

**Minutes of Ashford Parish Council Meeting held in the Church Hall on
 Thursday, 16 November 2017.**

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| Chaired by: Councillor G Holder | Clerked by: Sue Squire |
| <p>Present: Councillors</p> <p>J Bleach Mrs J Bosley G Holder V Lawson Mrs S Sampson J Szymankiewicz</p> <p>County Councillor Mrs C Chugg from Minute No. 85.3 District Councillor Mrs A Davis 17 Members of the public</p> | <p>Agenda: -</p> <p>Items raised by members of the public Apologies Declarations of Interest Approval of the Minutes of the Meeting held on 19 October 2017 Urgent items raised at the discretion of the Chairman Reports Matters Arising Planning & Planning Correspondence Finance Correspondence Matters raised by Councillors / Clerk Items for the next Agenda Date of next meeting</p> |
| | Action: |
| 80. | <p>Items raised by members of the public.</p> <p>80.1 In respect of Planning Application 64000 – Outline application for residential development for up to 94 dwellings (all matters reserved) – land at Chivenor Cross, Chivenor the Chairman advised that the feeling of the Parish would be submitted.</p> <p>80.2 Impact damage to a property. Email received requesting, after numerous vehicle impacts, that bollards are placed to protect the house. The vehicle owner did not report the damage to the householder but after making searches in the village, the damaged vehicle had been located and the repair damage to the property will be covered. A previous incident happened on 15 August involving a TNT lorry. The Parish Council was asked to support protective bollards for the 350 year old home.</p> <p>The resident was advised this was something that would need to be taken up with Devon Highways as it was not a Parish Council matter, although the Parish Council was supportive of the residents. This to be an item on the December Agenda.</p> <p>80.3 Conduct of Parish Councillors. After attending several Parish Councillors, poor conduct had been noted and a lack of respect of Members. It was felt that a Councillor's vote should remain so and having to justify the vote to other Members should not be necessary. The importance of working as a quality unit was mentioned, not with Members acting alone. It was pointed out that some Councillors had served for decades and it was hoped that standards would improve in the future.</p> <p>These comments were echoed by another member of the public.</p> <p>80.4 Tarka Park expansion - Footpath No.8. Copy correspondence to DCC and North Devon Council was noted as follows: Ashford is a rural settlement and is in fact defined in the current Local Plan as an '<i>unidentified rural settlement</i>'. Most of the residents who live in Ashford moved there because they want to live in the rural environment. They would like it to stay that way. Footpath 8 runs down Long Lane, which is an ancient green lane. We think that it is one of the oldest paths in the village and in historical times was used to move sheep from the hillside down to the saltings of the River Taw. All of this was long before the A361 and the old railway existed (now the Tarka Trail).</p> |

These Minutes are subject to change.

