

# **DOLTON PARISH COUNCIL**

## **MINUTES OF THE MEETING HELD ON MONDAY 2<sup>nd</sup> SEPTEMBER 2019** **IN DOLTON VILLAGE HALL**

### **PUBLIC SESSION :**

It was agreed to bring forward to the public session agenda item 10b about the roadside verges. Cllr Martindale introduced Mr Tom Hynes who had looked at the verges in Dolton with a mind to developing wildflower areas to support wildlife. Two areas were suggested: the verge near Dennis Cross playing fields would be suitable as it is bordered by a pavement. A discussion about the possible height of plants and the impact on visibility was held. It was suggested that the area to the side of the stone would be preferred to the area nearer the corner. The other area suggested was the wide verge between Aller Road and Stafford Way. It was agreed that a sign stating the purpose of the verge and that the verge was being managed in conjunction with the Parish Council would be helpful to keep residents informed. It was agreed to put an article in the Diary and include it as an agenda item for the next meeting. Cllr Martindale agreed to take the project forward. It was agreed that future agendas would have a specific item to enable County and District Cllrs to provide a report.

### **PRESENT:**

Cllr Walker (Chair); Cllrs Giles, Herniman, Lock, Martindale, 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 Tremayne: Agenda item 7a) Lakeside Fishing Lodges
- Cllr Lock: matters relating to the Village Hall;
- Cllr S Martindale: personal interest arising from a shared boundary with Oaktree Court (was Acorn Farm Lodges' site), and any matters relating to Devon Wildlife Trust

### **55 (19/20) APOLOGIES FOR ABSENCE:**

Apologies for absence had been received from Cllrs Haynes, Rendell and Rolls.  
Also from C.Cllr A Saywell.

### **56 (19/20) MINUTES:**

The Draft Minutes of the Parish Council meeting held on Monday 1<sup>st</sup> July 2019 had been circulated. They were agreed by all to be correct and signed as a true record.

### **57 (19/20) MATTERS ARISING**

Actions arising from the last meeting were reviewed and there were no matters arising.

### **58 (19/20) CLERK'S REPORT:**

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There was nothing to report other than items on the agenda.

### 59 (19/20) CORRESPONDENCE:

The list of correspondence received was reviewed:

| Ref | Date    | Correspondent      | Content                           | Action                  |
|-----|---------|--------------------|-----------------------------------|-------------------------|
| 6/1 | 8/7/19  | Nat West           | Complaint resolution              | None - resolved         |
| 6/2 | 12/7/19 | PKF Littlejohn     | Accounts confirmation             | None - information      |
| 6/3 | 25/7/19 | Dunn/Whistler      | Tree works update: 30/9 & 1/10/19 | Agenda 7 e              |
| 6/4 | 9/8/19  | Mr R Jennings      | Damage to house/overgrown hedge   | Discuss any action      |
| 6/5 | 14/8/19 | Residents          | Parking in Fore Street            | Discuss any action      |
| 6/6 | 21/8/19 | Residents          | Camping on football field         | Agenda item 9 b i       |
| 6/7 | 31/8/19 | CPRE               | Planning Workshop                 | Information             |
| 6/8 | 19/7/19 | Environment Agency | Abstracting Water Licence         | Discuss & Communication |

It was agreed to write to Mr Jennings (6/4) to advise that the matter of the hedges was being dealt with by Highways, and that letters had been issued. (6/5) The matter of parking in Fore Street was discussed, and it was agreed that there were several locations in the village, including Fore Street, where inconsiderate parking could cause a hazard in an emergency and difficulty for other residents. It was agreed to speak with Cllr A Saywell about the possibility of having signs to help the situation and Cllr Tremayne agreed to write something in the Diary. (6/8) It was agreed that the information about abstracting water would be included in the Diary Report.

### 60 (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 |
|------------------|-----------------|---------------------------|---------|---------|-------|
| Stocksigns       | 22/08/2019      | Speed Sign                | 3381.68 | 563.61  | 1161  |
| M Lock           | 02/07/2019      | Caretaking and Hedge      | 255     |         | 1162  |
| D Lock           | 24/07/2019      | Grass cutting & Strimming | 300     |         | 1163  |
| D Lock           | 30/08/2019      | Grass cutting & Strimming | 335     |         | 1163  |
| D&D Village Hall | 01/08/2019      | Hire of Hall              | 10      |         | 1164  |
| Linda Morris     | 31/08/2019      | Home Office and Postage   | 35.72   |         | 1165  |
| R A Smallacombe  | 31/07/2019      | Service of quad           | 267.19  | 44.53   | 1166  |
|                  |                 |                           | 4584.59 |         |       |

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

b) There were no receipts after the 15<sup>th</sup> August.

