

**Minutes of Ashford Parish Council Meeting held on Thursday, 15 October 2015  
in the Church Hall at 7.30pm.**

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| <b>Chaired by: Councillor G Holder</b>  | <b>Clerked by: Sue Squire</b>  |                |
| <b>Present: Councillors</b><br><br><b>Mrs J Bosley</b><br><b>G Holder</b><br><b>Mrs S Sampson</b><br><b>J Symanekiewicz</b><br><br><b>County Councillor Mrs C Chugg</b><br><b>2 Members of the public</b> | <b>Agenda: -</b><br>Public Participation<br>Apologies<br>Declarations of Interest<br>Approval of the Minutes of 17/09/15<br>Reports<br>Matters Arising<br>Planning & Planning Correspondence<br>Finance<br>Correspondence<br>Matters raised by Councillors / Clerk<br>Date of next Meeting   |                |
|   |  | <b>Action:</b> |
| 69.   | <b>Public Participation.</b><br><b>69.1 Mrs Whiting</b> had not had any feedback from DCC Highways regarding the bollards she had requested to protect her property from possible vehicle impact.<br><br>She had also experienced problems from a bonfire at an adjacent building site. Councillor Holder would mention this to the builder, it being his site.<br><br><b>69.2 A member of the public</b> spoke about large bin lorries damaging the road surface in an unadopted road near Meadowside.<br>It was suggested that bins were put by the edge of the road which would have the effect of stopping the lorries using the road to collect the refuse.<br>There was the desire to have the road called The Crescent and was advised that residents could arrange for their own sign on the island owned by the householders.   |                |
| 70.   | <b>Apologies.</b> Councillors Mrs H Bremner, V Lawson and Mrs B Sandwell, District Councillor Mrs A Davis, PCSO D Kingdon.   |                |
| 71.   | <b>Declarations of Interest.</b> None.   |                |
| 72.   | <b>Approval of the Minutes of the Meeting held on 17 September 2015.</b><br><b>Approved and signed as a correct record.</b>  |                |
| 73.   | <b>Reports:</b><br><b>73.1 Police.</b> When sending his apologies, PCSO Kingdon advised there had been one crime, the theft of 9 chickens from the Wholelife Centre, taken by offenders during the night.<br><br><b>73.2 County Councillor Mrs C Chugg</b> spoke about the following: <ul style="list-style-type: none"> <li>• Tailbacks at Chivenor due to the work in progress on the new development. This was continuing to be ongoing and will be for the time being.</li> <li>• She would make further enquiries about the bollards, advising that the householder may be asked for a financial contribution.</li> <li>• The DCC Highways Conference at Bradford and Cookbury was on Wednesday, 21 October.</li> <li>• DCC held a Farmwise event at Westpoint, Exeter on 13 October attended by 1,400 children. The farm estate tenants take part and run a number of</li> </ul> |                |

|                      |  |  |                            |          |  |                                |        |  |              |        |  |   |        |  |  |  |  |                               |                |             |              |                |                      |                                     |                |  |   |  |                    |   |                |           |  |               |  |
|----------------------|--|--|----------------------------|----------|--|--------------------------------|--------|--|--------------|--------|--|---|--------|--|--|--|--|-------------------------------|----------------|-------------|--------------|----------------|----------------------|-------------------------------------|----------------|--|---|--|--------------------|---|----------------|-----------|--|---------------|--|
|                      | <p>zones. The event is primarily organized to provide an educational facility for children to see the importance of agriculture for the population.</p> <ul style="list-style-type: none"> <li>Community Hospitals. It was regretted that the decision had been made to close the community hospital beds at Ilfracombe, Torrington and Bideford. Bed numbers were now reduced from 70+ to 40.</li> </ul> <p><b>73.3 District Councillor Mrs A Davis.</b> Apologies sent.</p> <p><b>73.4 Councillor V Lawson.</b> Defibrillator check. Apologies sent.</p>   |  |                            |          |  |                                |        |  |              |        |  |   |        |  |  |  |  |                               |                |             |              |                |                      |                                     |                |  |   |  |                    |   |                |           |  |               |  |