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| | <p>The northern end of the footpath runs in a deep, steep- sided gully between residential properties high on either side. It runs water most of the year with surface water run-off and spring water. The surface of the path is slate rock in most places and is quite unique. In my view it would be a travesty to allow this to be covered up. The worry is that by 'improving' footpath 8, methods and materials may be used which will spoil the rural character and heritage of the footpath. An added concern is that any works in the gully could collapse some of the high sheer sides and this could affect several properties.</p> <p>I believe it is correct that Park Holidays UK Ltd would need to notify and get the permission of the various land owners, as well as Devon Footpaths, to change the surface of the path.</p> <p>In view of these concerns and the nature of the northern end of footpath 8, I would ask that you please make a site visit to see this for yourself, before any agreements are reached.</p> <p>80.5 Requested Bollards. A resident felt these were the responsibility of the home owners, pointing out that many people have walls as a boundary which are repaired at the owner's cost.</p> <p>80.6 Planning application for 94 houses at Chivenor Cross. An objection was received on the grounds of additional traffic using Strand Lane and flooding.</p> <p>80.7 2018/19 Budget. Representations received that this was considered too high last year and it was expected that all Councillors had the welfare of the residents of Ashford as a priority.</p> | |
| 81. | <p>Apologies. Councillor Mrs B Sandwell.</p> | |
| 82. | <p>Declarations of Interest.</p> <p>Councillor Holder declared a Prejudicial Interest in Planning Application 64000 – Outline application for residential development for up to 94 dwellings (all matters reserved) – land at Chivenor Cross, Chivenor, being his brother's land.</p> <p>Councillor Bleach declared a Prejudicial Interest in Finance – Minute No. 88.2. Payment to him as reimbursement for electrical components for the telephone box mini library.</p> | |
| 83. | <p>Approval of the Minutes of the Meeting held on 19/10/17. Approved and signed as a correct record.</p> | |
| 84. | <p>Urgent items raised at the discretion of the Chairman. None.</p> | |
| 85. | <p>Reports:</p> <p>85.1 Police. The latest newsletter had been circulated to Councillors and sent for inclusion on the website. The October Newsletter was on the website.</p> <p>85.2 County Councillor Mrs C Chugg. 12 new full time recruits have finished first of training at Devon and Somerset Fire and Rescue Service.</p> <p>County Councillor Mrs Chugg would liaise with Highways and the owner of the vehicle impacted property regarding the request for bollards.</p> <p>85.3 District Councillor Mrs A Davis. In connection with the North Devon and Torridge Local Plan, the Planning Inspector had enquired how housing would be monitored with the two District Councils in the next 5 years. Further work is being carried out on the document to show a 5 year land supply.</p> <p>Green Waste. Collections had stopped at the end of October and residents had been told there would not be collections in November. This information was incorrect and there would be fewer collections throughout the Winter. The situation would be corrected for next year.</p> <p>85.4 Councillor V Lawson. Defibrillator Check. In order.</p> <p>85.5 Neighbourhood Plan. Councillor Szymankiewicz thanked the Clerk for producing a quality set of Minutes and formally thanked the Parish Council for the go ahead to proceed with the Grant application which had been submitted on 25 October 2017.</p> <p>Clarification had been requested as a result of the Grant application and a response was being</p> | <p>CC</p> |

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| | <p>drafted with more input from planning consultants. It was hoped that the Grant would be finalized in the next few weeks.</p> <p>Councillor Szymankiewicz gave details of the 4 streams of work being carried out by the Working Party, liaising with Mr G Townsend at North Devon Council Planning Department, considering environment issues, the production of an outline traffic plan and are in the process of identifying how best to engage with residents and other organisations and business in the Parish through community engagement.</p> <p>The intention is to communicate through a number of methods including via the Ashford Update, website and Facebook. In addition, flyers are to be delivered to residents explaining a Neighbourhood Plan to give residents a deeper insight into the project.</p> <p>As a way of improving relationships on the Parish Council and representing the interest of residents, an invitation was extended to Councillor Holder to attend a meeting of the Working Party each month to discuss the present position. Councillor Holder accepted the invitation.</p> | <p>GH</p> |
| <p>86.</p> | <p>Matters Arising:</p> <p>86.1 Grass Cutting – verge in the Meadowside area. This item was discussed under Minute No. 88.4.</p> <p>86.2 Dog Fouling. The Clerk brought a further supply of stickers to the meeting.</p> <p>86.3 First Aid Course. Councillor Lawson advised he could offer life support training and can supply or obtain mannequins and show how to use the defibrillator. The course would be limited to around 10 people and would be held on a mid week day during January. Names of interested people should be passed to Councillor Mrs Bosley or via the website.</p> <p>86.4 Section 106 Funding for open space. Councillors discussed the purchase of land which may be for offer of sale for open space facilities.</p> <ul style="list-style-type: none"> • North Devon Council had advised that the funding can be used for the purchase of land. • There were two options: Land at the bottom of Meadowside and land which had previously been the subject of a former Planning Application which was not now proceeding in Long Lane. It was known that the land owner was receptive. • The Clerk to ask the District Valuer to value both parcels of land • District Councillor Mrs Davis pointed out that the aspirations of a Neighbourhood Plan was the provision of a car park and other facilities • To be an item on the December Agenda <p>86.5 Museum of Barnstaple and North Devon. It was noted the organisation had been advised that a talk was not required.</p> | <p>Clerk</p> <p>Clerk</p> <p>December Agenda</p> |
| <p>87.</p> | <p>Planning & Planning Correspondence.</p> <p>87.1 Planning Application 64000 – Outline application for residential development for up to 94 dwellings (all matters reserved) – land at Chivenor Cross, Chivenor. This Application sits in the Parish of Heanton Punchardon and Ashford Parish Council is being consulted as an adjoining Parish, as is Braunton Parish Council.</p> <p>Councillor Holder declared a Prejudicial Interest, left the room and did not take part in the discussion, decision or voting thereon.</p> <p>The meeting was chaired by Councillor Lawson.</p> <p>Standing Orders were cancelled so that residents could make representations.</p> | |

