

Membury Parish Council

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Minutes of the Council Meeting held at the Membury Village Hall on Tuesday 13th October 2015

Present: Cllrs D Burrough (Chairman), R Barrell (Vice Chair), M Bell, M Burrough, B Foster, R Foster, S Foster, P Pearse and L Warren.

In attendance: Parish Clerk.

Apologies: Cllr A Moulding (DCC) and Cllr P Diviani (EDDC). PCSO's A Trott & H Widger.

Declarations of Interest: No Declarations were made at this stage of the meeting.

1. **Minutes:** The minutes of the meeting held on 18th August, 2015 were adopted as a true record and were signed by the Chairman.
2. **Matters Arising:** None were raised at this stage of the meeting.
3. **County and District Reports:** None were received.
4. **Police Report:** Membury had no reported crimes for August or September 2015.
5. **Correspondence:**
A debate took place concerning the Community Self Help Scheme and the Community Road Warden Scheme for which Devon County Council is looking to recruit trained volunteers from town and parish councils. The volunteers would undertake minor maintenance work which the County Council is currently unable to do. They would receive training from Devon County Council and would act as the primary point of contact between the local community and Devon County Council. Concerns were raised relating to acquiring tools and materials to undertake the work, the time involved in doing the maintenance, any administrative work which would be involved and finding volunteers to undertake the work. Cllr S foster said these concerns should be raised with Cllr Andrew Moulding, Devon County Councillor for Membury Parish and Cllr R Barrell asked for this item to be placed on the agenda for the next parish council meeting. Cllr B Foster had emailed Devon County Council regarding these schemes and had received guidance notes for both schemes which were available for councillors to read. The matter of inspecting the parish footpaths was raised. Every year the parish council receives a grant to undertake rights of way work, but before the council receives its annual grant it needs to organise a survey. This is an assessment of the rights of way, in order to find out what work needs to be done, and also provides the information necessary for calculation of the grant payment. Cllr R Barrell asked if certain people have been assigned a footpath to inspect and suggested that a notice was placed in the next edition of the Membury Mercury asking for volunteers to walk and inspect any footpaths necessary.

6. **Planning:**

Planning applications validated by East Devon District Council for August 2015:

Barn conversion into a swimming pool for domestic use and replacement of timber frame with new green oak frame structure - **Luggs Farm Membury Axminster.**

Construction of porches, re-construction of two storey extension, replacement roof coverings and internal and external alterations - **Bridge Meadow Yarcombe Honiton.** Construction of agricultural dwelling - **Challenger Farm Membury Axminster.**

Planning applications validated by East Devon District Council for September 2015:

Barn conversion into swimming pool for domestic use with replacement of timber frame with new green oak frame structure (revisions to planning consent 13/2358/FUL) - **Luggs Farm Membury Axminster.**

Planning applications validated by East Devon District Council from 1st – 13th October 2015:

Roof over existing yard area - **Challenger Farm Membury Axminster.**

Construction of porches, reconstruction of two storey extension and replacement roof coverings – **Bridge Meadow, Yarcombe, Honiton**

Planning applications decided by East Devon District Council for August 2015:

Agricultural building - **Godworthy Farm Membury Axminster. APPROVED**

Proposed alterations and change of use of former shop to office - **Rock Mill Membury Axminster. APPROVED**

APPROVED

Alterations to listed building to facilitate the change of use of shop to office consisting of changing a window to a door, removal of ceiling and partition wall to form single room, insertion of 2 no. rooflights and alteration to internal floor - **Rock Mill Membury Axminster. APPROVED**

Re-construction and extension of building to provide holiday and overspill accommodation - **East Membury Farm Chapelcroft Road Membury Axminster. APPROVED**

Demolition of existing outbuildings; reduction in ground level and erection of garage and studio - **Quakers Membury Axminster. APPROVED**

Construction of single storey extension to front elevation and garage - **Webble Green Cottage Membury Axminster. APPROVED**

Planning applications decided by East Devon District Council for September 2015:

Replacement dwelling and detached garage - **Cott Cross Lodge Membury Axminster. APPROVED**

Planning applications decided by East Devon District Council from 1st – 13th October 2015: NIL RESULTS.

