

DOLTON PARISH COUNCIL

MINUTES OF THE MEETING HELD ON MONDAY 5 NOVEMBER 2018 IN DOLTON VILLAGE HALL, at 7.30

PUBLIC SESSION :

No-one wished to speak at the public session.

PRESENT:

Cllr Lock (Chair); Cllrs Dunn, Giles, Haynes, Martindale, Rendell, Rolls and Walker.
Clerk L Morris

4 members of the public
C.Cllr A Saywell

DECLARATIONS OF INTEREST:

Members were invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in any items to be considered at this meeting:

- Cllr J Lock: matters relating to the Village Hall.
- Cllr S Martindale: personal interest arising from a shared boundary with the Acorn Farm Lodges' site, and any matters relating to Devon Wildlife Trust

83 (18/19) APOLOGIES FOR ABSENCE:

There were no apologies for absence from Parish Cllrs.
Ward Cllr Lock had sent her apologies.

84 (18/19) MINUTES:

The Draft Minutes of the Parish Council meetings held on Monday 1st October and Monday 22nd October had been circulated. They were agreed by all to be correct and signed as a true record.

85 (18/19) MATTERS ARISING

Actions from the last meeting were reviewed.
Ward Cllr Lock had advised the meeting that the Local Plan has now been adopted by both Torridge and North Devon District Councils.

86 (18/19) CLERK'S REPORT:

There were no matters to report not otherwise on the agenda.

87 (18/19) CORRESPONDENCE:

The list of correspondence received was reviewed.

Ref	Date	Correspondent	Content	Action
8/1	1/10/18	Philip Collins	Availability of 10-12 ft Christmas tree	Discuss
8/2	8/10/18	TDC	Gigaclear rollout	Information

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8/3	10/10/18	DCC	World Mental Health	Information
8/4	12/10/18	CAB	Request for PC to donate	Include in Community Grant Applications
8/5	15/10/18	Devon Comm Together	Benefits and Money Advice Training	Information
8/6	17/10/18	Highway Maint Team	Closure of Training Centre	Information
8/7	17/10/18	Cllr A Saywell	Update on A3214	Information
8/8	22/10/18	Zurich	Confirmation that 'Tommy' is insured	Information
8/9	22/20/18	DCC	Communities Together Fund (was TAP)	Information Submit by 28/2/18
8/10	22/10/18	Devon Comm Together	Resilience Forum invitation	Information
8/11	Oct	DCC	Devon Local Flood Risk Mgmt Strategy	Information
8/12	1/11/18	TDC	Bideford, Northam and Rural Parishes meeting 12 November.	Information

88 (18/19) TO CONSIDER FINANCIAL MATTERS

a) The proposed payments were scrutinised and approved for payment.

Payee	Date of Invoice		GROSS	Inc VAT	Cq
M Lock	29.10.18	Caretaking	120		1093
D Lock	29.10.18	Grass Cutting	255		1094
L Morris	31.10.18	Home Office	10		1095
P Rendell	15.10.18	Reimbursement Notice Board	600.6	100.1	1096
D&D Village Hall	01.11.18	Hall Hire	14		1097
TDC	18.10.18	Clerk's salary	1844.94		1098
A Caverly	5.11.18	Bulbs and compost	174.42	17.12	1099
			3018.96		

The Payments were checked by Cllr Haynes. Cheque payments were proposed by Cllr Martindale and seconded by Cllr Rolls. Cheques were signed by Cllr Dunn and Cllr Walker.

b) Receipts were reported:

a) RECEIPTS after 15 OCTOBER 2018	
PCC Devon & Cornwall	1500.

c) Bank Reconciliation. The Clerk presented the bank reconciliation to 15 October 2018

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BANK RECONCILIATION TO 15 OCTOBER 2018

Balance at bank 15/10/18

Current Ac sheet 177	19,735.03
Reserve Ac sheet 71	1,150.18
95 Day Ac sheet 55	41,578.83

Less un-presented cqs at 15/10/18	130.00	cq no	amount
		1087	120.00
		1088	10.00
			130.00

Plus un-cleared credits at 15/10/18	0.00
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Total Balance at bank at 15/10/18 **62,334.04**

Cash Book

Opening Balance from accounts at 1/4/18	43,209.10
Less payments to 15.10.18	5,568.03
Plus receipts to 15.10.18	24,692.97
Closing balance per cash book at 15.10.18	62,334.04

Variance **0.00**

d) Any other financial matters.

