

**Minutes of Ashford Parish Council Meeting held on Thursday, 18 January 2018
in the Church Hall at 7.30pm.**

Chaired by: Councillor G Holder	Clerked by: Sue Squire
Present: Councillors J Bleach Mrs J Bosley G Holder V Lawson Mrs S Sampson Mrs B Sandwell J Szymankiewicz County Councillor Mrs C Chugg District Councillor Mrs A Davis 18 Members of the public	Agenda: - Items raised by members of the public Apologies Declarations of Interest Approval of the Minutes of the meeting held on 21 December 2017 Urgent items raised at the discretion of the Chairman Reports Matters arising Planning and Planning Correspondence Finance Correspondence Matters raised by Councillors / Clerk Items for the next Agenda Date of next meeting
	Action:
106.	<p>Items raised by members of the public. The Chairman advised that parishioners wishing to speak about the purchase of land item would be heard at that point in the meeting when he would suspend Standing Orders.</p> <p>106.1 Chlorinated water supply. Thanks were expressed for making enquiries from South West Water. As a follow up, some residents had experienced this in the past.</p> <p>106.2 Councillors were wished a happy new year and thanks for the work which had been done in the last year which was appreciated.</p> <p>106.3 Regarding the December 2017 Minutes, Item 93.3 where Planning Application Minutes of 59288 was quoted. This was in fact Planning Application 64085. It was advised that the details had been received from a parishioner and included in the Minutes. In those circumstances, it was the information provided by the parishioner that was incorrect.</p> <p>106.4 There is mud on Strand Lane going into the watercourse. A leaflet was supplied regarding Environment Agency grants for farmers which may be useful for landowners.</p> <p>106.5 Life Support Training. The parishioner had noted this had taken place the evening before the meeting. They were advised that one person came and the training was not held. At the previous meeting, a show of hands from people who were interested were asked for but no names taken. For future training, names and contact details to be obtained.</p> <p>106.6 In the fields adjacent to Ashfield Close subject to a Planning Application, they had been ploughed with corn in recent years. This has caused mud on the road and a similar occurrence was known at Marwood where the field was drilled horizontally instead of vertically and this had a good effect. The meeting was advised that a bank of soil had been created to stop water run off. The item was further discussed under Minute No. 110.</p> <p>106.7 Reply regarding the Parish Council's response in connection with Wyevale Garden Centre. The parishioner has asked the Parish Council to clarify what the issue is regarding where the Garden Centre store their compost bags. They understand it may have been an issue of disabled parking but was not of the opinion the storage of the bags impeded the disabled parking thought to be</p>

	<p>on the other side of the car park. To reply that this is a planning issue.</p> <p>106.8 Representations regarding a bonfire in another part of the village. A resident has complained that washing on the line was affected, enquiring if there was a different rule for residents who were Parish Councillors.</p> <p>A comprehensive reply from North Devon Council Environment Department had been received as a result of the original representations which were as follows:</p> <p>There are regulations regarding bonfires and enforcement action for complaints of smoke from bonfires can be taken under the following statutes;</p> <ol style="list-style-type: none"> 1. Dealt as a Statutory nuisance under Section 80 the Environmental Protection Act 1990 2. The same Act mentioned above also prohibits the unauthorised disposal of waste and duty of care (Sections 33 and 34); this includes private householders disposing waste (not from his/her property, or controlled waste) by burning materials within domestic premises 3. If there is evidence of cable burning for the purposes of recovering the metal within, the person is guilty of an offence under Section 33 of the Clean Air Act 1993 4. In any instance where the smoke emission falls below the threshold for being established as a statutory nuisance, but is still unreasonable, continuous and detrimental to the quality of life of those in the community, there are additional powers under the Anti-Social Behaviour, Crime and Policing Act 2014 and a notice can be served. <p>Members of the public who are affected by such activities can inform us and if it cannot be resolved informally, then formal action can be taken.</p> <p>Furthermore, any one who has been alleged or witnessed as having a garden bonfire can be advised of the appropriate ways to dispose of waste and this includes the regular kerbside collections or using the local recycling centres.</p> <p>The details to be included on the website.</p>	Clerk
107.	Apologies. None.	
108.	Declarations of Interest. Councillor Lawson. Prejudicial Interest in Minute No. 112.5 – Section 106 funding for open space.	
109.	Approval of the Minutes of the Meeting held on 21 December 2017. Approved and signed as a correct record after the following was noted: Under Minute No. 98.5 – Report on the Neighbourhood Plan, in the last paragraph, second line that the word 'now' had been amended to 'not to read that ... some of the capital items to be funded are not allowed and in the second paragraph the figure of £1,4000 was amended to £1,400.	
110.	Urgent items raised at the discretion of the Chairman. 110.1 In connection with Minute No. 106.6, the details to be sent to the landowners.	Clerk
111.	Reports: 111.1 Police. The January Newsletter had been received and forwarded to Councillors and sent for inclusion on the website. 111.2 County Councillor Mrs C Chugg. In connection with a grant being progressed by a member of the Neighbourhood Plan working party for a camera to monitor the number of cars to create an evidence base as to the number of vehicles using Strand Lane at a cost of £299, she advised that the application should be sent to her. County Councillor Mrs Chugg also advised that the camera has to confirm to data protection, follow code of practice and Section 50 licence.	

