

**Minutes of Ashford Parish Council Meeting held on Thursday, 16 July 2015 in
the Church Hall at 7.30pm.**

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| Chaired by: Councillor G Holder | Clerked by: Sue Squire | |
| Present: Councillors Mrs J Bosley Mrs H Bremner G Holder V Lawson Mrs S Sampson Mrs B Sandwell J Szymankiewicz County Councillor Mrs C Chugg District Councillor Mrs A Davis PCSO D Kingdon 16 Members of the public | Agenda: - Apologies Declarations of Interest Approval of the Minutes of 18/06/15 Items raised by members of the public Reports Matters Arising Planning Planning Correspondence Finance Correspondence Matters raised by Councillors / Clerk Date of next Meeting | |
| | | Action: |
| 32. | Apologies. None. | |
| 33. | Declarations of Interest. Councillor Holder. Disclosable Pecuniary Interest declared due to the close proximity of his future property in relation to the proposed Application, which could impact on the value of his home. Councillor Holder to withdraw from the Meeting. Councillor Lawson. Disclosable Prejudicial declared due to the close proximity of his property in relation to the proposed Application, which could impact on the value of his home. Councillor Lawson to withdraw from the Meeting. Councillor Mrs Sampson. Disclosable Pecuniary Interest declared due to the close proximity of her property in relation to the proposed Application, which could impact on the value of her home. Prejudicial Interest declared due to having submitted a letter of objection to the Planning Department. Councillor Mrs Sampson to withdraw from the Meeting. Councillor Szymankiewicz. Prejudicial Interest declared due to having submitted a letter of objection to the Planning Department. Councillor Szymankiewicz to withdraw from the Meeting. Councillor Mrs Bremner. Prejudicial Interest declared due to having known the applicant personally all her life, and professionally. Councillor Mrs Bremner to withdraw from the Meeting. Due to the above Declarations of Interest, Councillor Holder advised the Meeting that it would not be possible to consider the Application at the Meeting because with the five Councillors withdrawing, the remaining two would make the Meeting inquorate. District Councillor Mrs Davis explained the process and advised that Highways had not yet responded to the Application. She would be meeting the Planning Officer to discuss the responses and decide if the Application should go before the Planning Committee and the process of this was explained. Councillor Holder read a letter from Mrs L Whiting which advised that at a meeting | |

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| | of residents in her home, all had concerns about the Application. | |
| 34. | Approval of the Minutes of the Meeting held on 18/06/15. Approved and signed as a correct record. | |
| 35. | <p>Items raised by members of the public.</p> <p>35.1 A member of the public has made representations regarding the flower tubs / banner signage outside Wyevale Garden Centre. County Councillor Mrs Chugg advised that a letter of representation has been received by DCC Highways about the signage. This matter was discussed under Minute No. 43.3.</p> <p>35.2 Representations from members of the public were heard regarding Planning Application 59288 – Outline Application (All matters reserved except access) for erection of two local needs dwellings and two open market dwellings at land off of Long Lane, Ashford.</p> <p>Mr N Stannick / Linda Lomas. Live in Higher Newclose Lane who explained about the steep bank where water pours out with the existing ground cover. They were worried that the slope will be cut in half and damage the integrity and run off and also worried about the field slumping down the road and collapsing into his road. As it is an unadopted road, the cost would fall to him. They also had concerns about the additional traffic and seeping of sewage.</p> <p>Dr R Beer. Lives at High Gables which is parallel to the proposed development. From the property 'Hillside' there is a spring which in winter becomes a large flow of water that frequently blocks resulting in water cascading into the field and into his orchard. The surface water is not just on the field, but is a major spring. The other issue about which he was concerned was that if four houses were built on the site there would be a minimum of two cars per house resulting in an increased traffic flow. At present it is impossible to drive in the lane without having to pull in due to meeting another vehicle and the additional traffic from the development would clog the lane. In addition to traffic being a major issue, the car boot sales were mentioned and the Ashford road being used as a rat run.</p> <p>Rebecca Johnson lives at Long House below plots 1 and 2. She felt there would be an impact on the Conservation Area in terms of occupancy, flood risk, the streams as previously mentioned with heavy run off from the field during and after rainfall, also concern of an increased risk of flooding to her property and Long Lane, together with the necessity of cutting into the bank. It was felt the proposed development would increase dangers on the road preventing walking and cycling. There was concern about the visibility splay which it was felt was inadequate. There was local support against the proposal with five letters of support on North Devon Council website, three of those living outside the area and two with the same surname as the applicant. Numerous other issues had been raised which were included on the North Devon Council website; In summing up, the major concerns were development on Greenfield sites; impact on the Conservation Area, insufficient information submitted with the planning information; increased flood risk and increased risk of traffic.</p> <p>Nicola Whittaker challenged the need for more houses as it was not considered it was a sustainable development which would be detrimental. Furthermore, the construction and engineering work required to cut into the bank and to create splays would be disruptive with a great volume of mud on the road.</p> | |