- i) **Community Grant.** It was agreed that the invitation to apply for the Community Grant should be publicised this month with a closing date of 31 January 2018.
- ii) **Communities Together Fund.** Two suggestions were considered. It was agreed that the Dolton and Dowland Diary would be supported for one year to enable it to become a free publication, available to every home in Dolton and Dowland. It was anticipated that the Diary would be self-sustaining as a free publication thereafter. It was agreed that the second suggestion of a war memorial in Dowland would be considered next year when discussions about managing this project were more developed.
- iii) **Reserves.** Audit had noted, and Cllrs were aware of the level of reserves, largely due to historic Section 106 funding which will be used for the benefit of the village. Several projects were discussed:
 - Refurbishment of Village Hall toilets. It was agreed that the Parish Council would consider a request from the Village Hall Trustees (who own the Village Hall on behalf of the whole village) to support the cost of refurbishing the toilets. The total cost of the project is £22,000: some of this cost would come from existing Village Hall reserves, and some possibly from other grant funders. Cllrs agreed that the Village Hall, which

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is used by residents nearly every day of the year, is a valuable village asset and one which should be maintained appropriately for the benefit of all. It was agreed that contributing to the cost of the refurbishment would be an agenda item for the December meeting and a representative from the Village Hall Committee would be welcome to present the written application for funds.

- Developing the playing field facilities. Cllrs agreed that community led projects to add value for the community would be considered.
- Further traffic calming measures would be considered.
- Updating the public convenience in The Square. This is not Parish Council property but it is now very out-dated and liable to fall into disrepair if not attended to. Clerk to check if any agreement exists between the Parish Council and the owners.

- iv) **Precept Planning.** It was agreed that Cllr Haynes and Cllr Giles would work on the 2019/20 precept with the Clerk.

89 (18/19) TO CONSIDER PLANNING MATTERS

- a) There were no planning applications to be discussed. It was noted that there were no objections to an application where the deadline had expired (1/1029/2018/LBC) for the removal of an internal wall at the Olde Dairy, North Street.
- b) It was noted that permission had been granted for the following:
1/0884/2018/FUL Livestock bldg. Down Farm
1/0885/2018/FUL Steel silage bldg affecting right of way Down Farm
1/0935/2018/FUH off road parking, 36 Stafford Way
1/0959/2018/TCA beech tree crown reduction, St Edmunds Church
1/1262/2016/OUT for 9 dwellings at Fishleigh Park
- c) There were no matters withdrawn
- d) There were no matters refused
- e) Any other planning matters. Ward Cllr Lock had sent a report about Acorn Farm. The Legal Department at TDC had rejected the application for residential development, and it was unknown whether this decision would be appealed or if a full application would be submitted.

90 (18/19) PARISH GROUNDS. Matters Relating to:

- a) Car Park. i) The Car Park Access Easement document is still with the solicitors. ii) The Car park had been closed as planned with all vehicles removed. iii) It was agreed that the directional sign on the corner of the Ram's Head was too small and a larger one should be purchased for the sum of £50.37. iv) It was agreed to request a new dog waste bin for the entrance to the field behind the car park, and also one for the entrance to Halsdon Woods if possible.
- b) Football field. There had been no progress with discussions between the football club and the proposed community project; it was noted that the Parish Council does support the project in principle.

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A discussion about a neighbour's planned work to the boundary was held, and a response agreed. The hedge is part of the conservation area so must be retained.

- c) Dennis Cross. Nothing to report.
- d) Memorial Garden. It was confirmed that the 'Tommy' would be in place for Remembrance Day, and that the wreath and flagpole were ready.

91 (18/19) Maintenance and Traffic Issues

- a) The grant for the speed sign has been received. A further application to the Locality Fund for £500 will be made and installation of the speed signs will now go ahead.
- b) The new noticeboard is now in situ.

92 (18/19) Cllr Vacancy

One expression of interest had been received from Karen Herniman. Cllr Dunn proposed that Karen Herniman be co-opted to the Parish Council; Cllr Walker seconded and all were in favour. The Clerk will check with TDC to make sure the legal aspects have been complied with.

93 (18/19) Website.

The new website has been built and is now live: <http://www.doltonparishcouncil.org.uk>

The Clerk and Cllr Martindale would be trained to upload documents and manage the site.

94 (18/19) Verbal Reports from Meetings Attended.

No meetings had been attended.

95 (18/19) Items Brought Forward by the Chair for information only.

There were no items brought forward by the Chair.

Signed Date