	<p>Regarding a request for bollards to protect a property, she had again made representations to Devon Highways and been advised that even if the Deeds say the property boundary goes out into the road and bollards are erected, Highways will remove them. Reflectors on the house had been suggested.</p> <p>As regards work to the road at the top of the property Riverside, County Councillor Mrs Chugg was disappointed and frustrated that the work to prevent further flooding of the property had not been carried out as promised. She had ascertained that it was on the work programme to be done but the date was not known.</p> <p>There continued to be concern about Horsey Island on Braunton Marsh.</p> <p>111.3 District Councillor Mrs A Davis. Details of Section 106 contributions from developments in the Parish were as follows:</p> <p>Application: 59662. Recreation Contribution of £5,381.50 towards creation of a community nature trail. Status: S106 agreement signed.</p> <p>Application: 63290. Recreation contribution of £25,831.20 towards purchase of land. Status: S106 requested.</p> <p>Application: 63345. Recreation Contribution of £118,206 towards (1) Enhancement of new playing field (2) Creation of car park to support new playing field. Status: consultation period.</p> <p>111.4 Councillor V Lawson. Defibrillator Check. In order.</p> <p>111.5 Neighbourhood Plan. Councillor Szymankiewicz updated the meeting:</p> <p>The first tranche of a grant amounting to £1,968.00 to cover household survey and minor costs associated with the consultation has been fully approved and will be banked shortly.</p> <p>In connection with a further grant being applied for this was because the working group had been advised that a Planning Consultant should be employed. As a follow up to this, two Planning Consultants were met in December and James Shorten of Bideford chosen to assist. He is being used by Bratton Fleming in connection with its Neighbourhood Plan.</p> <p>There had been clarification as to what is to be done in the first three months of the year and the grant has been submitted for £1,100 which has been approved by Locality and Groundwork is carrying out due diligence to complete the process.</p> <p>The working group had been giving attention on the next stage regarding community engagement. It is planned to have three identical drop in sessions between 14 – 24 March on different days.</p> <p>The group is compiling an evidence base with the Planning Consultant. In April, a household questionnaire will be delivered to everyone in the village. The draft had been compiled and it will be fine tuned as a result of the drop in sessions.</p> <p>A two page flyer 'A Neighbourhood Plan for Ashford' had been produced, to be personally delivered and distributed at the end of January. A second flyer giving details of the drop in sessions would also be delivered.</p>	
<p>112.</p>	<p>Matters Arising: 112.1 Water Quality. South West Water has been asked for an explanation for excessively chlorinated drinking water. They do not keep a record of when chlorine is added to water. The reason for the chlorinated taste</p>	

could be because of a burst pipe which has been repaired when chlorine is used to ensure the water is not contaminated.
Another reason could be when there is a new kitchen appliance installed such as a washing machine or dishwasher. If the pipes to the appliance does not have a non return valve and the machines are not used for a few days, there is a risk that the water taken from the main pipe is not all used and then stands in the pipe after the cycle is finished, thus effectively stagnating until water is drawn. A non return valve would prevent this.
It is suggested that the cold water tap is left to run for a few minutes to ensure fresh water for drinking comes through the tap.

112.2 Local Government Boundary Commission for England. Draft Proposals for North Devon Council Warding arrangements. It is proposed that Ashford is moved into the Braunton South Ward.

Councillor Lawson proposed the following reply:
Ashford Parish Council wish to remain in the Heanton Punchardon Ward with the addition of Pilton West on the grounds that we prefer a separate rural identity and feel that we share a cultural identity rather than being consumed into a semi urban area where there are very different issues relating to the larger area of Braunton. Seconded by Councillor Szymankiewicz. Unanimously agreed.

Clerk

112.3 Heanton Punchardon Parish Council. Joint TAP Application with Ashford.
A letter of support is to be sent to the Parish Council.

Clerk

112.4 Life Support Training delivered by Councillor Lawson in his capacity as RNLI officer.
Due to poor support, this is to be re-arranged. To be an item on the March Agenda.
It was recognized that names and contact details must be obtained.