| 74.                  | <p><b>Matters Arising:</b></p> <p><b>74.1 Defibrillator Batteries.</b> No reply had been received and a reminder to be sent.</p> <p><b>74.2 Telephone number for Sewage Treatment Works.</b> Councillor Holder had not been able to obtain this. Councillor Mrs Sampson advised she had the number.</p> <p><b>74.3 Signage at Wyevale Garden Centre</b> had been reported to the Enforcement Department.</p> <p><b>74.4 Signage.</b> South West Highway Signs Department had a query with the order placed following a sign audit and this was clarified.</p> <p><b>74.5 Adoption of Telephone Kiosk.</b> The Contract supplied by BT was signed by Councillor Holder. When returning the document, the Clerk to make it clear that the Agreement referred to the 'phone box at Adder Lane not Strand Lane.</p>  | <p>Clerk</p> <p>SS</p> <p>Clerk</p> <p>Clerk</p> |                            |          |  |                                |        |  |              |        |  |   |        |  |  |  |  |                               |                |             |              |                |                      |                                     |                |  |   |  |                    |   |                |           |  |               |  |
| 75.                  | <b>Planning &amp; Planning Correspondence.</b> None.   |  |                            |          |  |                                |        |  |              |        |  |   |        |  |  |  |  |                               |                |             |              |                |                      |                                     |                |  |   |  |                    |   |                |           |  |               |  |
| 76.                  | <p><b>Finance.</b></p> <p><b>76.1 Balances. NatWest Current Account as at 9/10/15: £3,339.01</b><br/> <b>NatWest Business Reserve Account as at 18/9/15: £10.00</b></p> <p><b>76.2 The following payments were approved and authorised:</b></p> <table> <tr> <td><b>Mrs S Squire</b></td> <td>October Salary net of PAYE</td> <td>£82.51 *</td> </tr> <tr> <td></td> <td>Contribution towards broadband</td> <td>£ 3.00</td> </tr> <tr> <td></td> <td>Photocopying</td> <td>£ 9.35</td> </tr> <tr> <td></td> <td>Contribution towards petrol expenses (6 months)</td> <td>£35.00</td> </tr> <tr> <td></td> <td>Reimbursement for website domain name (1 year)</td> <td></td> </tr> <tr> <td></td> <td>£5.99 &amp; hosting site (£43.06)</td> <td><b>£178.91</b></td> </tr> <tr> <td><b>HMRC</b></td> <td>October PAYE</td> <td><b>£ 20.80</b></td> </tr> <tr> <td><b>Mr S Wightman</b></td> <td>Grounds maintenance for August 2015</td> <td><b>£ 90.89</b></td> </tr> <tr> <td></td> <td><i>The cheque was not authorised as the work had not been done.</i></td> <td></td> </tr> <tr> <td><b>Ashford PCC</b></td> <td>Hire of Church Hall for Meetings (6 months)</td> <td><b>£ 75.00</b></td> </tr> <tr> <td><b>BT</b></td> <td>Adoption of telephone kiosk as previously agreed</td> <td><b>£ 1.00</b></td> </tr> </table> <p>* A difference of 20p from that shown on the Agenda due to a slight variation in the pay documents received after the Agenda had been prepared earlier than usual due to the Clerk's annual leave. Income tax is calculated using manual tables that round the tax to the nearest 20p which over the months, increases or decreases to round itself off.</p> <p><b>In connection with Ashford Parish Council Emergency Plan, it had been suggested in the recent Devon Association of Local Councils Summary, Point 8, that all Town and Parish Councils are data protection registered with the Information Commissioners Office.</b></p> | <b>Mrs S Squire</b>                              | October Salary net of PAYE | £82.51 * |  | Contribution towards broadband | £ 3.00 |  | Photocopying | £ 9.35 |  | Contribution towards petrol expenses (6 months) | £35.00 |  | Reimbursement for website domain name (1 year) |  |  | £5.99 & hosting site (£43.06) | <b>£178.91</b> | <b>HMRC</b> | October PAYE | <b>£ 20.80</b> | <b>Mr S Wightman</b> | Grounds maintenance for August 2015 | <b>£ 90.89</b> |  | <i>The cheque was not authorised as the work had not been done.</i> |  | <b>Ashford PCC</b> | Hire of Church Hall for Meetings (6 months) | <b>£ 75.00</b> | <b>BT</b> | Adoption of telephone kiosk as previously agreed | <b>£ 1.00</b> | <p>Clerk</p> <p>Ch.No.912</p> <p>Ch.No.913</p> <p>---</p> <p>Ch.No.916</p> <p>Ch.No.915</p> <p>Clerk</p> |
| <b>Mrs S Squire</b>  | October Salary net of PAYE   | £82.51 *   |                            |          |  |                                |        |  |              |        |  |   |        |  |  |  |  |                               |                |             |              |                |                      |                                     |                |  |   |  |                    |   |                |           |  |               |  |
