

Minutes of Ashford Parish Council Meeting held on Thursday, 20 February 2020 in the Church Hall at 7.30pm.

Chaired 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 4 Members of the public	Agenda: - Items raised by members of the public Apologies Declarations of Interest Approval of the Minutes of 16 & 23 January 2020 Reports Matters arising Planning & Planning correspondence Finance Correspondence Matters raised by Councillors / Clerk Urgent matters raised by the Chairman Items for the next Agenda Date of next meeting	
		Action:
122.	Items raised by members of the public. 122.2 Ashford Inn Cottage. It had been noticed there was a new entrance built, considered dangerous, with vehicles parked giving the impression a new business was starting. There was no evidence that a Planning Application had been submitted to run a business. The ownership of Ashford Inn Fruit Farm had been clarified. 122.2 Whole Life Farm. It appeared that the site was occupied by permanent residents and there was concern that no Planning Application had been submitted. Councillor Holder advised that the owner had been visited by the Enforcement Officer. 122.3 Overgrown hedges in Strand Lane. A reply from DCC Highways following previous representations advised that after the area being checked, the hedges were within the limits. Councillor Moss had since seen information from Highways stating that hedges should not overgrow the Highway. This item was on the Agenda to discuss later in the meeting. 122.4 Ashfield House. There appeared to be a number of vehicles and caravans at the site and the situation was questioned. 122.5 Trees had been felled at Tarka Holiday Park. There was concern the land was being cleared to site more caravans. This was further discussed under Minute No. 130.1. 122.6 Heart Start Course. The Parish Council had been requested to consider a Heart Start 2 hour course free of charge with the Parish Council covering expenses. Councillor Hughes had spoken to the person who had requested it.	Minute No. 131.1 refers Minute No. 131.3 refers Minute No. 126.12 refers Minute No. 131.4 refers
123.	Apologies. County Councillor Mrs C Chugg, District Councillor Mrs A Davis.	
124.	Declarations of Interest. 124.1 Councillor Moss. Prejudicial Interest in the item relating to Yelland Power Station on the basis that he had personally submitted an objection to the Planning Application. 124.2 Councillor Lawson. Prejudicial Interest if Fair Oak Farm is discussed. 124.3 Councillor Mrs Sampson. Prejudicial interest if Fair Oak Farm is discussed. 124.4 Councillor Hughes. Prejudicial Interest if Fair Oak Farm is discussed. 124.5 Councillor Hall. Personal Interest in matters relating to: <ul style="list-style-type: none"> • CPRE as a Board Member and Personal Interest in matters relating to ORS and ORS Genesis as the founder. • As a Board Member of Devon Communities Together 	
125.	Approval of the Minutes of the Meetings held on 16 January 2020 and the Extraordinary Parish	