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| | <p>It was resolved to reply as follows: Ashford Parish Council wish to recommend refusal on the following grounds:</p> <ul style="list-style-type: none"> - Concern has been expressed about the access to and from the site onto the highway, the busy A361 - This is a high density, creeping development, out of keeping with the area and with no infrastructure, e.g. shops - There are concerns regarding a flooding issue - Increased intensity of traffic through Ashford being used by local people - The proposed site is destroying the countryside <p>The Chairman returned to the meeting and reinstated Standing Orders.</p> <p>87.2 Planning Correspondence. There was no Planning Correspondence to consider.</p> | <p>Clerk</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>88.</p> | <p>Finance. 88.1 Balances. NatWest Current Account as at 20 October 2017: £10.00 NatWest Business Reserve Account as at 10 November 2017: £4,024.81</p> <p>Budgetary figures for October 2017 were circulated to Councillors.</p> <p>88.2 The following payments were approved and authorised:</p> <table border="0"> <tr> <td>Mrs S Squire</td> <td>November Salary net of PAYE</td> <td>£82.71</td> <td></td> </tr> <tr> <td></td> <td>Contribution towards broadband</td> <td>£ 3.00</td> <td></td> </tr> <tr> <td></td> <td>Photocopying</td> <td>£ 14.35</td> <td>£100.06</td> </tr> <tr> <td>HMRC</td> <td>October PAYE</td> <td></td> <td>£ 20.60</td> </tr> <tr> <td>Mr S Wightman</td> <td>Invoice No. 031. October 2017 grass cutting</td> <td></td> <td>£156.88</td> </tr> <tr> <td>Mr J Bleach</td> <td>Reimbursement for replacement light until in Ashford telephone box</td> <td></td> <td>£ 20.04</td> </tr> </table> <p>Councillor Bleach declared a Prejudicial Interest in the cheque made payable to him, left the room and did not take part in the discussion, decision or voting thereon.</p> <p>88.3 2018/19 Budget.</p> <p>88.3.1. To agree the Budget. In this connection, the meeting went into Part 2 Confidential when the item of Clerk's salary was discussed following advice from the Devon Association of Local Councils. Councillors adjourned to the kitchen and returned after the item had been discussed and agreed.</p> <p>Councillor Szymankiewicz proposed the 2018/19 Budget. Seconded by Councillor Bleach. Unanimously agreed.</p> <p>88.3.2 To agree the allocation of the Parish Grant. Councillors were advised that the Parish Grant, used for assisting with the upkeep of the churchyard, would be halved to £75.00 during 2018/19 and fully removed for 2019/20.</p> <p>Councillor Mrs Bosley proposed that the £75 was allocated towards the upkeep of the Churchyard. Seconded by Councillor Bleach. Unanimously agreed.</p> <p>The Clerk had received a reply to the enquiry as to how the Parish Grant has been made up in the past which was advised to Councillors and accepted.</p> <p>88.3.3 To set the Precept. Councillor Mrs Sampson proposed that the Precept was increased from £5,500 to £5,665, an increase of 3%. Seconded by Councillor Mrs Bosley. Unanimously agreed.</p> | Mrs S Squire | November Salary net of PAYE | £82.71 | | | Contribution towards broadband | £ 3.00 | | | Photocopying | £ 14.35 | £100.06 | HMRC | October PAYE | | £ 20.60 | Mr S Wightman | Invoice No. 031. October 2017 grass cutting | | £156.88 | Mr J Bleach | Reimbursement for replacement light until in Ashford telephone box | | £ 20.04 | <p>Clerk</p> <p>Ch.No.011 Ch.No.012 Ch.No.013 Ch.No.014</p> <p>Clerk to complete and return forms to NDC by</p> |
| Mrs S Squire | November Salary net of PAYE | £82.71 | | | | | | | | | | | | | | | | | | | | | | | | |
| | Contribution towards broadband | £ 3.00 | | | | | | | | | | | | | | | | | | | | | | | | |
| | Photocopying | £ 14.35 | £100.06 | | | | | | | | | | | | | | | | | | | | | | | |
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| | <p>88.4 Grass Cutting Tenders. The Clerk had requested four contractors to quote for the 2018 season, including the current contractor, and had not received a response. This would be followed up with other contractors being invited to quote.</p> | <p>20 Dec 17 Clerk</p> |
