

ASHFORD PARISH COUNCIL

PARISH CLERK: MRS SUE SQUIRE, HAXLEA, 2 THREEWAYS, BRATTON FLEMING,
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CHAIRMAN: COUNCILLOR GEOFF HOLDER, LITTLE COURT, LONG LANE, ASHFORD. EX31 4BT.
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TO ALL COUNCILLORS:

You are hereby summoned to a Parish Council Meeting on **Thursday, 20 October 2016 in the Church Hall at 7.30pm.** The Agenda is detailed below.

Sue Squire, Parish Clerk. 14 October 2016

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. Councillor V Lawson
3.	Declarations of Interest
4.	Approval of the Minutes of the Meeting held on 15/9/16.
5.	Reports: 5.1 Police 5.2 County Councillor Mrs C Chugg. 5.3 District Councillor Mrs A Davis. 5.4 Councillor V Lawson. Defibrillator Check.
6.	Matters Arising: 6.1 In-house Training. The Clerk continues to be in correspondence with the Devon Association of Local Councils regarding a date for New Councillor training. The Clerk continues to be in correspondence with North Devon Council Monitoring Officer regarding a date for Code of Conduct training. 6.2. Hedge between Meadowside and field. 6.3 Public Rights of Way. 6.3.1 Arrangements are being made for a talk to be given on the Parish Paths Partnership. 6.3.2 Stile at Footpath 5. To further discuss if the contractor should be asked to install two posts to make this firmer. 6.3.3 The Public Rights of Way Warden had been asked to inspect the state of Footpath 5. 6.3.4 Lime Kiln Lane, West Ashford. The Coast & Countryside Service advise this is not its remit. The Clerk has contacted the Public Rights of Way Officer with a request to inspect. 6.4 South West Water. The Clerk is continuing to attempt obtaining the local telephone number for the Treatment Works. 6.5 Parish Council Website. A demonstration was given on 4 October 2016. Councillors to discuss further and decide whether to proceed.

6.6 Telephone Box, Adder Lane. Councillor Holder to report on his conversation with the contractor who has been offered the sum of £800.00 inclusive of VAT for the work carried out. To note that the sum of £1,000.00 has been awarded from County Councillor Mrs C Chugg's Locality Budget funding.

To further note that the Clerk has checked with the administrator of the Locality Budget fund at Devon County Council informing that the refurbishment is not costing as much as had been advised and therefore applied for, due to the poor workmanship. The Clerk further advised that the surplus could be used for improving the access and asked if a further application form should be completed.

It had been confirmed that another application form was not required and that the Parish Council would not be required to repay the surplus funding. The position was in order for audit trail purposes.

The official opening ceremony was Saturday 15 October 2016.

6.7 Tarka Holiday Park. Councillors Bleach & Szymankiewicz to report on their meeting with the owner.

6.8 Data Protection. The Clerk is hopeful that she will be able to report a conversation with North Devon Council officer.

7. **Planning & Planning Correspondence.**

7.1 To consider the following Application:

- **61852 – Erection of detached 3 bay garage at Blindwell, Ashford.**

Any Planning Applications received after the Agenda has been sent.

7.2 **Planning Correspondence:**

- **Application 61839 – Notification of works to trees in a Conservation Area in respect of removal of 1 willow and 1 cedar tree at The Old Post Office, Ashfield Lane, Ashford.** To note that the work has been approved by North Devon Council.

7.3 **North Devon and Torridge Local Plan 2011 – 2031 and Traveller Site Allocations DPD 2014 – 2031.**

Email circulated to Councillors advising that representations on the proposed main and minor modifications, the related Sustainability Appraisal Addendum and the North Devon Torridge Traveller Allocation DPD should be made during the period 15/9/16 to 27/10/16.

The documentation associated to these consultations may be viewed online or downloaded by visiting: <http://consult.torridge.gov.uk/>

To consider making a response from the Parish Council. *It is suggested the document is read ahead of the meeting in order to make a considered response.*

8. **Finance.**

8.1 **Balances.** To be tabled at the Meeting.

8.2 **To authorise the following payments:**

Mrs S Squire	October Salary net of PAYE	£82.71	
	Contribution towards broadband	£ 3.00	
	Photocopying	£10.70	
	Contribution towards petrol (6 months)	£35.00	
	Reimbursement for domain renewal for website	£ 8.39	£139.80
HMRC	October PAYE		£ 20.60
Mr S Wightman	Grass Cutting September 2016		£156.89
Ashford PCC	Hire of Hall for meetings (6 months)		£ 75.00
Mr K Payne	Work on the former telephone box		£800.00
North Devon Council	Recharge for election held on 8/9/16	£949.98	

	<p><i>The Clerk has negotiated with North Devon Council that this amount can be paid in instalments over the next 6 months at a monthly amount of £158.33</i></p> <p>8.3 Income. North Devon Council. To note that the second tranche of the Parish Precept (£1,200.00), Parish Grant (£75.00) and Grant Assistance (£33.57) totaling £3,108.57 has been credited to the Business Reserve Account.</p> <p>To note that the sum of £1,000.00 has been credited to the Business Reserve Account in respect of a Locality Grant from County Councillor Mrs C Chugg in respect of the refurbishment of the telephone box.</p> <p>To note that the sum of £111.50 has been credited to the Business Reserve Account in respect of a VAT reclaim for the period 1/4/16 to 31/8/16.</p> <p>8.4 2015/16 Audit. This has now been completed by external auditors Grant Thornton and the Clerk will give more details.</p> <p>8.5 Consultation: The 2017/18 Local Government Finance Settlement. Councillors have been circulated with the details from the Devon Association of Local Councils. The deadline for responses is 28/10/16. Online survey details: https://www.surveymonkey.co.uk/r/583WBQL <i>It is suggested that the online survey is accessed as far as possible ahead of the meeting in order to give a considered response.</i></p> <p>8.6 Training and Travelling Expenses. Councillors to consider the financial implications of this and if approval should be obtained at a Parish Council Meeting before booking. To also consider if mileage should be paid subject to the course being held in South Molton.</p>
9.	<p>Correspondence. Notices and publications received will be put on the table to see, read and go in the circulation bag.</p>
10.	<p>Matters raised by Councillors /Clerk. 10.1 Councillor Syzmankiewicz. Suggestion that planning training is delivered in-house.</p>
11.	<p>Date of next Meeting: Thursday, 17 November 2016 in the Church Hall at 7.30pm. This will be the budget setting meeting for the 2017/18 financial year. The Clerk's annual leave is from 4 – 13 November 2016 inclusive.</p>