

**Minutes of the Annual Meeting of the  
Exbourne with Jacobstowe Parish Council held on Wednesday 25<sup>th</sup> May  
2011 at 19.55 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 two members of the public**

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

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

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

**5. Being election year fill any vacancies left unfilled at the election by reason of insufficient nominations.**

Adverts had been placed in the noticeboards and three applications had been received from Brian Cobb (Jacobstowe), Ulrik Lawson (Jacobstowe) and Stephen Blakeman (Exbourne). Cllr Weeks proposed that these three applicants be accepted as they have previously been valuable members of the council. Cllr Phipps seconded with all in favour.

**6. Being election year receive declaration of acceptance of office from all councillors and consider Register of Interests.**

All the councillors present signed their declaration of acceptance of office form and filled in their register of interests.

**7. Representatives to committees**

**Northern Link** - Cllr Lawson was happy to continue representing the council at this committee. Cllr Weeks was happy to be the second representative. If Cllr Lawson is unable to attend a meeting then Cllr Weeks would go. The clerk to inform the person who organises the link meetings.

**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. It is understood that things will alter on September 1<sup>st</sup> when the school becomes federated, but just ascertain that she is still happy to continue until then.

**8.** 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 25<sup>th</sup> May 2011 at Exbourne Village Hall, following the Annual Council Meeting.**

**9. Those present**

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

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

**11. Declarations of Interests –** Cllr Phipps declared a personal interest in item 4.3 as he is chairman of the Playing Fields Committee. Cllr Glanville declared a personal interest in item 4.2 (fathers property) and 4.3 (parish council representative on the committee).

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

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

**13.1 Jacobstowe burial ground –** Cllrs Weeks and Luxton met with The Venerable John Rawlings (Archdeacon of Totnes). The chairman read out the letter from Michelmores Hughes, which had been discussed at the last meeting. The Archdeacon is still very supportive of what the council is trying to achieve. It is out of the question for the council to enter into an open ended financial agreement when it is public money that they are responsible for. The Cllrs made it clear to him that the land is owned by the parish council and the chairman mentioned to him what would happen if the council decided to charge for parking. The Archdeacon had not considered this. He stated he would take it to the Exeter Diocesan Board, who had a meeting at the end of May. The chairman has not heard anything. It was decided to wait until the next meeting and see if the Archdeacon has reported back and then make a decision.

**13.2 Suspected sewage leak on Fore St., Exbourne – Environment Agency are investigating –**

Jim Burdiss from Environment Agency has met with the chairman. Cameras have now been put down the offending pipe and South West Water have now accepted responsibility for the sewage pipe. The contractors, May Gurney, have been on site and put cameras down and red markings have been put down. This problem should now have been rectified so it can be removed from the agenda.

**13.3 Rose Cottage, Jacobstowe** – Cllr Weeks contacted the new Head of Planning and complained that visits to the previous Head of Planning and the Enforcement Officer had not accomplished anything. The Conservation Officer has now visited the site and he has agreed that preliminary works can be carried out as long as LBC is applied for. An application has been submitted, but it was not complete. He has taken this pragmatic view as the applicants had originally intended small works, but the cob fell down and it has turned into a bigger scheme than originally intended. DCC have also responded and that has led to the traffic lights being placed at the site.

**13.4 Playing Fields Crossing** – Cllr Glanville asked if the council can contact DCC and request a crossing for children using the playing fields and also to extend the 30 mph limit towards Jacobstowe. Currently crossing the road here is dangerous. The Playing Fields Committee are planning to create a car park at the site and the school wish to create a wildlife area. More children are using it. When the parish plan was conducted there was a lot of support for a crossing. It was agreed the clerk should contact James McInnes and request a site meeting with him and someone from Highways, along with representatives from the parish council, playing fields committee and school/playschool.

