

She informed the council that she will be working as Poll Clerk at North Tawton for the forthcoming elections. WDBC operate a payroll so it should not affect the tax situation.

121.3 Review Risk Assessment – Cllr Weeks to report on the condition of fence, seats and bus shelters

The seats were inspected on April 6th 2011 and found to be in good order.

The bus shelters were inspected on April 18th 2011 and are in good order. Vegetation needs to be cleared around the shelter adjacent to the Red Lion. Cllr Weeks will undertake this work.

The handbells are in good order, still stored at Cllr Weeks' home and have not been used for some time.

The burial ground was inspected on 18th April 2011. The ground is tidy. One rail of the post and rail fence is broken and one post is loose, but neither are in need of immediate attention.

The clerk will update the Risk Assessment.

121.4 Suspected sewage leak on Fore St., Exbourne – Environment Agency are Investigating the Chairman has emailed Matt O'Brien from the Environment Agency for an update. No response has been received. The problem still continues and action needs to be taken. The chairman will be following this up.

122. New Items

122.1 Playing Fields Crossing as Cllr Glanville is not present this item will be adjourned to the next meeting.

122.2 Letter from PCC requesting the parish council consider an increase in the donation towards the upkeep of the churchyard the parish council gave £50 last year. The clerk informed the council they receive a burial grant of £58. Cllr Weeks stated £450 has been set aside for grants. The parish council has not yet advertised asking local groups to submit requests for donations. The clerk to put up a notice in the notice boards stating the parish council has limited funds available to local groups, who should submit details for which funding is required. To be discussed at the June meeting.

122.3 Consider request from Exbourne Local History Group towards the cost of Printing a recently launched booklet as discussed above. A notice will be placed in the notice boards and then all applications will be discussed at the June meeting.

123. Matters arising from circulated correspondence (info only)

There were no items to discuss.

1124. Parish Paths Partnership (P3)

Nothing to report.

125. Planning

125.1 Applic No. 01420/2011 Dornaford Park, Exbourne – single storey extension to rear elevation. Discuss at meeting.

It was decided to support the application as it would not be detrimental to neighbours.

125.2 Applic No. 01426/2011 – Land at Hayes, Holebrook Lane, Exbourne. Proposed extension to existing stock building and erection tractor/implement shed. Discuss at meeting.

It was decided to support the application and the council would welcome landscaping to screen the new build.

125.3 Applic No. 01362/2011 Land at Part Chatafin, Exbourne – erection of agricultural storage building. Granted permission. The notice was placed in the circulation file.

125.3a Cllr Weeks reported to the meeting that applic no. 01285/2011 Land at SS609026, Exbourne (proposed agricultural workers dwelling and agricultural building) has been withdrawn.

126. Finance

126.1 Received letter from Exbourne Pre-School claiming the grant of £75 awarded to them. This has been agreed (page 369 114.1 item v.) and a cheque was signed.

126.2 Received first half of precept - £2572.50

126.3 Received burial fund grant - £58. The chairman asked the clerk to check this payment. If, as he thinks, it is for Jacobstowe burial ground then he feels the council cannot accept it as it is not a burial ground. The clerk to enquire.

126.4 The clerk has submitted a claim for a refund of VAT to HMRC for £615.92

126.5 Agree and sign the Annual Return for year ended 31st March 2011.

The clerk explained the figures in section one of the document and section 2 was also discussed. All were in agreement the Chairman and R.F.O should sign the Annual Return. The clerk has not shown the overpayment of precept as this was paid back and would inflate the precept figure on the Annual Return form.

Cllr Weeks asked the clerk what the unspent amount would be this year to place in general reserves. The clerk will look into this.

126.4 Details of balance at bank - the most recent bank statement shows a balance of £8245.32 as at 8th April 2011. This included the first half of the precept and the burial fund grant. There is the Grant to the pre-school (£75). There are outstanding cheques for £117.00, £213.60, £82.50 and £108.85. The reclaimed VAT £615.92 also has to be added. This brings the balance to **£8264.29**. Of this £272.42 is P3 of and £7991.87 is precept money.

127. Matters at the discretion of the Chairman

127.1 Cllr Phipps queried the part demolition of the house in Jacobstowe right by the main road. Cllr Weeks informed him it was in the hands of the Enforcement Officer.

127.2 Cllr Lawson informed the council that there had been three break-ins at properties In Jacobstowe and garden machinery had been stolen. Keep items secure.

127.3 An email had been sent out about a workshop being held in connection with the Statement of Community Involvement. Cllr Weeks stated he would like to attend.

127.4 Following the election there is one vacancy in Exbourne and two vacancies in Jacobstowe. The council can co-opt to fill them. The clerk to put up notices asking for persons interested in being considered for co-option. To be discussed at the next meeting.

127.5 the clerk stated she had written to Helen Dobby about the recycling blowing off Of the lorry, but had received no response. Cllr Weeks stated he had received an email. WDBC have taken it up with the contractor and are to monitor the situation, The clerk to chase this up.

127.6 The chairman concluded the meeting by expressing his appreciation of the amount Of effort Dave Weeks has put in during his time as Borough Councillor. He will be missed. He then thanked the Councillors and Clerk for their efforts and stated he looks forward to the new council.

The next meeting will follow the Annual Parish Meeting, which will take place on Wednesday May 25th starting at 7.30 p.m. It will be held at The Village Hall, Exbourne.

The chairman closed the meeting at 9.25 p.m.