	<p>Council Meeting on 23 January 2020. Approved and signed as a correct record.</p>	
126.	<p>Reports:</p> <p>126.1 Police. The February 2020 Newsletter has been circulated.</p> <p>126.2 County Councillor Mrs C Chugg. Apologies given.</p> <p>126.3 District Councillor Mrs A Davis. The following Report had been received:</p> <ol style="list-style-type: none"> 1. The Museum is looking for memories and stories about local high streets. Just call into the Community Gallery Monday-Saturday 10-4pm. 2. Annual Link Rad litter pick commences on Monday. Takes around six weeks. 3. Great British Spring Clean 20th March-13th April. Anyone can sign up at www.keepbritaintidy.org <p>To borrow equipment from NDC contact Adrian.brookman@northdevon.gov.uk 01271 374776 To report fly tipping or littering: www.northdevon.gov.uk/environment or call 01271 388870</p> <p>126.4 Councillor V Lawson. Defibrillator Check. In order.</p> <p>The Clerk had submitted the monthly report to South Western Ambulance Service.</p> <p>126.5 Councillor M Moss, Wildlife Warden. It was noted that Wildlife Newsletter No. 3 had been circulated.</p> <p>126.6 Communications Committee. It was noted that the Terms of Reference have been updated reflecting that the email network will be up and running by 31 March 2020.</p> <p>The email from a resident which was read at the meeting was intended to be confidential. Councillor Hall advised the email had been passed to the Communications Committee and he read it in full at the meeting in the interests of transparency.</p> <p>A resident had requested that their letter was read out in full at the Committee Meeting but this had not been done due to its length. It would take 8 minutes to read it and would create a precedent bearing in mind the 3 minute rule. The main sections and claims of the letter were shared to the extent that it did receive a full hearing in public. The parishioner who sent it was not present at this meeting for an explanation to be given Councillor Hall reminded the meeting that Standing Orders had been altered in relation to communications received.</p> <p><i>Standing Orders were suspended to allow a member of the public to read the following Statement.</i></p> <p>Sarah Bleach and Sandra Knight, current editors of the Ashford Update, wish it to be known and accurately minuted, that whilst we do support Ashford Parish Council having its own communications system, as we stated at the APC meeting on 13 June 2019, our support was based on an assumption that the system would be set up and run by the Parish Council.</p> <p>We are very concerned about the perceived conflict of interest with regards the involvement, in particular on an ongoing basis, of an external company with direct links to an Ashford parish councillor, who is also chair of the APC Communications Committee.</p> <p>We welcome the decision of the Council to request advice from the relevant professional bodies regarding this situation, and look forward to hearing the outcome. We ask that APC Councillors refrain from quoting us on our support until this issue had been clarified. Thank you.</p> <p><i>Standing Orders were reinstated.</i></p> <p>Councillor Moss proposed that the NALC (National Association of Local Councils) were asked an agreed question to obtain an answer to the question asked: The Parish Council may choose to engage the services of a company owned by one of the Parish Councillors and does this constitute a conflict of interest?</p> <p>Seconded by Councillor Holder. Agreed. Councillor Hughes to draft the letter for the Clerk to send.</p>	<p>March Agenda</p> <p>PH / Clerk</p>

In view of the suggestion subsequently agreed to refer the whole matter to the NALC, it was felt inappropriate to answer questions raised at this time.

Councillor Hall advised that the contract would be with a corporate legal entity to host the domain name 'apcnd.uk'. and would set up email addresses and the flow between it.

The Parish Council requires a server with good security to accept emails to the domain name.

He would not be involved but if the Parish Council wishes to refuse the offer it would not cause any problems.

To receive a report on the progress of ORS in establishing names for the email network.

- 52 email addresses had been supplied on the first invitation
- A second mailing would be sent after a reply from the NALC had been received
- A third mailing would be sent to non responders. Councillor Mrs Bosley felt a third reminder was not necessary and was advised it was standard good professional practice to do this.

The Neighbourhood Watch co-ordinator was keen to have a link between his network and Ashford Parish Council and it was known that other village organisations were willing to publicise Ashford Parish Council's network.

For those not online, it was suggested that a neighbour pass the information to them.

Councillor Lawson gave an update on the progress of the website.

New pages had been created and he encouraged people to send him items for inclusion.

126.7 Environmental Issues:

126.7.1 Land at Meadowside proposed for a wildflower area. It was noted that the document agreed at the January meeting had been submitted to Nature (DCC) and it was hoped Highways would be in agreement.

126.7.2 Landmark tree application for Ashford Parish Council. Councillor Moss advised that the Parish Council's application had been withdrawn due to the proposed site on the village green not being suitable. It would be reviewed next year and meanwhile, other opportunities would be explored.

126.8 P3 Parish Paths Partnership. Mrs Squire, Parish Clerk advised that the Head of DCC Public Rights of Way had made a home visit.

The P3 Surveys were due to be returned imminently as is the expenditure form.

Councillor Lawson had not surveyed the footpaths and submitted the survey forms as it had been too wet.

126.9 Clerk's Training for the CiLCA (Certificate in Local Council Administration) Qualification.

Councillors noted a written Report which had been circulated.

126.10 Councillor Hall spoke about his appointment to the Devon Communities Together (DCT) Committee.

It is not a commercial organization and administers Neighbourhood Plans and Parish Plan grants.