7. **Finance:**

Bank Reconciliation as at 30th September 2015

April 1 st	Opening Balance	£13,739.92
	PLUS INCOME	
9/4/15 – 9/9/15	INTEREST	1.64
1/4/14	EDDC – Council Tax Discount Grant	57.50
1/4/15	EDDC – Precept payment	2247.50
1/9/15	EDDC – Precept payment	2305.00
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		18,351.56
	LESS EXPENDITURE	
12/5/15	CHQ 817 – Membury Village Hall	10.00
12/5/15	CHQ 818 – Membury PO & Stores	57.00
22/5/15	CHQ 819 – Cancelled	00.00
23/5/15	CHQ 820 – Community First Trading (Ins.)	198.64
11/6/15	CHQ 821 – J Wallace – Playing Field	198.00
11/6/15	CHQ 822 – CPRE – Subscription	36.00
5/7/15	CHQ 823 – J Wallace – Footpath 23	185.10

6/7/15	CHQ 824 – Membury Village Hall	10.00
17/7/15	CHQ 825 – R Martin – Grass Cutting	90.00
17/7/15	CHQ 826 – Axminster Con. Club (Room Hire)	20.00
20/7/15	CHQ 827 – S Tennant – Wages/Stationery	837.13
18/8/15	CHQ 828 – Axminster Printing-Stationery	30.00
18/8/15	CHQ 829 – Membury PO & Stores	15.80
18/8/15	CHQ 830 – J Wallace – Grass Cutting	245.00
18/8/15	CHQ 831 – DALC – Training	30.00
18/8/15	CHQ 832 – Grant Thornton – Annual Return	120.00
24/9/15	CHQ 833 – Membury Village Hall	5.00
	TOTAL	2,087.67
	CLOSING BALANCE	16,263.89
September 30 th	Bank Balances – Treasurers Account	8,268.89
	Business Bank Instant	8,000.00
		16,268.89
	Less Uncleared Cheque – Chq 833	5.00
		16,263.89

As it is now the time to begin preparation work for the Budget and Precept for 2016/17 Cllr D Burrough put forward the motion that a small working group be set up to look at the budget in detail. It was proposed that this group consist of Cllrs R Barrell, R Foster, L Warren and the Clerk. The motion to form a small working group to work on the budget and precept for next year was proposed by Cllr B Foster and seconded by Cllr S Foster and was carried unanimously. Discussion then took place concerning the grass cutting contract in the village. The Chairman said that she would speak with the contractor with regards to this and report back at the next meeting.

8. Highways:

Two potholes were reported. One in Butchers Lane outside Nimrods and the other one on the lane from Farley Cross going westwards. Also, on Beckford Lane between Yarty Bridge and Yarty Farm. No improvement has been made on the condition of Furley Way and Bedham Lane and the Long Bridge to North Grays road needs maintenance work doing on it.

Cllr Moulding was planning to have a highways tour of Membury Parish with Nick Allen (Neighbourhood Highways Officer) week commencing 12th October. Unfortunately, the tour had to be cancelled, but will be rearranged for another day.

9. Footpaths: Cllr B Foster (Footpath Warden) reported the following:

Footpath 31 – Gillet Farm to Stotehayes. Overgrowth in James Lane had been cut back. A steel gate near Gillet Farm needs rehangng. The brook opposite Stotehayes has deepened due to erosion and is presently impassable. Cllr Foster will arrange to get some quotes for a small foot bridge and hand rail and has asked Devon County Council to accompany him to survey this path as soon as possible.

Footpath 10 – At Case Bridge the path was overgrown in three places and has been cut back, thus improving the access.

Some repair and maintenance work is required on a few of the footpaths and Cllr S Foster suggested that quotes were obtained for any work needed rather than try and repair any gates, posts, stiles etc. and Devon County Council be asked to come out and carry out survey work on some of the footpaths. A copy of Cllr Fosters full report is available on request.

Cllr Foster along with Sandra Ward and Alan Hawks attended a strimmer training course covering health and safety issues.

Correspondence had been received from Devon County Council asking that a minor highways repair group be set up to deal with highways maintenance. Training will be given to anyone wishing to be a part of this group.

