

MINUTES OF THE ANNUAL GENERAL MEETING OF MEMBURY PARISH COUNCIL held in the Village Hall on Thursday, 21st May 2015 at 7.30pm.

PRESENT: Ruth Foster, Simon Foster, Richard Barrell, Bill Foster, Mike Bell, Debbie Burrough, Lesley Warren, Phil Pearse, Mark Burrough, Councillor Andrew Moulding and 1 parishioner – Jon Swarbrick.

1. **ELECTION OF CHAIRMAN** – Richard Barrell was proposed by Lesley Warren and seconded by Mike Bell. Debbie Burrough was proposed by Simon Foster and seconded by Bill Foster. Debbie Burrough was elected as Chair.
2. **ELECTION OF VICE CHAIRMAN** – Richard Barrell was elected as Vice Chair.
3. **ELECTION OF CLERK** – Sarah Tennant was elected as Clerk.
4. **ELECTION OF REPRESENTATIVES:**

Village Hall: Lesley Warren

Playing Fields: Richard Barrell

Emergency Officer: Ron Martin

Planning Committee: Bill Foster

Phil Pearse

Mike Bell

Debbie Burrough

Mark Burrough (reserve)

Expression of interest and acceptance forms were handed out.

5. **MINUTES** of the last meeting held on 10th March 2015 were confirmed and signed off by the Chairman Debbie Burrough.

6. **MATTERS ARISING:** none.

7. **CORRESPONDENCE:**

- EDDC Annual Council meeting on the 27th May in the council chamber, Knowle. Agenda emailed.
- Blackdown Hills AONB – Parish Network AGM on 22nd June at 7.30pm in the Dutch Barn, Woodhayes, Honiton. Details emailed.

- Minutes of the Axe Valley Local Action Group meeting and newsletter emailed.
- Planning Policy manager Matthew Dickens sent an email re East Devon Local Plan and Community Infrastructure Levy. Consultation on proposed changes – responses must be received by 12th June. A. Moulding advised on Levy and ‘sustainability’ issue and discussion followed. M. Bell agreed to do a short paper on the issue.
- DALC – various courses available including new councillor training and chairmanship short course. Clerk to liaise with councillors and book courses if required.
- DCC – Electoral Boundary review. Membury will be in a long swathe of villages from Chardstock to Whimple but NOT including Axminster (which will be in with Axmouth and Uplyme). Andrew Moulding suggested a meeting of the 10 parishes to discuss. Email from A. Moulding to follow. Simon Foster suggested most of Membury community would have strong links with Axminster and would not be happy with the changes. Any responses need to be given by 6th July.
- Diana Vernon (EDDC) – Introduction to planning and standards session. 4th or 10th June. RB, MB, RF, PP and DB expressed interest.
- Email from Sam Dare – would like to use the car park on Sat 8th August 10am-4pm for annual boules tournament. They will make up the usual notices and advise those who regularly park. Councillors agreed to the closure.
- Email from Lynette Burrough – PTFA would like to close the car park on Sat 11th July 11am – 5pm for summer fete. Councillors agreed to the closure.
- Email from Paul Diviani re dog fouling. On-going problem especially with dogs allowed to roam free. S. Foster suggested putting a big notice in the Mercury (full page) and will arrange for September. More notices possibly available from Nick Yool. Stencils can also be put on the road (last 3 weeks)

8. PLANNING

- Valley Vista now withdrawn. Notes were from the former parish councillors were made available to new PC for information.
- Bowditch Farm – construction of 3 bed dwelling and detached garage. Status: awaiting decision.
- North Grays Farm – S. Tetlow. History – planning has been approved but there are concerns from neighbours that planning conditions are not being met. Councillors agreed that as it’s been passed, the PC should not get involved directly but act as watchdogs to ensure conditions are being met. Any concerns should be passed to enforcement officer at the planning department.

9. NEIGHBOURHOOD PLAN

The Neighbourhood Plan committee are keen that the new PC should approve the continuation of work. Mark Burrough is on the Neighbourhood Plan Committee. Mike Bell congratulated everyone on the NP committee on an excellent job done so far – it is very much appreciated. The PC will invite Alex Tasker to the next meeting in July to update the council on the draft Neighbourhood Plan.

10. FINANCE

- The 2014/15 accounts were approved by the Chairman Debbie Burrough.
- The annual return to the audit commission was signed off by the Chairman and Clerk
- Internal audit to be carried out by Jeanette Tuck in the next few weeks.
- Cheque signatories discussed and agree that current signatories D. Burrough, P. Pearse, B. Foster would remain and that R. Barrell would complete paperwork to also become a signatory. Clerk to initiate via Lloyds website and pass information to R. Barrell for completion.
- Budget discussed. S. Foster suggested getting quotes for large contracts e.g. grass cutting.
- It was suggested that some local volunteers could be trained as road wardens. M. Bell to suggest this to some people he thinks might be interested. A. Moulding to email M. Bell with contact at DCC that PC could approach re training.

Payments for Approval:		£
812	Membury Merrymakers	50.00
813	J. Wallace – footpaths	216.08
814	Playsafety inspection fee	120.00
815	DALC subscription	114.75
816	N. Yool – clerk's expenses	33.03
817	Membury village hall	10.00
818	Membury PO	57.00

Balances at 30th April 2015 £

General Funds
Clerk's Salary Contingency
Footpath Funds
Flood Grant
Total

11. HIGHWAYS

- Potholes were discussed. A. Moulding advised that it is a safety issue if the pothole is 300mm by 40mm (deep). They should be plotted on EDDC website and if not filled in, the next step should be to phone directly.

Potholes:

- Furley Cross westwards 150yds
- Beckford Bridge – address at next meeting.
- Entrance to Yarty Farm
- Longbridge to Luggs – culvert creates flooding
- Up through Godworthy Moor.

12. FOOTPATHS

- Bill Foster has done some footpath repairs and put up additional waymarker signs. If anyone sees any that need doing, please let him know.
- The lady who did a lot of footpath research for the PC has been thanked.
- Gate at the top of Cleve Hill Lane – a 10ft gate needs to be hung instead of the hunting gate that is there. P. Pearse to install / liaise with B. Foster.

13. ITEMS FOR NEXT AGENDA

- Neighbourhood Plan presentation by Alex Tasker

14. DATES OF NEXT MEETINGS:

7th July, 18th August, 13th October, 1st December. All Tuesday's at 7.30pm.

PUBLIC FORUM

- B. Foster extended thanks on behalf of the new Parish Council to Nick Yool, the previous clerk and all the previous parish councillors for their hard work.
- L. Warren suggested that PC meetings need to be more widely advertised not only in car park notice board but at the PO noticeboard and at Furley (via Bill Sheppard's pigeon hole at the PO).
- J. Swarbrick asked whether we consider the records to be correct re the previous parish council involvement in the Simon Birks case. He would like a full record to be available under the 'Freedom of Information Act'.