

**Minutes of a Meeting of Exbourne with Jacobstowe Parish Council
held on Wednesday 26th October 2011 at 20.00 in the Village Hall,
Exbourne**

64. Those present

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

There were no members of the public present.

65. Apologies for absence – Cllr Phipps has sent his apologies.

The Borough Councillor, Trevor Hill, has also sent his apologies as he is attending another meeting.

66. Declarations of interest – there were none.

67. Minutes of the last meeting – Cllr Cobb proposed that the minutes be signed as a correct record. This was seconded by Cllr Blakeman. The chairman then signed the minutes.

68. Matters arising from the last meeting

68.1 Removal of hedge at Risdon Farm, Jacobstowe – the chairman has sent a letter to Richard Sheard, the Chief Executive of WD and South Hams Councils expressing his concerns (lack of communication) and raising several questions. Georgina Brown stated that a shortage of staff was a key reason why this issue was not followed up. The chairman has asked what Mr. Sheard intends to do to address this issue. This will go in the circulation file.

The clerk has received a reply from Natural England. The hedge was in the Environmental Stewardship Scheme, which has now been withdrawn. They do not have the authority to take on WDBC and suggested the council contacts the Rural Payments Agency. The council decided to wait and see what response is received from WDBC first.

68.2 Jacobstowe Open Space – the chairman saw Mr. Lane the day after the last meeting and he declined to sign the agreement.

The chairman had spoken with Linda Willing, who had informed him that there was a Diocesan Board meeting on October 19th, but this was a preliminary meeting. The chairman hopes to receive an email with the details of that meeting. The clerk was instructed to send the cheque (a letter acknowledging receipt of the cheque has been received).

Bus shelter – Mr. Lane had spoken of constructing the shelter on ground taking in both the field and the grass verge. The chairman has spoken to Anna Henderson Smith a planning

officer at WDBC (he has provided her with photos of the bus shelters at Fairy Cross) and he is awaiting her response.

The chairman spoke with Mr. Egan, who felt it would be better to construct the shelter solely on the parish council ground. Nothing further can be done about this until the legal side has been sorted.

Mr. Lane has approached Cllr Cobb and informed him that the lock to the burial ground has broken and can it be replaced. The council were unanimously in agreement that Mr. Lane can buy a new lock and the council will reimburse the amount paid on submission of a receipt.

Michelmore Hughes have sent an invoice for land used as car park 5 years rent in advance £5.00. This was discussed and it was unanimously agreed that this invoice should be paid.

68.3 Playing Fields Crossing – the chairman had attended the Playing Fields Committee meeting and had informed them of the request made to Devon County Council. Suggestions were made at the meeting, but it is doubtful that DCC would consider them as they go on actual danger and not potential danger.

69. New Items

69.1 Traffic speeding on east side of Exbourne village - no letter has been received. This item will now be taken off the agenda until a letter is received.

69.2 Request from West Devon Citizens Advice Bureau for a donation – Cllr Weeks informed the council that there is still £200 in the grants budget which has not yet been allocated.

Cllr Lawson proposed that £50 be donated. This was seconded by Cllr Glanville and all were in favour.

69.3 WDBC request details of precept by Friday 27th January – the clerk has received a letter informing the council of this. The Finance Working Group will begin working on next years precept.

69.4 Completion of Annual Audit – the audit has been completed. The external auditor has commented that the parish council did not adhere to their financial regulations. This has been addressed and the financial regulations have been amended. They have stated that the recommendations made by the Internal Auditor should be addressed by the council and that as the accounts are prepared on a receipts and payments basis only items in that year should be included. Reference made to a VAT invoice that is not included in this years accounts, but the VAT has been reclaimed. The clerk is aware of this and stated that sometimes HMRC get concerned if claims are made for invoices that come from a period where a claim has already been made.

The clerk will advertise the Conclusion of the Audit and Right to Inspect the Annual Return.

70. Matters arising from circulated correspondence (info only)

There was none.

71. Parish Paths Partnership (P3)

71.1 Invitation to P3 Christmas Workshop at Merton on November 28th - Ian Brooker has stated he wishes to attend. There are two spaces available, but if more are needed then names will be added to a shortlist. The chairman and Cllr Weeks stated they would like to attend.

71.2 Problems on sections of footpaths 1 and 5 – the field has been ploughed and has left the path impassable in places. Ian Brooker has contacted the person responsible and a smooth track has been created. More work is required, but at least some work has been done to improve access.

72. Planning

72.1 Applic No. 01998/2011 – Buskin Farm, Exbourne – installation of ground mounted solar photovoltaic panels. (this application was received after the agenda went out). This was discussed and the council fully supports the application. The site is not highly visible and it will not be detrimental to the character of the listed building.

73. Finance

73.1 Donation to Royal British Legion - £75.00. This was agreed at the June meeting (page 51 item 25.2.4). All agreed that the cheque should be signed.

73.2 Invoice from Mr. R.I. and Mrs. J.F. Phipps – strimming footpath at Coxwell - £60.00 (incorrectly stated as £50 on agenda). It was proposed by Cllr Cobb and seconded by Cllr Lawson that this invoice be paid.

73.3 Invoice from clerk for wages and expenses - £323.50.
It was proposed by Cllr Cobb and seconded by Cllr Weeks that this invoice be paid.

73.4 Invoice from Audit Commission for external audit - £144.00.
This was received this morning. It was proposed by Cllr Blakeman and seconded by Cllr Cobb that this be paid.

73.5 Invoice received from Michelmore Hughes for five years rent in advance for Land used as car park at Jacobstowe Glebe - £5.00. This has been agreed earlier in the meeting (page 67 Item 68.2). It was proposed by Cllr Glanville and seconded by Cllr Cobb that this be paid.

73.6 Donation towards West Devon Citizens Advice Bureau - £50.00. Agree on page 67 item 69.2). it was proposed by Cllr Blakeman and seconded by Cllr Lawson that this be paid.

73.7 Details of balance at bank – the most recent bank statement shows a balance of £9419.57 as at 21st September 2011. There is the hire of the hall for

April/May/June/Aug/Oct £82.50. Outstanding cheques 620 (£722.40). There are the donations agreed at the June meeting still to be paid (£175.00). There are the cheques signed this evening for £75.00, £60.00, £323.50, £144.00, £5.00 and £50.00. This brings the balance to **£7782.17**. Of this £212.42 is P3 money and £7569.75 is precept money.

74. Matters at the discretion of the Chairman

74.1 The weather vane has been repaired and is awaiting sponsorship.

74.2 The water leak opposite the telephone exchange has now been repaired.

The next meeting will be held at The Village Hall, Exbourne on Wednesday November 30th at 8.00 p.m.

The chairman closed the meeting at 9.50 p.m.