He was also on the board of Catylist, a commercial arm.

If there was a conflict of interest, the priority would be Ashford Parish Council over DCT.

126.11 Councillor Moss. Report on the highlight items from the Taw and Torridge Estuary Forum Annual General Meeting held on 20/1/20.

- Annual subscription to remain at £20
- Bank balance stood at £4,640. There were low outgoings and members were planning to purchase signage for estuary footpaths and plant trees
- Some wrecks in the Torridge estuary were occupied where there was concern over waste and effluent disposal. There was no clear cut position who is responsible for policing
- The Instow to Appledore ferry carried 26,242 people last year. In the 8 years of running the service £107,000 has been taken
- Horsey Island is now owned by the Devon Wildlife Trust and they are advertising for a

	<p>Warden. Any work done will be under the banner of the Caen Wetlands Project</p> <ul style="list-style-type: none"> • Yelland Power Station. An amended Planning Application had been submitted which did not include an hotel and the number of houses had been reduced from 280 to 250. Previous representations would be considered. <p>126.12 Councillor Moss. Speeding on Strand Lane. Councillor Moss proposed that the Parish Council has power to introduce signs warning of the existence of danger. Seconded by Councillor Holder. Unanimously agreed. Councillor Hughes to speak to landowners whose hedges are overgrowing Strand Lane.</p> <p>The issue of speed in Strand Lane was discussed and is to be an item on the March Agenda.</p>	<p>MM / Clerk</p> <p>March Agenda</p>
127.	<p>Matters Arising:</p> <p>127.1 Representations from a resident regarding dog bin and tree planting. It was noted that a reply had been sent addressing the questions raised.</p> <p>127.2 Grit Bin in Strand Lane. It was noted that this had been ordered and a Locality Grant application made to County Councillor Mrs Chugg to cover the cost.</p> <p>127.3 Telephone kiosk at Strand Lane. The Clerk is in email correspondence with BT Payphones. A consultation is currently in progress and the Parish Council will be contacted when this has come to an end.</p> <p>127.4 Invitation to nominate a past Chairman to go into the draw to attend a Buckingham Palace Garden Party. It was noted that Councillor Holder's name was submitted but not picked out of the hat.</p> <p>127.5 Nomination to sit on the County Committee of the Devon Association of Local Councils. Councillor Hall did not progress this.</p> <p>127.6 Date of June 2020 Meeting. It was noted that the Hall booking had been amended and the meeting date on the website amended.</p> <p>127.7 Signs and overhanging branches on the Link Road. It was noted that representations had been made regarding the dirty signs which cause difficulty, in some cases, to read the writing and alerting DCC to the fact that overhanging branches cause users of two wheeled transport to go out into the path of traffic. Highways had replied advising no action would be taken as part of DCC's Tough Choices. Councillor Moss advised there was a sign near Strand Lane junction with a faulty red light. He would investigate and report at the March meeting</p> <p>127.8 Street Lights. Following a street light on the verge of the A361 near the Strand Lane junction falling down due to corrosion, an enquiry had been made as to whether others of the same type should be inspected for the same fault.</p> <p>127.9 Free Trees from the Woodland Trust. The application had not been successful due to the fact that the trees were due to be planted on private land with no community engagement or involvement in the planting or upkeep of the trees, which needs to be seen if planting on private land. Councillor Mrs Sampson had been advised of the decision.</p>	<p>MM</p>
128.	<p>Planning & Planning Correspondence.</p> <p>128.1 Planning Applications. There were no Planning Applications to consider.</p> <p>128.2 Planning Correspondence. Application 70908 – Reserved matters application for demolition of existing maintenance & repair workshop & erection of 4 open market & 2 affordable dwellings (outline planning permission 63290) at Fair Oak Farm, Braunton Road, Barnstaple. It was noted that the Planning Officer had acknowledged there is additional paperwork to be received and the Parish Council will be contacted again when appropriate.</p> <p>128.3 Visit of Mr M Tichford, Head of Place, North Devon Council. It was noted that a letter of</p>	

