

ASHFORD PARISH COUNCIL

PARISH CLERK: MRS SUE SQUIRE, HAXLEA, 2 THREEWAYS, BRATTON FLEMING,
BARNSTAPLE, DEVON. EX31 4TG.

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CHAIRMAN: Councillor Philip Hughes, Firs Croft, Strand Lane, Ashford, EX31 4BY.
Tel: 01271 345378

TO ALL COUNCILLORS:

You are hereby summoned to a Parish Council Meeting on Thursday, 16 January 2020 **in the Church Hall at 7.30pm**. The Agenda is detailed below.

Sue Squire, Parish Clerk. 9 January 2020

No.	Item
1.	Items raised by members of the public. <i>It should be noted that representations by members of the public are permitted for a maximum of 3 minutes.</i>
2.	Apologies. District Councillor Mrs A Davis.
3.	Declarations of Interest.
4.	Approval of the Minutes of the Meeting held on 19 December 2019.
5.	Reports: 5.1 Police. The January 2020 Newsletter has been circulated. 5.2 County Councillor Mrs C Chugg. 5.3 District Councillor Mrs A Davis. Apologies given. 5.4 Councillor V Lawson. Defibrillator Check. The Clerk has submitted the monthly report to South Western Ambulance Service. 5.5 Councillor M Moss, Wildlife Warden. To receive any report relevant to the Parish. 5.6 Communications Committee. Councillor Lawson. 5.6.1 To note that five companies were invited to quote to establish a village email network. The deadline date for quotations to be received was 31/12/19. The Terms of Reference for this Committee allows expenses up to £500 to be incurred. To amend the Terms of Reference to have the network up and running by 31 March 2020. One company replied that it did not wish to quote. Three of the other companies did not respond. ORS was the only company who provided a quotation, at £400 + VAT (reclaimable). To note that after the deadline date, the Clerk advised Councillors Lawson and Holder of the details and received authorization from Councillor Holder to contact ORS advising them to proceed. Councillor Hall was not involved due to his interest in the company. 5.6.2 To note that an e-card of thanks has been sent to the Webmaster. 5.6.3 To note that the Clerk has updated the resident who enquired the position. 5.7 Environmental Issues: 5.7.1 Climate Emergency. Councillor Moss. The Clerk will confirm that DCC Climate Team has been advised that Ashford Parish Council has declared a climate emergency and a reply received, welcoming this. Newsletters will be received throughout the year. 5.7.2 The Clerk will confirm that when advising the successful grass contractor that he had been awarded the contract