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| | <p>Mr D Whiting had concerns about the junction where there had been many near misses to his property. Also the fact that Ashford was used as a rat run and even if the junction was widened, with the extra traffic, would still be dangerous.</p> <p>Mrs L Whiting read the following statement: Chairman I look to you for leadership and I am disappointed not to see a representation from you in defence of our conservation area from yourself as a personal statement as a resident in Ashford. I am equally disappointed that we could have had an open discussion this evening if an additional person had not declared a conflict of interest, the conflict of interest has been a personal matter which has shown they are unable to be impartial to make a decision regarding the village we all live in.</p> <p>Jane Moss lives at Higher Newclose Lane, pointed out that a lot of water goes down the lane and she had concerns about the volume of water.</p> <p>The Chairman was asked if the Parish Council has a view on the planning development.</p> <p>Councillor Holder advised that the Parish Council will look at any Application in the village and appraise it on its merits which has to be kept in line with an increase in planning of 5% - 8% in the next 10 years.</p> <p>District Councillor Mrs Davis informed that this government is all about growth and changing. Parish Councillors cannot say they do not want any development and would not like to predict what would happen over the next 10 years. It is getting more difficult to refuse Applications.</p> <p>Although it was not possible for the Parish Council to consider the Application and make a response, 18 residents were present to speak against the Application.</p> | |
| 36. | <p>Reports:</p> <p>36.1 Police. PCSO Kingdom advised there were no crimes to report. Councillor Szymankiewicz was concerned about items outside the Garden Centre at risk of theft due to the gates not being able to be shut. PCSO Kingdom will speak to the Manager about this. Councillor Mrs Sandwell informed there is CCTV in operation.</p> <p>36.2 County Councillor Mrs C Chugg. The following written Report had been circulated to Councillors: As you may be aware that BT was unable to commit to achieving the target of 95% superfast broad band coverage by 2017. In addition, BT could not give us any reassurances that the 95% target could be reached by 2021/22. As a result on Friday 26th June, BT were informed that it was not going to be awarded a £35m public-funded contract for the next phase of the planned superfast broadband roll-out across the two counties.</p> <p>Connecting Devon and Somerset (CDS) Partnership decided to re-issue the tender for the work as an open procurement exercise.</p> <p>On behalf of local residents and businesses, the local authority partners are hugely disappointed and feel let down. CDS will continue to work with BT under its existing contract to deliver phase one of the programme to meet the Government target of 90% coverage by the end of 2016. It has now been decided to put it to the Place Overview & Scrutiny comm</p> <p>BRAUNTON LIBRARY At the present time the Library is closed and the re-vamp is going well. The counter has been ripped out and moved further back into the Library it was adapted by cutting and re building with a new work top which saved money. This now gives us storage for chairs. The chairs are used for the film shows and any talks that are held. Ceilings and walls are being painted and the lights have been taken down to allow this and we are hoping to get</p> | |

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| | <p>some more money to be able to have new light replacements. Until the work started we did not know if there was any asbestos which would have made the job a lot more expensive. Luckily enough no asbestos has been found.</p> <p>New signage is being worked on to display the opening hours, for two more days and a suggestion of 10 to 1 and 2 to 5 are being suggested.</p> <p>At the present time we have 23 volunteers registered and wish to enrol some more. A hand book for Library volunteers is being produced at County so that all the 50 libraries can use it. We are still waiting for a date for training.</p> <p>We are also hoping to get the wi-fi installed before we open but this may not happen as Insight Media who have the contract are now taking on the surveys which need to be done on each building and we do not have a date as yet. It will be able to provide for up to 25 at one time.</p> <p>We have a chair to run the Mutual Trust in a very experienced lady, Julie Dent who is a professional chair as well as taking on this voluntary roll.</p> <p>I must admit when I saw the criteria for the job I wondered if we would get anyone to fill it.</p> <p>At last we have the maps for the cutting of the Verges sent through. I have spoken to highways about taking the cutting in house and they will come and talk to the Parish if you wish. South West Highways have commenced works the Friday before last, some verges have now been cut. In the last few days there have been a few resource issues, and works have been stalled in the last few days cutting has resumed. We are waiting for an update from the contractor on the progress to date and how much longer it will take.</p> <p>The latest figure I have so far for the remaining day care centres is June with 69 users in four remaining centres of those we identified to cease the service provision. Of the 69 we have 36 waiting to transfer to the NEW AGE UK service opening at the beginning of the month in the building we sold them There are 20 centres that have closed.</p> <p>The New Extra Care housing in Bideford which was opened in March will be fully occupied by the end of this month. Construction of the new development in Totnes is due to be started this month and the new centre in Newton Abbot will open at the end of July.</p> <p>36.3 District Councillor Mrs A Davis spoke about the following:</p> <ul style="list-style-type: none"> • The Executive Committee had discussed options for leisure facilities. A new swimming pool and leisure facilities is to be built next to the Tarka Tennis Centre incorporating a fitness suite at a cost of between £5 million and £7 million. Funding would come from a Section 106 Agreement, Sport England and the sale of land at Seven Brethren. • The TAP (Town and Parish) Fund had been renamed 'North Devon Community Fund' and had the same principles. • District Councillors had been allocated a funding budget of £1,000. • A review of public conveniences was taking place, looking at the most cost effective way of continuing with Parish provision and was also looking at commercial operations. <p>36.4 Councillor V Lawson. Defibrillator Check. All was in order but it had been necessary to replace the batteries which were supposed to have a 5 year life. The Clerk to write to the firm who supplied the defibrillator for their comments.</p> | Clerk |
| 37. | <p>Matters Arising:</p> <p>37.1 Telephone Kiosks. BT have advised there are no current plans to remove the kiosk in Strand Lane, although with usage so low it could be included in a future rationalisation programme.</p> <p>The adoption of the Adder Lane kiosk is progressing. A 90 day consultation process with North Devon Council is underway as consent from the Local Authority is required to allow the adoption.</p> <p>Parishioners to be invited to make suggestions as to the use of the telephone box via the website.</p> <p>37.2 Litter Pick. Photographs taken are on the website, together with thanks to all involved.</p> <p>37.3 The Local Government Boundary Commission for England. It was noted</p> | Clerk |

