## Page 1 of 5 DRAFT Minutes of Ashford Parish Council Meeting held on 19.12.19 Minutes of Ashford Parish Council Meeting held on Thursday, 19 December 2019 in the Church Hall at 7.30pm.

Chair	red by: Councillor P Hughes	Clerked by: Sue Squire	
Present: Councillors  Mrs J Bosley D Hall G Holder P Hughes V Lawson M Moss Mrs S Sampson  District Councillor Mrs A Davis  No 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 November 2019 Reports Matters Arising Planning & Planning Correspondence Finance Correspondence Matters raised by Councillors / Clerk Matters raised by the Chairman Items for the next Agenda Date of next meeting	
			Action:
92.	Items raised by members of the public.  92.1 Dog Waste. An item circulated on the Ashford Update by a member of the public suggested that a dog bin may be appropriate.  The Clerk to acknowledge and include this item on the January Agenda.		Clerk January Agenda
93.	Apologies. County Councillor Mrs C Chugg.		
94.	Declarations of Interest. Councillor Hall declared a Prejudicial Interest founder and Chairman.	st in items relating to the company ORS as the	
95.	Approval of the Minutes of the Meeting held on 21 November 2019.  Approved and signed as a correct record after it was noted under Minute No. 83.7 – Taw and Torridge Estuary Forum, details relating to the former Yelland Power Station may not result in a new Planning Application, and Under Minute 84.4 - Climate Emergency Network, the plan to be carbon neutral is 2050.		
96.	Reports: 96.1 Police. The December 2019 Newsletter I PCSO Kingdon had advised that he has been to for the time being.	nad been received and circulated. ransferred to the Barnstaple Neighbourhood Beat Area	
	96.2 County Councillor Mrs C Chugg. Apologies given. A written Report had been circulated focusing on: Land at Meadowside, Highways, Recycling, Railways strike, New employer support service, Grants, Libraries, Knife crime in Devon Schools, Children's Services.		
	<b>96.3 District Councillor Mrs A Davis.</b> Due to Councillors, there was nothing to report.	the General Election resulting in purdah for	
	<b>96.4 Councillor V Lawson</b> . Defibrillator Chec The Clerk had submitted the monthly report to S		
	96.5 Councillor M Moss, Wildlife Warden. Nothing to report.		
	<b>96.6 Communications Committee.</b> No formal Councillor Hall advised that with regard to the V to progress this being administered by the Paris A letter of thanks to be sent to the Webmaster for the Vebmaster for	Vebsite, a meeting with the Webmaster had been held sh Council.	Clerk

The Clerk to give an update to the resident who had enquired the position.

Councillor Hall informed that it had been felt expedient to invite other companies to provide a quotation for the mail shot to all residents, given his connection with ORS and it was noted that five companies had been invited to quote to establish a village email network.

The deadline date for quotations to be received is 31/12/19.

The Terms of Reference for this Committee allows expenses up to £500 to be incurred. Should the quotes exceed £500 agreement from full Council will be required to proceed.

When the Clerk receives the quotations, these to be forwarded to Councillors Holder and Lawson to review for a decision to be taken before next Parish Council Meeting assuming it is under £500 in principle appoint a company and liaise for a report to give at next Parish Council meeting including draft of letter and response form.

Clerk

Clerk

## 96.7 Climate Emergency Declaration. Councillor Moss.

A document 'How to become Carbon Neutral' had been circulated to Councillors for information and further attention.

Following agreement at the November Parish Council meeting to sign a Climate Emergency Declaration, Councillor Moss had circulated an email informing residents and had also notified the North Devon Biosphere Reserve that he is the Reporter on behalf of Ashford Parish Council.

The Clerk to notify the Devon Climate Team.

Clerk

When the Clerk advises the successful grass contractor of the appointment for the next 4 years, a note to be included that when this is reviewed in 2024, the Parish Council will favour those contractors who are following a carbon neutral stance with their machinery.

Clerk

The call for evidence by the Net Zero Carbon Task Force is open until the middle of January. The information would be fed into the emerging carbon plan for Devon expected in the first half a next year.

It was noted that the Clerk had sent the current Emergency Plan to Mr M Rich of Communities Together.

## 96.8 Councillor Hughes:

Report on site meeting with Highway Officers

The gully sucker arrived in the village unannounced and not all the drains were cleared. On speaking to the driver, he advised that the crew were under instructions and only those drains that were on the list had been attended to.

A site meeting had been held with DCC officers (Steve Short and Denice Daniel) when this item was discussed. They do not have direct control of the programme and arrangements are being made for the gully sucker to return and clear other drains.

During the site meeting, two particular drains were discussed, specifically the drain at Meadowside which was blocked and breaking up. It was intended for the work on this drain to be done under a capital works programme.

Also drainpipe through hedge in Strand Lane was already earmarked for repair in the next financial year.

Meadowside land.

This requires a stopping up order as it is designated part of the highway, which is a lengthy and expensive process.

It was acknowledged that the Parish Council had maintained the land for a great many years and it is the intention to plant trees and flowers on it to compliment the Climate Emergency Declaration which has recently been signed. The Clerk to advise the owners and DCC.

Clerk

Councillor Moss suggested nectar bearing shrubs and berries with trees would be low maintenance.

- ♦ Speeding car through the village, in collision with horse on the Ashford to Heanton top road. Noted.
  - Carpet cleaning scam. This was widely known.