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

| <b>BANK RECONCILIATION TO 15 AUGUST 2019</b>     |                  |                                       |                 |
|--|------------------|---------------------------------------|-----------------|
| <b>Balance at bank 15/08/19</b>                  |                  |                                       |                 |
| Current Ac sheet 187 to 15 August 2019           | 11,244.03        |                                       |                 |
| Reserve Ac sheet 81                              | 1,152.11         |                                       |                 |
| 95 Day Ac sheet 65                               | 41,818.38        |                                       |                 |
|  |                  |                                       |                 |
| <b>Less un-presented cqs at 15/08/19</b>         | <b>1,206.00</b>  | <b>cq no</b>                          | <b>amount</b>   |
|  |                  | <b>1160</b>                           | <b>1,206.00</b> |
|  |                  |                                       | <b>1,206.00</b> |
|  |                  |                                       |                 |
| <b>Plus un-cleared credits at 15/08/19</b>       | <b>0.00</b>      |                                       |                 |
|  |                  |                                       |                 |
|  |                  |                                       |                 |
| <b>Total Balance at bank at 15/08/19</b>         | <b>53,008.52</b> |                                       |                 |
|  |                  |                                       |                 |
| <b>Cash Book</b>                                 |                  |                                       |                 |
| Opening Balance from accounts at 1/4/19          | 50,564.19        |                                       |                 |
| Less payments to 15.8.19                         | 5,556.92         |                                       |                 |
| Plus receipts to 15.8.19                         | 8,001.25         |                                       |                 |
| <b>Closing balance per cash book at 15.08.19</b> | <b>53,008.52</b> |                                       |                 |
|  |                  |                                       |                 |
| <b>Variance</b>                                  | <b>0.00</b>      | <b>Bank error has been corrected.</b> |                 |

d) Any other financial matters: The audit had been completed but the Clerk had not received the final confirmation yet.

### 61 (19/20) TO CONSIDER PLANNING MATTERS

- a) Applications to consider: 1/0663/2019/FUL 2 Lakeside Fishing Lodges, Stafford Moor Fisheries. This was discussed and there were no objections.  
1/0452/2019/FUL Layby 11 Rectory Road Amendment. This was discussed and there were no objections
- b) Applications granted – 1/0532/2019/FUL Chapple Farm agricultural building  
1/0627/2019/TRE 10 Orchard Gate and 1/0597/2019/FUL, 2 Hilliers.
- c) Application withdrawn – there were none
- d) Applications refused – there were none

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- e) Any other planning matters. Tree works at St Edmunds Church would be carried out in October.

### **62 (19/20) FOOTBALL PAVILION**

There had been no further meetings and there was no further information about the current lease agreement.

### **63 (19/20) PARISH GROUNDS. Matters Relating to:**

- a) Car Park. i) Ethel Turner bench. It was agreed that the quote for fixing the bench was acceptable. ii) The closure of the car park for the flower show was discussed. It was agreed to add it to the agenda for the next meeting when all Cllrs would be present. iii) Deed of Easement. There had been no progress.
- b) Football Field. i) Camping request. The request for a private hire of the field for camping had not been accepted as no safeguarding documentation was available. It was agreed to consider the consequences of camping and the arrangements that would be necessary , and include on the agenda for the next meeting. ii) It was agreed not to charge for the use of the field for the first trial of the Walking Football Group.
- c) Dennis Cross. It was reported that the gate may be in need of attention.
- d) Memorial Garden. Nothing was reported.
- e) Half Barrel Planters. The new signs had been put on the barrels.
- f) Telephone Box. There had been no professional interest in renovating the telephone box so it would have to be a DIY project. Some panes need to be re-glazed.

### **64 (19/20) MAINTENANCE AND TRAFFIC ISSUES**

- a) The speed signs had been delivered.
- b) The verges had been discussed in the public session
- c) It was reported that the public toilet in The Square had been completed. It was agreed that a letter of thanks would be sent to Jamie Parsons for his work.

### **65 (19/20) VERBAL REPORTS FROM MEETINGS ATTENDED.**

Cllr S Martindale had attended a Community Wildlife meeting. Cllr R Lock said that there were some interesting statistics on the Torridge website about local demographics.

### **66 (19/20) ITEMS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR FOR INFORMATION ONLY.**

There were no items brought forward.

The meeting moved to Part II to consider an item from Ward Cllr R Lock. A member of the public said that notice of Part II should have appeared on the agenda with a title. It was pointed out that the item had not been known when the agenda was issued.

Signed ..... Date .....

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