	complaint had been sent to North Devon Council Monitoring Officer.										
129.	<p>Finance.</p> <p>129.1 Balances. NatWest Current Account as at 20 January 2020: £7,375.19</p> <p>Budgetary figures up to the end of January 2020 had been emailed to Councillors.</p> <p>129.2 The following payments were approved and authorised:</p> <table> <tr> <td>Mrs S Squire</td> <td>February Salary (Councillors were given the details)</td> <td>Redacted under DPA</td> </tr> <tr> <td>HMRC</td> <td>February PAYE</td> <td>£40.40</td> </tr> <tr> <td>Georgeham Parish Council.</td> <td>Share of contribution towards Clerk's CiLCA training</td> <td>£20.00</td> </tr> </table> <p>129.3 Parish Precept. It was noted that the second form required to be completed had been submitted to North Devon Council.</p> <p>129.6 Amendment of Bank Mandate to include additional cheque signatories. A further reminder had been sent requesting the relevant form.</p> <p>129.7 Online banking on a view only basis for ease of administering the account. The Clerk sought Councillors permission to progress this which was agreed.</p>	Mrs S Squire	February Salary (Councillors were given the details)	Redacted under DPA	HMRC	February PAYE	£40.40	Georgeham Parish Council.	Share of contribution towards Clerk's CiLCA training	£20.00	<p>Clerk</p> <p>Ch.No. 111</p> <p>Ch.No. 112</p> <p>Ch.No. 113</p>
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HMRC	February PAYE	£40.40									
Georgeham Parish Council.	Share of contribution towards Clerk's CiLCA training	£20.00									
130.	<p>Correspondence.</p> <p>9.1 North Devon Council. Details of Climate Action Week Planning. Circulated to Councillors. <i>Noted.</i></p>										
10.	<p>Matters raised by Councillors / Clerk.</p> <p>130.1 Councilor Mrs Bosley. Trees felled at Tarka Holiday Park. This would not be followed up but Council would continue to monitor use of that piece of site.</p> <p>130.2 Councillor Hall. To consider whether Ashford Parish Council should send a letter of representation to North Devon Council Planning Department regarding the old power station site at Yelland. The Parish Council was not a statutory consultee.</p> <p>Councillor Moss declared a Prejudicial Interest, left the room and did not take part in the discussion, decision or voting thereon.</p> <p>Councillor Hall declared a Personal Interest as a Board Member of CPRE. Councillor Hall gave details of the Application. Councillor Hall proposed that Ashford Parish Council make representations of objection. There was no seconder and the proposal fell as Councillors were not minded to support the proposal.</p> <p>130.3 Diary note for February 2020. The Clerk had a note to follow up correspondence in September 2019 with North Devon Council Housing Enabling Officer. This had been covered in S106 conversations.</p>										
131.	<p>Matters raised by the Chairman.</p> <p>131.1 Ashford Inn Cottage. Motorhomes on the site, possibly for sale.</p> <p>131.2 Ashford Inn Fruit Farm. It would appear the site was occupied.</p> <p>131.3 Whole Life Farm. Possibility that the site is occupied.</p> <p>131.4 Ashfield House. Alleged commercial activities, multiple occupancy, caravans.</p> <p>134.5 Mike Baker, Grass Contractor – had carried out lengthsman type work in the village.</p> <p>134.6 Landowner spoken to about mud and water issuing from field in Strand Lane. The person who rents it cannot improve the situation at present.</p>	<p>Clerk to advise Enforcement on 1st four items</p>									
132.	Items for the next Agenda. Those identified from these Minutes.										

133.	Date of next Meeting: Thursday, 19 March 2020 in the Church Hall at 7.30pm. The meeting ended at 9.35pm.	
Summary of Decisions: <ul style="list-style-type: none">➤ Minutes of 16 and 23 January 2020➤ NALC to be asked for advice regarding the Communications Committee Interests of Councillor Hall➤ Request DCC Highways for permission to erect warning signs in Strand Lane➤ Payments		
These Minutes are agreed by those present as being a true record.		
Signed: Chair of Ashford Parish Council.	Date:	