**13.5 Clerk has ascertained that the Burial Fund Grant can be used for Exbourne burial ground** – the council had thought it was for Jacobstowe, which is now no longer a burial ground, but it can be used for Exbourne Church.

#### **14. New Items**

**14.1 Workshop concerning the Statement of Community Involvement – Cllr Weeks attended:** the event was well attended. It was organised by officers of WDBC. The SCI is a document that all planning authorities have to prepare. It sets out how communities are involved in preparing development plans and the processing of planning applications. Because of changes to the planning system the existing SCI needs updating. Cllr Weeks does not expect anything to be finalised for at least 6 months.

**14.2 Request from village hall committee that the council sponsors a Christmas tree** – all were in agreement that the item be deferred to the June meeting when grants will be considered.

**14.3 Insurance – Came and Company have sent renewal reminder. Premium this year is £291.96** – last year the insurance was £281.49. If the council enters into a three year agreement the premium will be reduced to £277.36. Cllr Blakeman proposed that the council enters into a three year agreement. This was seconded by Cllr Cobb and agreed by all. A cheque to be signed for £277.36.

#### **15. Matters arising from circulated correspondence (info only)**

The clerk has finally received the letter from WDBC concerning the litter left by the Recycling crews. The area has been monitored, but if there are problems then the Council is to inform WDBC. Cllr Phipps stated that he had picked up six pieces of Recycling that had blown off the lorry between Birchwood and the top of Coxwell hill. The clerk to inform WDBC of this.

## **16. Parish Paths Partnership (P3)**

The clerk has received a letter from Ros Davies from DCC Rights of Way. It confirms the Grant as £100 and states she or the Rights of Way Warden are pleased to meet with Parish representatives. The clerk to send a copy of this letter to Ian and also ask if he is Still happy to continue as P3 Co-ordinator.

## **17. Planning**

**17.1** Applic No. 01285/2011 Land at SS609026, Exbourne – proposed agricultural workers dwelling and agricultural building. This application has been withdrawn.

## **18. Finance**

**18.1** Received invoice from clerk for expenses - £32.26 (some of this amount Sampford Courtenay Parish Council will pay half of the costs). There is an invoice for £16.20 + VAT. If EJPC reclaim the VAT and then SCPC will pay half of the net cost (i.e. £8.10 ). All were in agreement that the invoice be paid.

**18.2** Received refund of VAT from HMRC - £615.92

**18.2a** First standing order was paid on April 25<sup>th</sup> for clerks wages (£136.80).The second one should have been paid out today.

**18.2b** Insurance – a cheque was signed for £277.36 (agreed page 46 item 14.3).

**18.3** The council to consider whether it wishes to amend any of its instructions on operating it's account with the bank – currently the four signatories are Cllrs Luxton, Weeks, Phipps and Glanville. All agreed that it should remain the same.

**18.4 Details of balance at bank** – the most recent bank statement shows a balance of £7586.57 as at 27<sup>th</sup> April 2011. This includes the first standing order payment of £136.80. there is the grant for the pre-school £75 there is the addition of reclaimed VAT £615.92. There are the cheques paid this evening £32.26 and £277.36. There is the second standing order £136.80 due to be paid out on 25<sup>th</sup> May and the hire of the hall for April and May £33.00. This brings the balance to **£7648.07**. Of this £272.42 is P3 money and £7375.65 is precept money.

## **19. Matters at the discretion of the Chairman**

**19.1** Cllr Weeks requested that the removal of the hedge at Risdon Farm be on the agenda for the next meeting.

**19.2** The chairman requested that the Queens Diamond Jubilee be on the agenda for the Next meeting.

**19.3** The chairman also stated that he felt the Finance Working Party has been a success And he proposed that it continue. It was unanimously agreed that Cllrs Weeks, Cobb and Phipps continue.

The next meeting will be held at The Village Hall, Exbourne on Wednesday June 29<sup>th</sup> at 8.00 p.m.

The chairman closed the meeting at 9.00 p.m.