|                      | Contribution towards broadband   | £ 3.00   |                            |          |  |                                |        |  |              |        |  |   |        |  |  |  |  |                               |                |             |              |                |                      |                                     |                |  |   |  |                    |   |                |           |  |               |  |
|                      | Photocopying   | £ 9.35   |                            |          |  |                                |        |  |              |        |  |   |        |  |  |  |  |                               |                |             |              |                |                      |                                     |                |  |   |  |                    |   |                |           |  |               |  |
|                      | Contribution towards petrol expenses (6 months)  | £35.00   |                            |          |  |                                |        |  |              |        |  |   |        |  |  |  |  |                               |                |             |              |                |                      |                                     |                |  |   |  |                    |   |                |           |  |               |  |
|                      | Reimbursement for website domain name (1 year)   |  |                            |          |  |                                |        |  |              |        |  |   |        |  |  |  |  |                               |                |             |              |                |                      |                                     |                |  |   |  |                    |   |                |           |  |               |  |
|                      | £5.99 & hosting site (£43.06)  | <b>£178.91</b>                                   |                            |          |  |                                |        |  |              |        |  |   |        |  |  |  |  |                               |                |             |              |                |                      |                                     |                |  |   |  |                    |   |                |           |  |               |  |
| <b>HMRC</b>          | October PAYE   | <b>£ 20.80</b>                                   |                            |          |  |                                |        |  |              |        |  |   |        |  |  |  |  |                               |                |             |              |                |                      |                                     |                |  |   |  |                    |   |                |           |  |               |  |
| <b>Mr S Wightman</b> | Grounds maintenance for August 2015  | <b>£ 90.89</b>                                   |                            |          |  |                                |        |  |              |        |  |   |        |  |  |  |  |                               |                |             |              |                |                      |                                     |                |  |   |  |                    |   |                |           |  |               |  |
|                      | <i>The cheque was not authorised as the work had not been done.</i>  |  |                            |          |  |                                |        |  |              |        |  |   |        |  |  |  |  |                               |                |             |              |                |                      |                                     |                |  |   |  |                    |   |                |           |  |               |  |
| <b>Ashford PCC</b>   | Hire of Church Hall for Meetings (6 months)  | <b>£ 75.00</b>                                   |                            |          |  |                                |        |  |              |        |  |   |        |  |  |  |  |                               |                |             |              |                |                      |                                     |                |  |   |  |                    |   |                |           |  |               |  |
| <b>BT</b>            | Adoption of telephone kiosk as previously agreed   | <b>£ 1.00</b>                                    |                            |          |  |                                |        |  |              |        |  |   |        |  |  |  |  |                               |                |             |              |                |                      |                                     |                |  |   |  |                    |   |                |           |  |               |  |