	<p>for the next four years, he was advised that when the contract is reviewed in 2024, the Parish Council will favour those contactors who are following a carbon neutral stance with their machinery.</p> <p>5.7.3 Land at Meadowside proposed for a wildflower area. To note that the Clerk has advised the owners of the land and DCC of the Parish Council's future plans for the area. To further note that the landowner and DCC have been advised of the Parish Council's intention to plant trees and flowers to compliment the Climate Emergency Declaration which has recently been signed.</p> <p>5.7.4 Free Landmark Trees. Councillor Moss to confirm that he has registered the Parish Council's interest for one free landmark tree. This is a separate item to 6.2.</p> <p>5.7.5 Printing of Planning Applications. The Clerk will suggest that as Councillors are online, that in future they look at Planning Applications via the North Devon Council website so that it will not be necessary for the Clerk to print details of the Applications, saving on paper, ink and photocopying costs.</p>						
6.	<p>Matters Arising:</p> <p>6.1 Dog Waste. To consider the purchase of a dog bin and, if agreed, to request North Devon Council to prepare a contract for this to be included in their dog bin collection round. There are no other contractors in the area who undertake this.</p> <p>6.2 Tree Planting / Free Trees. To note that the Clerk has submitted an application for free trees to The Woodland Trust after Councillor Mrs Sampson gave further information for the application to progress. It was not possible to order the two packs of species requested as the maximum amount of species is 420. Those requested were wild harvest – 420 saplings and hedge selection – 30 saplings. In the circumstances, the 420 wild harvest saplings had been applied for.</p> <p>6.3 Grit Bin at Strand Lane. Councillor Hughes to advise on his negotiations with the Neighbourhood Highways Technician.</p> <p>6.4 DCC Grass Cutting Contribution 2020/21. To note that the Agreement has been signed and returned to DCC.</p> <p>6.5 Telephone kiosk at Strand Lane. To note that the Clerk has responded to the consultation advising there is no objection to the telephone being removed with a comment that the Parish Council is applying to BT Payphones to purchase the box under its 'Adopt a Kiosk' scheme for £1. In this connection, the Clerk is progressing the purchase.</p> <p>6.6 To receive details of a meeting between Councillors Hughes and Mrs Bosley with the Vicar and Churchwardens of Pilton Church regarding a joint Cemetery.</p>						
7.	<p>Planning & Planning Correspondence. To consider the following Application:</p> <p>7.1 Planning Applications. At the time of preparing the Agenda, there were no Planning Applications to consider.</p> <p>7.2 Planning Correspondence. At the time of preparing the Agenda, there was no Planning Correspondence to consider.</p> <p>7.3 Visit of Mr M Tichford, Head of Place, North Devon Council. To note that the two emails sent to Mr Tichford with no reply received has been forwarded to District Councillor Mrs Davis for her to follow up.</p>						
8.	<p>Finance.</p> <p>8.1 Balances. To be tabled at the Meeting. Budgetary figures up to the end of December 2019 will be circulated to Councillors.</p> <p>8.2 To authorise the following payments:</p> <table data-bbox="194 1832 1477 1928"> <tr> <td data-bbox="194 1832 351 1868">Mrs S Squire</td> <td data-bbox="351 1832 1149 1868">December Salary (Councillors will be given the details)</td> <td data-bbox="1149 1832 1477 1868">Redacted under DPA</td> </tr> <tr> <td data-bbox="194 1890 351 1926">HMRC</td> <td data-bbox="351 1890 1149 1926">November PAYE</td> <td data-bbox="1149 1890 1477 1926">£40.40</td> </tr> </table> <p>8.3 Parish Precept. To note that the Precept request has been submitted to North Devon Council and has been acknowledged. A further form has been received for completion to confirm the amount.</p>	Mrs S Squire	December Salary (Councillors will be given the details)	Redacted under DPA	HMRC	November PAYE	£40.40
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	<p>8.6 Amendment of Bank Mandate to include additional cheque signatories. A reminder has been sent regarding a paper copy of the Variation Mandate to include additional cheque signatories.</p>
9.	<p>Correspondence. Notices and publications received will be put on the table to see, read and go in the circulation bag.</p> <p>9.1 DCC Highways. Road closure from 29/1/20 – 5/2/20. Roads affected: Braunton Road, Barnstaple for resurfacing in the vicinity of the Pottington junction and associated works between 7pm and 7am (overnight closure).</p> <p>9.2 Overgrown vegetation in Strand Lane. As a result of a resident reporting this to the Clerk, she has in turn reported it via the DCC website and received the reference number W201290232. The details have been sent for an assessment to be carried out which is anticipated to be completed by 1/2/20.</p> <p>9.3 The Office of the Police and Crime Commissioner. The Communications and Engagement Officer is available to deliver short presentations and take Q&A's about the work of the OPCC. To consider whether to follow this up by issuing an invitation to speak at a Parish Council meeting. The election for the Police and Crime Commissioner will be on Thursday, 7 May 2020.</p> <p>9.4 Invitation to nominate a past Chairman to go into the draw to attend a Buckingham Palace Garden party on 27/5/20.</p> <p>9.5 P3 Parish Paths Partnership Survey and Expenditure Forms. To note that these have been sent to the P3 Warden, Councillor V Lawson who will walk and survey the public rights of way in the Parish and complete the survey forms by mid February. The Clerk will complete the expenditure form by mid February. To further note that the DCC Public Rights of Way Head of Department will be visiting the Clerk on Monday, 20 January to update her with new arrangements in connection with public rights of way contact and correspondence.</p> <p>9.6 Devon Association of Local Councils – nominations invited to sit on the County Committee. Councillor Hall has offered himself to be nominated. To agree the nomination.</p>
10.	<p>Matters raised by Councillors / Clerk.</p> <p>10.1 June 2020 Meeting. The Clerk will request that this is moved a week earlier to Thursday 11 June due to her annual leave. Alternatively, Councillors may wish to employ the services of a locum Clerk for this meeting only.</p> <p>10.2 Snow Warden Safety Vests and Shovels. Following the training of two residents, these items were not available and the Clerk has followed up the situation, to remind DCC about this if necessary.</p> <p>10.3 Councillor Moss will give a short brief, for information only, regarding the poor state of some roadside signs. A resident has been in contact with DCC Highways over this and he wishes to relay the outcome for general information.</p>
11.	<p>Matters raised by the Chairman.</p> <p>11.1 Street light near Strand Lane. The Chairman has reported to Highways that this has fallen down onto the grass. It would appear it has rusted through and there is no evidence of tyre marks indicating it has suffered impact damage by a vehicle.</p> <p>11.2 Thanks will be expressed to Dr A and Councillor Mrs J Bosley for their work in clearing debris and chippings as a result of flooding at Strand Lane.</p>
12.	<p>Items for the next Agenda.</p>
13.	<p>Date of next Meeting: Thursday, 20 February 2020 in the Church Hall at 7.30pm.</p>