

**MINUTES OF THE MEETING OF MEMBURY PARISH COUNCIL held in the Village Hall
on Tuesday, 7th July 2015 at 7.30pm.**

PRESENT: Debbie Burrough (Chairman), Richard Barrell (Vice Chairman), Ruth Foster, Simon Foster, Bill Foster, Lesley Warren, Phil Pearse (until 9.05pm), Mark Burrough, Councillors Andrew Moulding and Paul Diviani, Robbi Robson (minutes), Alex Tasker, 3 parishioners, and Stephanie Jones.

APOLOGIES: Mike Bell

1. MINUTES of the last meeting held on 21st May 2015 were confirmed with the additions of the Balances at 30th April 2015, and signed off by the Chairman Debbie Burrough.

2. MATTERS ARISING:

- Response to the consultation on Community Infrastructure Levy and ‘Sustainability’ had been submitted by Mike Bell. Councillors asked that the response be circulated to them. **Action: Mike Bell**
- Clerk had booked the Chairman onto a Chair’s course at a cost of £30.
- Response to DCC Electoral Boundary review had been submitted and had been circulated to Councillors.
- Dog fouling – Simon Foster reported that he would be placing an article in the September issue of the Mercury.
- JeanetteTuck had carried out the internal audit and the chairman read out the report. She had made 3 points that needed action:
 - The surplus should not be higher than the annual precept and was actually 3 times higher, although some of the money was earmarked for Clerk’s salary.
 - External Audit Process, which is to be replaced by transparency code for small authorities: most of the requirements happen and Jeanette pointed out that Membury PC has a part of the East Devon website which mayh ave more information to help display information.
 - Councillors should have a Council email so that their emails could be differentiated from their personal ones and it was clearer when they were acting as a Councillor rather than a private person. **Action: Ruth Foster** to check with Diana Vernan of EDDC Democratic Services as to how this could be done.
- **Changing signatories:** this had not been completed. **Action: Clerk** to get forms signed by new signatories.
- **Road wardens:** Andrew had sent information. **Action: Mike Bell**

3. NEIGHBOURHOOD PLAN: Alex Tasker gave a detailed presentation on the sections of the plan that the working group had completed which had been sent informally to EDDC. As well as draft policies the plan would also contain Community Actions & Projects, which were ideas suggested by Membury residents that fell outside the ambit

of the plan but the group thought were worth pursuing. These would fall to the Parish Council to take forward. He reported that there were still 5 further sections of the plan to be completed.

He then discussed in detail the controversial section on Housing and Population. A majority of residents were prepared to accept a limited amount of development, but the local plan was being developed in line with government priorities whereby communities like Membury without public transport were deemed to be 'unsustainable' and therefore should have no development. Richard Barrell proposed and Bill Foster seconded a proposal that the Neighbourhood Planning Group should organise a public consultation on the issue of sustainability and development in Membury as a matter of urgency.

Action: Alex Tasker and the NP steering group.

The process for approving the Plan when finalised was (i) present to Parish Council, (ii) formal approval of EDDC, (iii) Government Inspector (iv) Public referendum. It would then be in force for 15 years. Vote of thanks was given to Alex and the steering group for their hard work. **Action: Alex** to send the draft to Councillors.

4. CORRESPONDENCE:

- Parishes Together Fund- email from Jan Bishop (Clerk Musbury) asking if we are interested in using a portion of the grant to employ a contractor for weed killing along road edges in village. – email from Shelagh Barnard (Clerk All Saints) asking if we can work together on any projects. One suggestion is to run a first aid course to help with emergency plans. – email from Andrew Moulding asking how we plan to spend the TAP fund grant for highways work. Clerk emailed Councillors on 15 June but had no response. Councillors were unsure how to deal with this issue without knowing how much money was available and what it was for. **Action: Andrew Moulding** to find out how much Membury has. He suggested that it might be wise to leave it until the winter months when it was likely work would be needed.
- Future developments of Cranbrook – any comments need to be submitted by 7th August.
- Hannah Whitfield EDDC- agenda for the Development Management Committee meeting on Tuesday 14th July 11am in the Council chamber, Knowle.
- Amanda Loombes EDDC – Cabinet agenda 15th July 6.30pm, council chamber, Knowle.
- Letter from the Playing Fields Committee asking if the Council could help with purchase of safety mats. **Action: Richard Barrell** to meet with the Committee to find out the exact position, including what the Council paid for out of the £1,200 budget, and report back to the next meeting for decision.

5. PLANNING

- Blackmores – amended plans. Comments by 16 July
- Rock Mill – LBC + plans. Comments by 21 July
- Hazeldene – plans. Comments by 20 July

- Webble Green – plans. Comments by 17 July
- Quakers – comments already submitted. No objections.
- Bowditch – planning refused
- East Membury farm – plans (no paperwork yet)

6. FINANCE

Payments for Approval:	£
J. Wallace – grass cutting	185.00
Membury village hall	10.00

It was agreed that Councillors should receive a financial report circulated before each meeting with expenditure set against budget. **Action: Simon Foster** to prepare and **Robbi Robson** to type the Budget/Precept 2015/2016 and circulate to Councillors.

7. HIGHWAYS

- Pothole by Yarty House – **Action: Simon Foster to report**
- Beckford Bridge: long term problems: **Action: Simon Foster and Andrew Moulding** to have site meeting with Highway Dept
- Godworthy Moor – breaking away from verge: **Action:** same meeting with Highway Dept

8. FOOTPATHS: Bill Foster reported his actions

- FP 6: way markers brought up to date and safety rail on bridge near Dennings has been made secure. Route through the farm needs to be clarified.
- FP25: Peter Hartnell has been commissioner to clear overgrowth. Signs need attention.
- FP42: stile needs urgent action – asked County to produce new timber and wooden gate. Some costs will have to come out of Membury Parish Council funds.
- FP44: County Council Officers notified of overgrowth. They will cut once this year.

Bill Foster reported that in future if the service was to be maintained, more funds would need to come out of the Precept.

9. POLICE REPORT: An email had been received from Andy Trott to report 1 theft by finding in Membury. They have moved into the New Police Station behind Axminster Fire Station – but there is no access to members of the public.

10. APPOINTMENT OF NEW CLERK: The Vice-Chairman reported that there had been 2 enquiries and 1 application for the post. Stephanie Jones was in attendance at the

meeting. Lesley Warren proposed and Mark Burrough seconded a resolution: That an interview panel be set up comprising Debbie Burrough, Richard Barrell and Ruth Foster with delegated authority to interview, appoint and agree contract for a new Clerk.

11. ITEMS FOR NEXT AGENDA

- Snow Warden (Debbie Burrough)
- Playing Fields (Richard Barrell)
- Neighbourhood Plan – to look at the suggested Community Actions & Projects

12. DATES OF NEXT MEETINGS:

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

PUBLIC FORUM

- Mr Hosking reported the missing signs on FP 25.
- Mrs Hosking expressed thanks that the Church flag had been at half mast.
- Mr Tasker suggested that the Council should consider setting up a Community Land Trust. There was a general discussion and a view was expressed that the finalising of the Neighbourhood Plan was needed before that should be considered. Andrew Moulding gave examples of such Trusts in neighbouring villages. **Action: Ruth Foster** to gather information to bring back to the Council at a future meeting.

The meeting closed at 9.45 pm