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| | <p>that the drafted reply had been sent.</p> <p>37.4 Stile. Arrangements are being made to replace the bottom step.</p> <p>37.5 Website. The deadline date for the Smaller Authorities Transparency Code compliance had been postponed for a year. Arrangements were being made for additional pages on the website.</p> <p>37.6 DCC Locality Grant for replacement signage. An ecard of thanks had been sent to County Councillor Mrs Chugg in respect of the funding from her Locality Grant. The sign audit list to be available at the August Meeting for arrangements to be made for the replacement signage. County Councillor Mrs Chugg suggested that further funding from her Locality Grant budget could be used in connection with the new use for the telephone kiosk.</p> <p>37.7 The Pensions Regulator. Councillor Holder confirmed he had registered himself as the nominated contact in respect of automatic enrolment legal duties for a workplace pension.</p> <p>37.8 Repair of Pothole. The swift repair was included on the website.</p> <p>37.9 Parish Council Meeting Bullet Points in Parish Magazine. It was noted that these had been forwarded for inclusion.</p> <p>37.10 Fir trees at Wyevale Garden Centre. Councillor Mrs Sandwell advised that the Wyevale management were waiting for Reports on the trees to be received.</p> <p>37.11 Meadowside. It was noted that the contractor had been asked to cut the thin strip of grass. Councillor Mrs Sampson advised that the boundary hedge belongs to Lovells. At the present time the height was blocking the view from one of the seats in Meadowside, but if it was cut too low, there was a risk that Mr W Sampson's sheep would escape. The Clerk to make arrangements for Mr S Wightman to trim and lower the hedge with any specific instructions coming from Councillor Mrs Sampson.</p> | <p>August Agenda</p> <p>Clerk</p> |
| <p>38.</p> | <p>Planning. To consider the following Application:</p> <ul style="list-style-type: none"> • 59288 – Outline Application (All matters reserved except access) for erection of two local needs dwellings and two open market dwellings at land off of Long Lane, Ashford. <p>A letter of representation had been received from Mrs L Whiting which the Chairman read at her request.</p> <p>Councillors declared interests as noted in Minute No. 33.</p> <p>The Application could not be considered due to insufficient Councillors to make the Meeting quorate.</p> <p>The following reply to be submitted:</p> <p>Ashford Parish Council cannot respond to this Application due to insufficient Councillors being eligible to remain in the room to make the Meeting quorate.</p> <p>However, 18 members of the public present were all in objection to the proposal. The main concerns were:</p> <ul style="list-style-type: none"> - Water run off - Field collapsing onto the unadopted lane as a result of the cut into the hedgebank | <p>Clerk</p> |

