

DOLTON PARISH COUNCIL

MINUTES OF THE MEETING HELD ON MONDAY 3rd JUNE 2019 **IN DOLTON VILLAGE HALL**

PUBLIC SESSION :

A question was asked about the current status of the Acorn Farm site. It was confirmed that the licence is for holiday use only. It was noted that this does not limit the number of weeks the lodges can be used for, but it cannot be the main (only) address.

A further question was asked about the Orchard Gate development and whether it was for sale.

It was reported that some action was being taken by the Housing Association following a resident's complaint about her neighbours, so any communication from the Parish Council will not be needed at the present time.

It was reported that a meeting about the Pavilion is scheduled to take place next week. The Parish Council's attention was drawn to new opportunities to secure funds, including the 'Doing What Matters' fund where a bid to support the development of the Pavilion might be possible.

It was reported that the planning application for Glamping Units at Stafford Moor had been granted. These are not in the Dolton Parish but it was reported for information.

PRESENT:

Cllr Walker (Chair); Cllrs Haynes, Herniman, Lock, Martindale, Rendell, Rolls and Tremayne.
Also in attendance : Clerk L Morris; Ward Cllrs R Lock and M Clarke
7 members of the public

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 Rendell: 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

30 (19/20) APOLOGIES FOR ABSENCE:

Apologies for absence had been received from Cllr C Giles. Also from C Cllr A Saywell.

31 (19/20) MINUTES:

The Draft Minutes of the Parish Council meeting held on Monday 13th May 2019 had been circulated. They were agreed by all to be correct and signed as a true record.

The draft Minutes of the AGM held on Monday 13th May were also read and were agreed.

Cllr Rolls proposed, Cllr Martindale seconded that the Minutes of the AGM be signed as a true record – all were in favour.

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32 (19/20) MATTERS ARISING

Actions arising from the last meeting were reviewed. Ward Cllr M Clarke advised the meeting that he has a red ensign flag which could be raised on 3rd September, Merchant Navy Day.

33 (19/20) CLERK'S REPORT:

The Clerk confirmed that all Cllrs' forms that had been passed to her had been submitted.

34 (19/20) PARISH COUNCIL PROCEDURES

A discussion was held about how matters brought to the Cllrs attention between meetings should be dealt with. It was agreed that all matters would be held until the next meeting unless urgent, in which case the Chair would make a decision about any actions or responses. If necessary the Clerk would send a response to the correspondent to inform them when the matter would be discussed.

35 (19/20) PARISH COUNCIL PROFILES

A discussion was held about how residents would be able to find out about the Parish Cllrs. Basic details are currently available on the website but it was suggested that a brief profile of each Cllr be published in the Diary and on the website. This was agreed.

36 (19/20) CORRESPONDENCE:

The list of correspondence received was reviewed.

Ref	Date	Correspondent	Content	Action
3/1	23/5/19	Mr G Hutchings	Barfield Close car park	discuss
3/2	24/5/19	Mr G Allin	Request to Hire Dennis Cross 11/8/19	discuss
3/3	24/5/19	Devon Communities Tog	Rural Futures Conference invitation	information
3/4		Natural Devon	Conference 6/7/19	invitation
3/5	30/5/19	DCC	Verges and wildlife	information

An email from a resident relating to the smoking shelter at the Royal Oak Public House had been received and a response was unanimously agreed via email exchange. The Parish Council believes that this is a removable and temporary structure therefore it does not need to have planning permission. The current shelter is a replacement for a previous shelter that was in use for some time.