Cllr Foster was thanked for his report.

10. Neighbourhood Plan:

Cllr M Bell reported that he had meet with Neil Parish MP. He raised with Neil concerns relating to the attitude of East Devon District Council in relation to their insistence that Membury Village was classified as unsustainable. Neil said he would be writing to Mark Williams, Chief Executive Officer at East Devon District Council, and the Head of Planning with reference to this. Membury is not the only village which has concerns with being classed as unsustainable. Cllr R Foster suggested that perhaps Membury should work together with other parish councils who are experiencing similar problems in relation to unsustainability classification. Cllr P Diviani should be asked to write a letter to the Chief Executive Officer at East Devon District Council outlining our concerns and asking for this matter to be looked into further. Stockland had also been classed as unsustainable and are also in the process of producing a Neighbourhood Plan.

Cllr R Foster had nothing further to report to the meeting with regards to Community Land Trusts as it was resolved at the last meeting that the idea of a Community Land Trust was included in the Neighbourhood Plan for the future.

11. Playing Fields:

Cllr Barrell reported that the committee had meet and had visited the playing field. The committee have carried out much research into sourcing suitable new play equipment and have set out in detail costings for this new equipment aiming for a wooden structure which would fit in with the surroundings. One climbing frame has been found which includes a stainless steel slide and anchors for £6,259 including VAT. This price also includes ground anchors quoted at £549 and the committee are awaiting to hear back from the company for a quote for the addition of a fireman’s pole. The installation of this structure would be carried out by skilled volunteers and will be overseen by a resident in the village who is qualified and has experience in this area of playground equipment and installation. Once the installation is completed RoSPA (The Royal Society for the Prevention of Accidents) will need to make a site visit to check the structure and installation of it meets their standards. This would involve a site visit fee. Safety matting would also be required and the current estimate is £1,104 (including VAT) plus a fee for the fitting of the matting by an approved RoSPA contractor. The Playing Field Committee are asking whether the Parish Council could purchase the equipment and pay for its installation as the VAT could then be claimed back.

The Playing Field Committee have been raising money for this project and so far have raised an amount of £5285.

The costings in total for the equipment and matting plus the installation of both are as follows:

Quote for structure	£6,259
Estimate for RoSPA inspection	£200
Estimate for Grass Matting	£1,104
Estimate for installation of matting	£300
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Total	£7,863
Less VAT	-£1,310
Less Fundraising	-£5,285
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Total needed from Parish Council	£1,267

Concern was raised by councillors regarding the durability of the wooden structure, but assurances were given that on each climbing frame the company give a ten year guarantee. The equipment would be well used and would not affect other uses of the playing field. It was proposed by Cllr Barrell and seconded by Cllr B Foster that Membury Parish Council purchase the play equipment and also contribute £1,267 enabling the equipment to be purchased in the near future.

12. Blackdown Hills Natural Futures:

An email had been received from Blackdown Hills Natural Futures who are one of a number of partners involved in developing a potential new project across Devon to improve roadside verges for

wildlife and wildflowers. This is a project that Councillors felt more information was needed on before progressing it any further. Cllr D Burrough, who had asked for this item to go onto the agenda, agreed to get more information on the project.

13. Salt and Grit Bins:

The Parish Council has one and a half ton of salt in storage and recently collected 500 empty sandbags from East Devon District Council. The district council provides empty sandbags and do not make a charge for these, but they are not pre-filled. It is the householder's responsibility to fill their sandbags. The green grit bin at Challenger Cross by the bungalow is damaged and possibly needs replacing and Grit/Salt bins are needed at the top of Haddon Hill and outside the entrance to Hill Common. Grit and Salt bins come under the jurisdiction of Devon County Council.

14. Items for the next agenda:

Neighbourhood Plan
Budget and Precept for 2016/17
Highways

15. Date of next meeting:

Tuesday 1st December at 7.30pm

Public Forum

No questions were raised by members of the public. Cllr D Burrough informed the meeting that an outline planning application had been received and validated for the construction of an agricultural workers dwelling at New House Farm, Membury. Cllr Burrough explained that the proposed dwelling was needed for people employed at the farm.

The meeting closed at 9.27pm

Chairman