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| | <p>and field</p> <ul style="list-style-type: none"> - Increased traffic flow and road dangers in a narrow, already much used lane - Impact on the Conservation Area - Local support in opposition to the Application - Insufficient information submitted with the planning details - Increased flood risk - Is there is need for local needs housing? - Dangerous junction of Long Lane and the main road through Ashford - Construction and engineering work required to cut into the site and making splays would create a lot of mud and be very disruptive. <p>In connection with the Application, North Devon Council advise: 'In November, Government amended planning requirements for developments, specifically relating to public open space as part of off-site contributions. When negotiating agreements, we now need to put forward specific projects for the funds to be allocated towards, rather than holding a Public Open Space allocation for each parish or town. With this in mind, could you please forward the open space priorities for Ashford. This can be for projects led by the Parish Council or any other community or sports group. The details are required to link with a proposed application at Long Lane, Ashford'.</p> <p>Councillors were in agreement to submit a project of a community nature trail with bat and owl boxes, maps and signage using the existing Public Rights of Way.</p> | Clerk |
| 39. | <p>Planning Correspondence:</p> <p>39.1. The following ND Council Decision Notices were noted:</p> <p>APPROVAL for:</p> <ul style="list-style-type: none"> o 59428 – Variation of Condition 2 (Approved Plans) attached to Planning Permission 57606 to allow amended size & position of dwelling at Ashford Inn Farm, Braunton Road, Barnstaple. o 59429 - Reserved Matters Application for dwelling 2 (Outline Planning Permission 59428) (amended description) at Ashford Inn Farm, Braunton Road, Barnstaple. <p>39.2 In connection with Application 59154 – static caravans to replace casual touring and camping pitches at Tarka Holiday Park, Braunton Road, Barnstaple, a letter of explanation had been received from the Planning Officer which advised that the Parish Council's views had been taken into consideration when the decision was made. However, on balance it was considered that the Parish Council's objection could not be substantiated as a reason for refusal which could be sustained at appeal. Further details had been forwarded to Councillors for studying ahead of the Meeting.</p> <p>District Councillor Mrs Davis advised that the landscaping scheme was not adequate and a further scheme was being submitted.</p> | |
| 40. | <p>Finance.</p> <p>41.1 Balances. NatWest Current Account as at 10/6/15: £10.00. NatWest Reserve Account as at 10/6/15: £2,929.97.</p> <p>41.2 The following payments were approved and authorised:</p> | Clerk |

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| | <p>Mrs S Squire July Salary net of PAYE £82.71 Contribution towards broadband £ 3.00 Photocopying £ 9.35 £ 95.06</p> <p>HMRC July PAYE £ 20.60</p> <p>Mr S Wightman Grounds maintenance for June 2015 £ 90.89</p> <p>South & West Internal Audit. Fees for internal audit services 2014/15 £ 50.00</p> <p>41.3 Bank Mandate. A new form had been obtained and taken for completion by Councillor Szymankiewicz. JS</p> <p>41.4 Six monthly check of Accounts by Councillors Mrs J Bosley and V Lawson. The inspection had not been fully completed and the matter was deferred to the August Meeting. August Agenda</p> <p>41.5 2015 Annual Return. It was noted that the Return had been sent to external auditors Grant Thornton with an accompanying letter explaining the variances in figures between the year end 2014 and 2015. The internal auditor's Report was noted which had highlighted the following:</p> <ul style="list-style-type: none"> • Fixed Assets. Depreciated by 10%. It is not accepted practice for Parish Council assets to be depreciated but recorded at cost, if known, otherwise insurance value. <i>Clerk's Note: This advice was contrary to that given in training.</i> • Financial Risk Assessment in order, however a general Risk Assessment should be adopted. <i>This was being addressed.</i> • Minor error of outstanding cheque which did not affect the Annual Return. • Minor errors on Boxes 4 & 6 of the Return to be inked in and initialled. <i>Due to rounding up / down of figures.</i> | <p>Ch.No.901 Ch.No.902 Ch.No.903 Ch.No.904</p> |
| 42. | <p>Correspondence. Notices and publications were put on the table to see and read and included in the circulation bag.</p> <p>42.1 Devon Rural Housing Partnership. To reply that this Council wishes to be kept informed.</p> | Clerk |
| 43. | <p>Matters raised by Councillors /Clerk.</p> <p>43.1 Councillor Mrs Sampson informed that the Church Hall had been rented by former Councillor Rowe for driver training on 18 July and 8 August.</p> <p>43.2 Emergency Plan. The Plan was amended and updated, due to former Councillor Rowe, a name person on the Plan, no longer residing in the village.</p> <p>43.3 Flower Tubs / Advertising outside Wyevale Garden Centre. The Clerk to write to the Garden Centre Manager advising that they are regarded as advertising for which planning permission should be checked and, if necessary, applied for.</p> | Clerk |
| 44. | <p>Date of next Meeting: Thursday, 20 August 2015 in the Church Hall at 7.30pm. The Meeting ended at 9.53pm. District Councillor Mrs Davis gave her apologies for the August Meeting.</p> | |
| <p>Summary of Decisions:</p> <ul style="list-style-type: none"> ➤ Minutes of 18 June 2015 ➤ Nature Trail in connection with a proposed development ➤ Payments | | |
| <p>These Minutes are agreed by those present as being a true record.</p> | | |
| Signed: Chair of Ashford Parish Council: | | Date: |