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	<b>96.9 Councillor Moss</b> suggested as a result of an article in North Devon Council Weekly Information Sheet that the Parish Council investigate the possibility of following up obtaining free landmark trees (maximum of two). A suitable site would need to be found and the preferred area was the Village Green near the telephone box. Councillors were in agreement for Councillor Moss to register the Parish Council's interest for one tree.	ММ
97.	Matters Arising: 97.1 School Transport for children living in Ashford. It was noted that a letter of representation to DCC was drafted by Councillor Hughes and forwarded by the Clerk to DCC and a reply received where the stance of DCC had not changed.	
	<b>97.2 Three emails of representation read at the last meeting.</b> It was noted that these had been responded to.	
	97.3 Land at Meadowside proposed for a wildflower area. It was noted that co-ordinates had been sent to County Councillor Mrs Chugg which she has followed up and a reply received that DCC would not just give up land which is highway maintained at public expense. It would need to go through a Stopping Up Order which is legal, lengthy and costly process. If the project is in connection with Life on the Verge ecology project, it would need to be directed to another officer.  Information on the initiative and what DCC are asking communities to do can be found on the DCC website — https://www.devon.gov.uk/environment/wildlife/managing-verges-for-wildlife	
	<b>97.4 Ashford Welcome Leaflet.</b> Councillor Mrs Bosley to confirm that she had updated the document.	
	<b>97.5 North Devon Council Community Governance Review.</b> It was noted that the Clerk had conveyed the feeling of Councillors to North Devon Council for the present arrangements to stay the same.	
	<b>97.5 Tree Planting / Free Trees.</b> It was noted that Councillor Mrs Sampson had advised the type of trees required which the Clerk will order on 6/1/20 when the Woodland Trust are accepting orders again.	Clerk
	97.6 Grit Bin at Strand Lane. A reply from the Neighbourhood Highways Technician was noted which advised that the preferred location was not permissible.  Councillor Hughes to liaise with the Neighbourhood Highways Technician and agree a suitable site.	PH to email DD
98.	Planning & Planning Correspondence.  98.1 Planning Applications. There were no Planning Applications to consider.	
	<b>98.2 Planning Correspondence.</b> The following North Devon Council Decision Notice was noted: <b>APPROVAL</b> for Application 70589 – alterations and extension to dwelling – Solway, Ashfield Lane, Ashford.	
	98.3 Visit of Mr M Tichford, Head of Place, North Devon Council. No reply had yet been received in connection with items raised at the October meeting.	Clerk to send emails to
	98.4 Reporting of alleged unauthorized planning issues to the Enforcement Department. The Clerk advised that in future, when reports of alleged unauthorized planning issues are advised to the Parish Council, precise details will be required as it is no longer acceptable for an email to be sent giving scant details.  It had been necessary for the Clerk to register with North Devon Council in order to gain access to the	AD for following up
00	relevant form to be completed which requires the actual location of the property, the name of the householder and full details of the alleged breach.	
99.	Finance. 99.1 Balances. NatWest Current Account as at 20 November 2019: £8,337.96	

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	Page 4 of 5 DRAFT Minutes of Ashford Parish Council Meeting held on 19.12.19  Budgetary figures up to the end of November 2019 were circulated to Councillors.	Clerk
	99.2 The following payments were approved and authorised:  Mrs S Squire December Salary (Councillors were given the details) Redacted under DPA	Ch.No. 103
	HMRC December PAYE £40.40	Ch.No. 107
	North Devon Council Recharge for Parish Election on 2 May 2019 £607.05	Ch.No. 108
	<b>99.3 Grass Cutting Contract.</b> It was noted that the successful and unsuccessful contractors had been advised.	
	<b>99.4 Lengthsman Type Duties.</b> It was noted that the successful and unsuccessful contractors had been advised.	
	<b>99.5 2020/21 Budget Precept.</b> It was noted that the paperwork had been completed and submitted to North Devon Council.	
	<b>99.6 Amendment of Bank Mandate to include additional cheque signatories.</b> The Clerk is waiting for a paper copy of the Mandate to be received from the Business Banking Department.	
100.	<b>Correspondence.</b> Notices and publications received were put on the table to see, read and go in the circulation bag.	
	100.1 DCC. Grass cutting 2020/21 Agreement paperwork received. The allocation towards the cost	
	will be £121.  Proposed by Councillor Mrs Bosley that the Clerk completes and returns the paperwork.  Seconded by Councillor Lawson. Unanimously agreed.	Clerk
	100.2 BT. Proposal to remove the public telephone kiosk at Strand Lane due to little use. The number of calls in the last 12 months total 8.  Councillor Holder proposed that the Parish Council adopt the kiosk from BT Payphones for £1, similar to the one in Adder Lane, specifically for a Tarka Trail Information Point.  Seconded by Councillor Mrs Bosley. Unanimously agreed.	Clerk
	100.3 DCC Highways. Road closure.	January Agenda
101.	Matters raised by Councillors / Clerk.  101.1 Councillor Mrs Bosley. To consider the suggestion of approaching Pilton PCC regarding a joint Cemetery as it is understood that Pilton Churchyard is, like Ashford's, almost full.	PH
	Councillors were in agreement for Councillors Hughes and Mrs Bosley to meet with churchwardens and vicar to discuss the proposal.	
102.	Matters raised by the Chairman. None.	
103.	Items for the next Agenda. Dog fouling.	
104.	Date of next Meeting: Thursday, 16 January 2020 in the Church Hall at 7.30pm.	
	The meeting ended at 8.34pm.	
	District Councillor Mrs Davis gave her apologies in advance.	
Sumn	nary of Decisions:	

- Payments
- Completion and signature of DCC Grass Cutting Contribution for 2020/21
   Adoption of the Strand Lane telephone box for it to be used as a Tarka Trail **Information Point**

These Minutes are agreed by those present as being a true record.

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Signed: Date:
Chair of Ashford Parish Council: