

## **HATHERLEIGH TOWN COUNCIL**

### **Minutes of the meeting held Tuesday 12th June 2018 7pm in the Community Centre**

**Present:** Cllr.Tyson in the chair, Cllrs.Laycock, Gladstone, Madders, Kimber, Newman, Laing-Trengove  
Trenaman, Back. Dist.Cllr.Kimber, the clerk. 5 members of the public

**Apologies:** Cllr.Bailey

**Dec.of interest** Cllr.Tyson declared that she is an employee of WDBC

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#### **PUBLIC SESSION**

- a) Mrs.Flowers: planning application for Biddicombe Park Road  
b) Mrs.J.Pullin "Life on the Verge" project
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#### **APPROVAL OF MINUTES**

48. The minutes of the Annual Parish Meeting held 8th May 2018, having been duly circulated were signed by the Chairman as being a true and correct record. Proposed Cllr.Gladstone seconded Cllr.Laycock. All agreed.

49. The minutes of the Annual general meeting held 8th May 2018, having been duly circulated were signed by the chairman as being a true and correct record. Proposed Cllr.Trenaman seconded Cllr.Back. All agreed.

#### **MATTERS ARISING FROM MINUTES OF ANNUAL PARISH MEETING**

50. There were no matters arising

#### **MATTERS ARISING FROM MINUTES OF ANNUAL GENERAL MEETING**

51. Devon Air Ambulance (min.7 refers) Cllr. Back reported as follows:-

- a) DAA contractors to install night landing light at a cost of £3,000 labour and £2,900 materials (may vary if additional fencing is required)  
b) DAA will cover the labour costs  
c) Mr.A.Lane suggested as contact as an agent to submit planning application on behalf of the Town Council.

It was resolved that Town Council be responsible for material costs and that Mr.A.Lane be asked to submit planning application on our behalf - costs to be met by Town Council. All agreed.

52. Cllr.Tyson reported as follows on fund raising for Devon Air Ambulance organised by Caroline Munn:-

- a) coffee morning in Old Schools on Sat. 30th June  
b) moneys handed over £500 - made up of single donation of £100 and fund raising events/smaller donations of £400.

53. Cheque signatory forms/council documents (min.11 refers) Clerk confirmed that none of the cheques signed by various new signatories had been returned. Cllr.Madders had lodged the documents with Messrs Peter Peter & Sons Holsworthy - receipt held on minutes file. However due to a misunderstanding no copies had been retained.

54. Litter pick up (min.13 refers) Cllr.Laycock confirmed to meet at school at 1.15pm on Friday 15th June.

55. Bench Ruby Trail (min.14 refers) Cllr.Laing-Trengove confirmed that concrete pad had been installed by first bridge ready for bench installation. Cllr.Gladstone to source bench details/prices for next meeting. Cllr.Tyson confirmed that WDBC would empty dog poo/litter bins that are in situ up to 25metres from a highway. Clerk to source bin details/prices for next meeting.
56. New street lamps/hanging baskets (min.15 refers) Cllr.Laing-Trengove reported that Mr.Cole already used water retention linings in the hanging baskets. 18 baskets had been installed - some had been relocated. Cllr.Newman to check which baskets were not being watered.
57. Island Park zip wire (min.18 refers) Cllr.Tyson reported that Mr.Farley did not have the necessary insurance cover to carry out repairs. Resolved that Clerk contact Elizabeth Rose (play inspector) for any contacts for repairers.
58. Church Lane overhanging bush (min.20 refers) ongoing matter.
59. New litter bin Oakfield Road (min.21 refers) Cllr.Bailey had not purchased a new litter bin.
60. Littlewood Farm (min.28 refers) WDBC was looking into a planning complaint - ref. no 017451.
61. Toilet keys (min.35 refers) Cllr.Laing-Trengove reported that the garage have complied with our request to use the toilet key for their staff only.
62. Railings Post Office/Salar Gallery (min.36 refers) DCC had confirmed that the Town Council could paint the railings (using similar colour) Councillors to obtain quotes from various sources "to strip down and repaint railings".
63. New graveyard signs (min.38 refers) Cllr.Laing-Trengove to purchase replacement signs.
- 64 Yellow lines (min.39 refers) Cllr.Tyson reported:-
- yellow lines not done by Care Village - still on DCC works list
  - Loading bay opposite the post office - not large enough
  - Park Road - Cllr.Tyson and Laing-Trengove would meet on site to ascertain whether yellow lines should be placed on both sides of the road.
65. Millennium Corner (min.39b refers) Cllr.Laing-Trengove reported that for Mr.Cole to remove the bushes and gravel the area cost would be approx £40.00. Resolved that Mr.Cole carry out this work.
66. Cobb Horse School project (min.40 refers) all agreed that this had been an excellent project. Resolved that letter of thanks to all those involved be put in the Parish Pump and that Mr.Cole purchase new chippings for the area.
67. Data Protection (min.41 refers) Clerk handed to each councillor the SLCC General Data Protection Regulations (Service) consent to hold contact information - for completion and return the next meeting.

### **PLANNING MATTERS**

68. Applications to consider:-

a) Mr.R.Barkwell

Bank House Bridge St.

New detached garage

*Council supported the application*

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|------------------|------------------------|--|
| b) Mr.D.Cobby    | 2 Pound Meadow         | new vehicular access<br><i>Council supported the application</i>   |
| c) Mrs.D.Walthan | Elm Cottage 1 Red Lane | replacement roof<br><i>Council supported the application</i>   |
| d) Mr.P.Flowers  | Biddicombe Park Road   | 2 dwellings<br><i>Council supported the application and made additional comments</i><br><i>a) would like to see a condition should the matter be approved as follows "with regard to the removal of the stretch of an historic hedge there should be an archeological watching brief in place</i><br><i>b) please confirm to the council that the term "infill" is relevant to this application</i><br><i>c) should the application be approved will adequate access to the field behind the application site be left. Please confirm.</i> |

69. Permissions granted      None advised

70. Refusals                      None advised

71 Any other planning matters   None

72. Working group report Hatherleigh Market - Cllr.Tyson reported as follows:-

- planning application had been submitted and was awaiting validation. Resolved that a separate meeting be held to consider this application when received by the Town Council
- Table tops purchased by the council were in some instances being used as seats. Any accidents resulting from this misuse would need to be covered by Ruby Country public liability insurance.
- Complaint received on website concerning treatment of one stall holder Cllr.Tyson had previously spoken to those concerned about the same issue. Details to be forwarded to all councillors.

### **FINANCIAL MATTERS**

73. Clerk presented the following accounts for payment:-

a) Mrs.Rewse	toilet cleaning 10.5 - 12.6.2018	£ 266.22
b) Mrs.R.Lock	wages	£ 154.60
c) Mrs.R.Lock	expenses	£ 49.60
d) WDBC	30% contribution to toilet running costs	£1365.24
e) Ms.C.Tyson	mayors expenses	£ 93.90
f) Ms.C.Tyson	gift reimbursement costs	£ 21.43
g) Hatherleigh comm.centre	hire	£ 16.40
h) Pynto Ltd.	domain name renewal (2 years)	£ 43.18
i) Parish Pump	page space costs to Dec.2018	£ 72.00
j) N.Moorcroft	Island Park 25 weeks 4hrs per week @ £7.83	£ 783.00
k) HMRC	clerks tax	£ 106.40
l) Connect Bude	membership fee	£ 20.00
m) A.Gilbert	18 lamp brackets	£ 355.50

Proposed Cllr.Laing-Trengove seconded Cllr.Laycock that the above accounts be paid. Cllrs.Gladstone and Kimber signed the cheques.