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|     | <p><b>Councillor Mrs Bosley proposed this Council was registered at an annual fee of £35.00, seconded by Councillor Holder and unanimously agreed. £35.00</b></p> <p><b>76.3 North Devon Council.</b> It was noted that the second tranche of the Parish Precept (£1,200, Parish Grant £75.00 and Grant Assistance £41.04) totaling £1,316.04 has been credited to the Parish Council's bank account.</p>  | Ch.No.917  |
| 77. | <p><b>Correspondence.</b> Notices &amp; publications received were put on the table to see and read and in the circulation bag.</p> <p><b>77.1 Barnstaple Town Council.</b> Email regarding the North Devon Record Office, circulated to Councillors ahead of the Meeting to study. The email and attachment suggested a plan to assist with the running of the Record Office to enable it to stay in Barnstaple. All Parishes had been invited to contribute towards this, the sum being £30,000 to March 2016 and £60,000 per annum thereafter.</p> <p><b>Councillor Holder proposed that this Council replied it feels unable to support as it appears to be an ongoing expense. Seconded by Councillor Mrs Sampson and unanimously agreed.</b></p> <p><b>77.2 NDC.</b> Community Priorities Questionnaire for completion. The Clerk to return this with one item: a roundabout at the Junction of Strand Lane.</p> <p><b>77.3 Local Government Boundary Commission for England.</b> A further limited consultation was taking place in respect of the North Devon area of the County. This followed consultation on draft recommendations for Devon as during the consultation on the draft recommendations for Devon, the Commission received 199 submissions including support for significantly different Division patterns in part of North Devon.<br/>In light of representations received during the recent consultation, the Commission was proposing to make significant alterations to its draft recommendations in the North Devon area of the County. This was the reason for the further limited consultation.<br/><b>Proposed by Councillor Holder to support the revised proposals, seconded by Councillor Symanekiewicz and unanimously agreed.</b></p> <p><b>77.4 DCC.</b> Mail Preference Service postcards and letterbox stickers requesting no junk mail and free newspapers. Councillor Mrs Bosley took the supply receive and will put in the Church Magazine for parishioners to be aware and use if required.</p> | <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>JB</p> |
| 78. | <p><b>Matters raised by Councillors / Clerk.</b></p> <p><b>78.1 Councillor Mrs Bosley</b> spoke about the hedges at Strand Lane which had become overgrown, making the road narrow. Pedestrians have to go into the hedge to allow vehicles to pass.<br/>Letters to be sent to the landowners requesting attention to their hedge.</p> <p><b>78.2 Councillor Symanekiewicz</b> had noted that vans were again for sale at Ashford Fruit Farm. The Clerk to email District Councillor Mrs Davis for her to report this.</p> <p><b>78.3 Councillor Symanekiewicz</b> had concerns about blocked drains. It was left that these would be identified following rainfall.</p> <p><b>78.4 Councillor Mrs Sampson</b> informed that the Church Hall was booked on 30 October for a training event not connected with the Parish Council.</p>  | <p>Clerk</p> <p>Clerk</p>                        |

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|   | <p><b>78.5 Councillor Holder</b> had walked Footpath 8 and by the boundary of Ashford In Farm it was blocked as a fence had been erected.<br/>This item to be on the November Agenda.</p> | <p>Nov<br/>Agenda</p> |
| <p>79.</p>  | <p><b>Date of next Meeting:</b> Thursday, 19 November 2015 in the Church Hall at 7.30pm.<br/>The Meeting ended at 8.39pm.</p>   |                       |
| <p><b>Summary of Decisions:</b></p> <ul style="list-style-type: none"> <li>➤ <b>Minutes of 17 September 2015</b></li> <li>➤ <b>Payments</b></li> <li>➤ <b>Data Protection Registration of the Parish Council with the Information Commissioners Office</b></li> <li>➤ <b>Not to financially support the running of the North Devon Record Office and Local Studies Centre</b></li> <li>➤ <b>To support the revised proposals for the South Molton Division by the Local Government Boundary Commission for England</b></li> </ul> |   |                       |
| <p><b>These Minutes are agreed by those present as being a true record.</b></p>   |   |                       |
| <p>Signed:<br/>Chair of Ashford Parish Council:</p>   | <p>Date:</p>  |                       |