112.5 Section 106 Funding for open space. The purchase of land was discussed.
A reply had been received from the District Valuer regarding value of agricultural land and the details were read to the meeting by the Chairman.

Councillor Holder advised that the company who owns the land in Meadowside and who bought the ransom strip was interested in selling for a price of £2,000.
It was noted that the Parish Council had been maintaining and cutting the grass for a number of years.

Councillor Holder further advised that in connection with the other piece of land, there was no indication from the owner as to the price he would sell for.

The Chairman suspended Standing Orders so that members of the public could speak during this item.

Proposed Play Area at Meadowside

Although it was felt to be a strange place for a play area it was thought that the price was good. This would safeguard a green space in the village.

In costing it, the ongoing cost of maintenance for a play area would need to be factored in and the area would have to be kept tidy.

The Clerk advised that the play area would need to have an annual inspection and additional insurance would be required at a total cost of approximately £200.

The type of play equipment was discussed as was the hedge which would require attention with the possibility of a fence being erected.

Proposed car park. Councillor Lawson declared a Prejudicial Interest, left the room and did not take

part in the discussion.

Emails had been received from parishioners with representations of preference for a play area and / or car park. In connection with the latter, a Petition containing 48 signatures in favour had been received.

Two emails of objection had been received in connection with a proposed car park in the North field above Long Lane which were read to the meeting.

Members of the public commented as follows:

- It was recognized and appreciated about the amount of work the Chairman had done to identify suitable land. It would bring benefits and the suggestion was made that sufficient space was purchased to cover both facilities for a green amenity. Four aspects were given. If the scheme was to proceed, can the public receive an assurance that future access would not be used to allow development. It was suggested that Covenants were placed on the land for the sole purpose of an amenity for the benefit of the community in perpetuity.

District Councillor Mrs Davis advised that the sum of £5,381.50 will be going on a Community Nature Trail, a decision which had been made some time ago.

In respect of the other Section 106 money, the developers must be told what the money is to go for.

- Historically, when the land owner of the field applied for planning permission, one of the reasons for refusal was access. It was questioned what is different.

Councillor Holder responded by advising that a Feasibility Study would have to be carried out. Engineers would know how to overcome this issue.

- It is an ideal opportunity to secure a portion of land for the benefit of the village in the centre of the village. A village fete was suggested.
- If the Parish Council pursued the car park idea and after discussing this with Highways and the planners, planning permission was not obtained, what would happen to the money. Would it be lost?

District Councillor Mrs Davis advised that it could well be lost.

- Parishioners were worried about the development of houses and if the land was secured this could stop any future development, but it could give access for a development. The question was asked if the land is secured but cannot be used due to access, could it be a village space with steps?

District Councillor Mrs Davis advised that the play area at Kentisbury was planned in an agricultural field. The Parish Council purchased the field and a Covenant was made that houses could not be built on it. Ashford could have such a Covenant as an open space for villagers.

- If it was said the land was required for a car park, would it have to be approved?

District Councillor Mrs Davis confirmed that North Devon Council Executive Committee would have to approve it.

- There was a line on the plans across the field and this may ring alarm bells as an area not deemed development.

Matting could be place on the area to cover it.