| <p>89.</p> | <p>Correspondence. Notices and publications received were put on the table to see, read and go in the circulation bag.</p> <p>89.1 DCC Highways. Snow Wardens and Winter Service. Parishes who are currently part of the Snow Warden Scheme are requested to complete an online form giving details of the Snow Warden so that they can be contacted in the event of an emergency.</p> <p>The salt available through the Snow Warden scheme will be delivered in 25kg bags in multiples of 10. DCC Highways will not proactively fill grit bins prior to the start of the Winter. They will respond to any requests made via the website. If there are any grit bins which are damaged, empty or the contents are unusable, this should be reported on the 'report a problem' page on the website.</p> <p>At the Annual Parish Council meeting on 18/5/17, Councillor Bleach was appointed as Snow Warden.</p> <p>Councillor Bleach advised that due to being involved with the Neighbourhood Plan, he would not be able to continue with this role.</p> <p>To be an item on the December Agenda and also ask for volunteers via the website.</p> <p>89.2 DCC Highways. Details of a road closure from 30 January 2018 to 5 February 2018 for the provision of a new water service at Meadowside. <i>Noted.</i></p> | <p> Clerk</p> |
| <p>90.1.</p> | <p>Matters raised by Councillors / Clerk.</p> <p>90.1 2018 Parish Council Meeting Dates. To agree the third Thursday in the month and held in the Church Hall. Agreed by Councillors.</p> <p>90.2 Councillor Mrs Bosley:</p> <p>Bonfires. There had been several continuously lit bonfires during the day. Councillor Bleach had also received representations and the resident had been alerted to the Good Conduct Approach to Managing Fires. North Devon Council Environmental Health Department to be advised.</p> <p>Children's school bus pick up location in Ashford by seat at foot of church wall. The Clerk to write to DCC expressing concern from a health and safety point of view and its thoughts on an alternative pick up point by the Parish Council notice board.</p> <p>90.3 Councillor Szymankiewicz:</p> <p>Garden Centre – advertising hoarding and boards around the entrance. It was advised that the Enforcement Department had deemed advertising at this location on Strand Lane was acceptable.</p> <p>Garden Centre – use of car park spaces to sell compost etc. The Clerk to report to Enforcement Department adding that the spaces being used were disabled spaces.</p> <p>Ashfield Lane – reinstatement of hedging. The house owner had been given a timescale to reinstate banking and the planting of new hedgerow by the Enforcement Officer and a further site visit will be made on 4/1/18 to ensure this has been carried out.</p> <p>Ashford Farm – new poly tunnels. Representation withdrawn.</p> | <p>Clerk to book Hall Clerk Clerk Clerk</p> |

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| | <p>90.4 Councillor Mrs Sampson: Finger posts on the top road. These were green and overgrown. It was noted they were cleaned during the annual Spring Clean in May 2017.</p> <p>Benches at Meadowside. Refurbishment required due to the paint blistering and the wood going green. To be an item on the December Agenda and an article included on the website inviting residents to volunteer doing the necessary work with the materials being paid for by the Parish Council.</p> | Clerk December Agenda |
| 91.2 | <p>Items for the next Agenda. Those identified from these Minutes.</p> | |
| 92.3 | <p>Date of next Meeting: Thursday, 21 December 2017 in the Church Hall at 7.30pm.</p> <p>The meeting ended at 9.20pm.</p> | |
| <p>Summary of Decisions:</p> <ul style="list-style-type: none"> ➤ Minutes of 19 October 2017 ➤ Planning ➤ Payments ➤ 2018/19 Budget, Clerk's salary, Precept | | |
| <p>These Minutes are agreed by those present as being a true record.</p> | | |
| Signed: Chair of Ashford Parish Council: | | Date: |