74. Moneys received:	a)DCC locality budget grant (table tops)	£ 500.00
	b)Mrs.C.Munn for DAA (covered under min.52)	£ 500.00

75. Any other financial matters:-

- a) BHIB Insurace - mayors regalia now covered for £3,266 (declared value of £2,722) no extra premium payable
- b) VAT reclaim 17/18 - Clerk had not been able to ascertain vat registration number for Protective Coatings ltd. (Graffiti magic) despite over 50 telephone calls over a period of 2 weeks. VAT claim will therefore be £22.18 less than as shown in the cash book for year ending 31st March 2018.
- c) Clerks cheque signatory - Clerk read and signed an agreement regarding her not signing any cheques - only being on the signatory list to enable her to talk on account matters with the bank. Copy to be held on minutes file and copy sent to Cllr.Tyson.
- d) Grant requests:-
- Festival: Resolved to award grant of £100.00
  - Hatherleigh FC Resolved to award grant of £500 towards new changing rooms

### **DISTRICT COUNCILLOR'S REPORT**

76. Cllr.Kimber had nothing to report

### **HATHERLEIGH CAR PARK**

77 Clerk had replied to WDBC agreeing to the Town Council paying to WDBC an annual sum for a period of 2 years to cover the cost of lost revenue by them from car park charges. This sum to be based on previous years figures and reviewed when WDBC review charges at other WDBC car parks. Clerk also asked for upto date figures but as yet none received. Resolved that Dist.Cllr.Kimber speak to WDBC.

### **STREET CLEANING**

78. Cllr.Tyson reported that WDBC would remove weeds as part of the street cleaning process. All requests should be made on WDBC website through the clerk. Resolved that Clerk submit request for street cleaning of Bridge St., Market St. High St. The Square, and Square steps.

### **TRAFFIC/MAINTENANCE ISSUES**

79. Complaints received concerning dog fouling problems in High St. Resolved that the Town Council report in the Parish Pump asking "would all dog owners respect other peoples properties". Cllr.Tyson reported that fine of £80 if dog caught fouling, with maximum of £1,000 is owner refuses to pay fine and goes to court.

80. Cllr.Laycock reported that the dead tree in the carpark had been cut down.

81. Cllr.Tyson reported:-

- Island Park climbing frame - replacement bark required. Cllr.Gladstone to follow up and order
- Play Inspector courses - Clerk to ascertain what courses were available to enable other councillors to be fully trained
- Drains - area of Vicks Meadow had been flooded. Mr.Farley had checked the drains, but properties built on a flood plain . Drain by Oslo House - remedial work undertaken. Buddle Lane/High St. junction drain seriously compacted with silt which would have to be dug out by hand before a vehicle could suck out the drain. This would likely involve a road closure. Mr.Farley would attend to lowest drain and do what he can by hand.

### **RELOCATION/COLLECTION OF "WELCOME TO HATHERLEIGH" SIGN**

82. To be further discussed at next meeting

**TWINNING**

84. Cllrs.Laycock and Gladstone were interested in reforming the Twinning Group. Advised to contact Mr. Mrs.Bottoms who were heavily involved in the twinning. It was not a Town Council matter.

**MEETINGS ATTENDED BY COUNCILLORS**

85. Cllr.Laycock - Moor Management - discussed work of Mr.P.Edwards and that Moor Management would take over payment of those areas owned by moor management. Cllr.Trenaman to liase with Mr.Edwards and further ask if he would strim the path at the north end of Island Park.

86. Cllr.Kimber - Community Centre - had appointed a new trustee. It cost £58,000 per annum to run the centre.

**CORRESPONDENCE**

87. Hatherleigh/Shebbear medical centres - press release put on council website.

88. DCC Library services - press release to be put on council website.

89. N.Price - request for names of town councillors representing the town council on Moor Management Committee. Resolved that Clerk refer him to the published Annual General Meeting minutes.

90. Elizabeth Durrant - request to use the churchyard for a festival event. Cllr.Tyson to liaise with her over the matter.

91. Mrs.S.Vick - Xmas eve celebrations in square. Resolved that Cllr.Trenaman contact Mr.G Cleverdon to see if he would take the service (in light of the Church having no vicar at this present time).

**ITEMS OF INTEREST/FUTURE AGENDA ITEMS**

92. Cllr.Tyson - Oke Rail coffee morning Tuesday 26th June at Old Schools.

93. Cllr.Tyson - Incredible Edible Planting - gave verbal report on event held on 10th June.

94. Date of next meeting Tuesday 10th July 7pm.

There being no further business, the Chairman thanked those present for their attendance and closed the meeting at 9.40pm.

Signed.....chairman.....dated