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37 (19/20) TO CONSIDER FINANCIAL MATTERS

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

Payee	Date of Invoice		Gross	Inc VAT	Cq No
M Lock	29/05/2019		120		1145
M Lock	29/05/2019		40.28	1.23	1146
D Lock	02/06/2019		300		1147
L Morris	31/05/2019		13.89	0.4	1148
D&D Village Hall	30/05/2019		8		1149
Trowers & Hamlins	30/05/2019		658		1150
P Down	28/05/2019		35		1151
Just Office	24/05/2019		225.18	37.53	1152
A Caverley	03/06/2019		60.7		1153
Square One Signs & Graphics	03/06/2019		2814	469	1154
			4275.05	508.16	

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

b) It was noted that £260 had been received after the 15th May: this sum was therefore not included in the reconciliation balance.

c) Bank Reconciliation. The Clerk presented the bank reconciliation to 15 May 2019:

BANK RECONCILIATION TO 15 May 2019			
Balance at bank 15/05/19			
Current Ac sheet 184 to 15 May 2019	15,327.95		
Reserve Ac sheet 78	1,151.52		
95 Day Ac sheet 62	41,736.69		
Less un-presented cqs at 15/05/19	2,464.16	cq no	amount
		1136	120.00
		1137	255.00
		1138	10.00
		1139	30.00
		1140	1,110.39
		1141	212.85
		1142	32.92
		1143	600.00
		1144	93.00

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			2,464.16
Plus un-cleared credits at 15/05/19	0.00		
Total Balance at bank at 15/05/19	55,752.00		
Cash Book			
Opening Balance from accounts at 1/4/19	50,564.19		
Less payments to 31.5.19	2,471.16		
Plus receipts to 31.5.19	7,658.97		
Closing balance per cash book at 31.05.19	55,752.00		
Variance	0.00		

- d) i) Internal Audit Report. The 2018/19 accounts had been subject to an internal audit. The Internal Audit Report was presented and approved.
- ii) Annual Governance Statement. The Annual Governance Statement for 2018/19 was presented and discussed. Cllr J Tremayne proposed that this be approved, Cllr J Lock seconded and all were in favour.
- iii) Accounting Statement. The Accounting Statement for 2018/19 was presented and discussed. The Statement detailed the variances between 2017/18 and 2018/19 and the reasons for these variances were explained. The major differences were for the Precept, Payments and Receipts. The Precept was a matter of timing: there had been an over payment of precept in 2017/18 with an adjustment in 2018/19. The payments' variance was largely due to the car park expenditure in 2017/18. The income variance was mainly due to the grant funding received for the car park in 2017/18. The balance of reserves carried forward to 2019/20 was £50,564. Cllrs discussed the use of these reserves and agreed that future projects to be considered would include a second defibrillator at the 'top' of the village, refurbishment of the public toilet, conversion of the telephone box to an information centre and contributing to works on the football field pavilion which would support the development of village sports and recreation. Approval of the Accounting Statement was proposed by Cllr A Haynes, seconded by Cllr P Rendell and all were in favour.

38 (19/20) TO CONSIDER PLANNING MATTERS

- a) Applications to consider: there were none
- b) Applications granted – there were none
- c) Application withdrawn – there were none
- d) Applications refused – there were none
- e) Any other planning matters – there were none.

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39 (19/20) PARISH GROUNDS. Matters Relating to:

- a) Car Park. Nothing was reported.
- b) Football Field. The Scouts requested that the football field be used for a Police Dog demonstration. Cllrs agreed to waiving the 'no dogs' rule on this occasion as it would be a controlled activity.
- c) Dennis Cross. Nothing was reported.
- d) Memorial Garden. Nothing was reported
- e) Half Barrel Planters. The planters had been planted up.
- f) Telephone Box. Cllrs Martindale and Rendell agreed to start the process of designing a village leaflet and a schematic map possibly with advertising from local businesses around the edge. New toughened glass will replace the old perspex.

40 (19/20) MAINTENANCE AND TRAFFIC ISSUES

- a) Speed signs on Rectory Road. The cheque was signed so this will now go ahead.
- b) The movement of the lodges was again discussed. It was agreed to write to the company to remind them of the actions that need to be taken to minimise disruption when delivering the lodges.
- c) A section of overgrown hedge along Aller Road was reported as causing an issue for residents in the properties opposite. Cllrs agreed to look at this.

41 (19/20) VERBAL REPORTS FROM MEETINGS ATTENDED.

No meetings had been attended.

42 (19/20) ITEMS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR FOR INFORMATION ONLY.

The Winkleigh Neighbourhood Plan had been delivered to homes in Dolton with Winkleigh in their address.

Signed Date