	<ul style="list-style-type: none"> ▪ If the land was used as a community space, presumably it would be possible to park cars. <p>Yes, if there was an access.</p> <ul style="list-style-type: none"> ▪ The public was not thinking of a car park as a concrete area. It would be nice to be able to park as parking facilities were poor at present and it would assist people when visiting the Churchyard and community events in the Church Hall. ▪ This is a fantastic opportunity and the Parish Council was urged to investigate further as parking is desperately needed. <p>The Chairman reinstated Standing Orders.</p> <p>Play Area. Councillor Holder proposed that the Parish Council proceed with the purchase of the land for £2,000. A decision on the play equipment and hedge to be made later. Seconded by Councillor Bleach. Unanimously agreed.</p> <p>Car park / community area. Councillor Holder proposed that the Parish Council proceed in principle in buying the piece of land for community use including car parking. The main use of the land would be for community use. Seconded by Councillor Bleach. Agreed. There was one abstention.</p> <p>112.3 Snow Warden. It was noted that Mr S Bunce and Mrs E Wozniak had been advised they had been appointed. DCC had also been advised and requested to liaise with Mr Bunce and Mrs Wozniak direct regarding training.</p> <p>112.6 School Bus Pick Up Point. It was noted that representations had been made to DCC and a reply received to the effect that after a site visit it was felt the present arrangements were satisfactory. The details to be put on the website.</p> <p>112.7 To review the draft Emergency Plan. The document had been forwarded to Councillors ahead of the meeting to study. One amendment was made, deletion of a name who no longer had a four wheel drive vehicle.</p> <p>Councillor Mrs Bosley proposed that the review of the draft Plan was approved. Seconded by Councillor Lawson. Unanimously agreed.</p>	<p style="color: red;">GH / Clerk</p> <p style="color: red;">GH/Clerk</p> <p style="color: red;">Clerk</p> <p style="color: red;">Clerk to update</p>																
<p>113.</p>	<p>Planning & Planning Correspondence.</p> <p>113.1 Planning Applications: There were no Planning Applications to consider.</p> <p>113.2 Planning Correspondence. There was no Planning Correspondence to consider.</p>																	
<p>114.</p>	<p>Finance.</p> <p>114.1 Balances. NatWest Current Account as at 20 December 2017: £10.00 NatWest Business Reserve Account as at 10 January 2018: £3,804.95</p> <p>Budgetary figures for December 2017 were circulated to Councillors.</p> <p>114.2 The following payments were approved and authorised:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 20%;">Mrs S Squire</td> <td style="width: 40%;">January Salary net of PAYE</td> <td style="width: 20%; text-align: right;">£ 82.51</td> <td style="width: 20%;"></td> </tr> <tr> <td></td> <td>Contribution towards broadband</td> <td style="text-align: right;">£ 3.00</td> <td></td> </tr> <tr> <td></td> <td>Photocopying</td> <td style="text-align: right;">£ 14.35</td> <td style="text-align: right;">£99.86</td> </tr> <tr> <td>HMRC</td> <td>January PAYE</td> <td></td> <td style="text-align: right;">£20.80</td> </tr> </table> <p>114.3 Grass Cutting Tenders. Councillor Holder advised he had met a contractor on site and a quotation had subsequently been received.</p>	Mrs S Squire	January Salary net of PAYE	£ 82.51			Contribution towards broadband	£ 3.00			Photocopying	£ 14.35	£99.86	HMRC	January PAYE		£20.80	<p style="color: red;">Clerk</p> <p style="color: red;">Ch.No.017 Ch.No.018</p>
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	<p>The award of the contract to be on the February Agenda.</p> <p>114.4 DCC P3 Summary of Expenditure – April 2017 to March 2018. The form had been completed by the Clerk in preparation for submitting by 12/2/18. The Footpath Officer, Councillor Lawson, had not received the Annual Footpath Survey Forms to be completed and returned by 12/2/18.</p> <p>114.5 Request for a donation from Citizens Advice. It was noted that the organisation had been advised that Councillors decided not to proceed.</p>	<p>February Agenda</p> <p>Clerk to resend</p>
<p>115.</p>	<p>Correspondence. Notices and publications received were put on the table to see, read and go in the circulation bag.</p> <p>115.1 CPRE (Campaign for the Protection of Rural England). Letter inviting the Parish Council to be a member for an annual subscription of £36.00. Councillors decided not to proceed.</p> <p>115.2 North Devon Biosphere. Email regarding present and past flooding information for Ashford. The organization is looking for historical and present flooding data from local sources and any information that local people may have about surface water run-off either from agricultural fields or roads throughout Ashford.</p> <p>The Clerk to reply inviting the officer to the February meeting.</p> <p>10.3 DCC. Highway Grass Cutting 2018/19. DCC has advised that the allocation of funding for the 2018/19 season towards the cost will be £114.00. The deadline date for confirmation is 19 January 2018. Agreed by Councillors.</p>	<p>Clerk</p> <p>Clerk</p>
<p>116.</p>	<p>Matters raised by Councillors / Clerk.</p> <p>116.1 Clerk's Leave. 27/1/18 – 11/2/18 inclusive.</p> <p>No items had been received for inclusion under the Small Authorities Transparency Code.</p>	
<p>117.</p>	<p>Items for the next Agenda.</p> <p>Email received by Councillor Szymankiewicz for further consideration.</p>	
<p>118.</p>	<p>Date of next Meeting: Thursday, 15 February 2018 in the Church Hall at 7.30pm. The paperwork will be sent earlier than usual due to the Clerk's leave and the Agenda will accommodate for items received between it being published and the meeting itself.</p> <p>The meeting ended at 9.23pm.</p>	
<p>Summary of Decisions:</p> <ul style="list-style-type: none"> ➤ Minutes of 21 December 2017 ➤ Response to the Local Government Boundary Commission for England Review of North Devon Council Warding Arrangements ➤ Proceed with the purchase of land at Meadowside for a play area and proceed in principle with the purchase of land for community use including car parking ➤ Review of the draft Emergency Plan ➤ Payments 		
<p>These Minutes are agreed by those present as being a true record.</p>		
<p>Signed: Chair of Ashford Parish Council:</p>	<p>Date:</p>	