

HATHERLEIGH TOWN COUNCIL
MINUTES OF THE ANNUAL GENERAL MEETING HELD
TUESDAY 10TH MAY 2016 7pm IN THE COMMUNITY CENTRE

Election of Chair/Mayor: Cllr.Tyson proposed Cllr. Laing-Trengove 2nd Cllr.Alford.
All in favour. CllrTyson signed her declaration of acceptance of office

Election of Vice Chair/ Deputy Mayor Cllr.Laycock proposed Cllr.Laing-Trengove 2nd Cllr.Gilbert.
All in favour

Present: Cllrs.Tyson, Gilbert, Laycock, Laing-Trengove, Alford, Trenaman, Gladstone (7.10pm)
The Clerk, Dist.Cllr, Kimber 3 members of the public.

4. Election of Councillors to following committee:-

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|--------------------------|-------------------------------------|
| a) Sportsfield | Cllr.Trenaman |
| b) Moor Management | Cllrs.Calkin, Laycock and Gladstone |
| c) P3 Scheme | Cllr.Laing-Trengove |
| d) Community Centre | Cllr.Gilbert |
| e) Northern Links | Cllr.Tyson |
| f) Ruby Run | Cllr.Laycock |
| g) Allotment Association | Cllr.Laing-Trengove |

proposed Cllr.Alford seconded Cllr.Laing-Trengove that the above be elected en-bloc. All agreed.

PUBLIC SESSION

a) Mrs.Louise Bater - spoke on the Carnival Committees ideas for 11th June 90th birthday celebrations for the Queen. Ideas included bring and share tea in the Square with Hatherleigh band. A duck race, and evening entertainment. Would the Town Council be willing to make a donation of any kind? Council agreed to make a donation which would be minuted under "financial matters" elsewhere in these minutes

b) Mr.R.Lapthorne - any progress made with the provision of seats by the cricket field. New quotes were still being obtained, and when available the Council would write to the Cricket Club asking them to fund one of the two proposed new seats.

MINUTES OF MEETING

5. The minutes of the meeting held 12th April 2016 having been duly circulated were approved as being a true and correct record with the following two amendments: (a) min.420 to read £550 (b) min.429 to read 4th June. Proposed Cllr.Laycock seconded Cllr.Gilbert. All agreed.

MATTERS ARISING THEREFROM

6. War Horse walk (min.404 refers) Cllr.Laing-Trengove would finalise the posters and display around Hatherleigh and Iddesleigh. Clerk reported that as of todays date, no notification had been received that the TAP fund for the signs had yet been released.

7. School Mosaic/time capsule (min.405 refers)

- a) Cllr.Gladstone handed over the following items to be placed in the new time capsule
- memory stick from Hatherleigh School

2

- Queens 90th birthday commemorative coin

- Copy of poem written by residents of Hatherleigh Care Village that was sent to the Queen
 - agreed that June copy of the Parish Pump be included
- b) Cllr.Gilbert was liaising with Mr.M.Wonnacott with regard to the slab work once the time capsule had been buried and he would liaise with Mrs.L.Bater on this matter.

8 Zip wire (min,406 refers) decking strips had now been fitted.

9. Toilets (min.408 refers) Cllr.Alford to let Cllr.Gilbert have required key to enable the time switch to be altered

10. Car Park/Parking public meeting (min.409 refers) Clerk reported replies from the following:

- WDBC Cathy Aubertin attending
- C.Cllr.J.McInnes attending
- School Governor and School patrol crossing officer attending
- MP Mel Stride could not attend but wishes to be informed of outcome of meeting
- No replies from Highways, Police or fire brigade.

With regard to Highways Dist.Cllr.Kimber reported that Highways would not send a representative to a meeting until they knew what our plans were. Council felt they should be at this first meeting to answer any questions of what would be possible to do. Resolved that Clerk write again to these partners. Dist.Cllr.Kimber to contact Cllr.McInnes on the matter again

Resolved that:-

- Cllr.Gilbert would print and display posters advertising the meeting
- Councillors to draw up a draft agenda which Clerk would produce for the meeting.

11. School fund raising event (min.414 refers) Clerk had booked two tickets for the fund raising dinner and Cllrs.Laycock and Gladstone would represent the Council

12. SSE Xmas lights invoices (min.421a refers) Cllr.Gilbert still awaiting reply from SSE

13. Team Cycle trials (min.424 refers) Cllr.Gibert reported on conversations with Mr.Robinson - arrangements appear to be undecided. Cllr.Gilbert to tie up loose ends with regard to public address system in the Square.

14. Traffic bollards (min.427 refers) despite further email sent to DCC Highways on 15th April - still no reply. Resolved that Clerk contact again and also inform Cllr.McInnes on the position.

15. Council vacancies (min.431 refers) Clerk had written letters of thanks to Miss Stevens and Mrs.Winser. Notice of vacancies can be published after the 11th May following notification from WDBC that no 10 electors have requested an election. Council can then co-opt to fill the vacancies.

16. Toilets carnival night (min.433 refers) Mr.Leahy had agreed to clean the toilets at cost of £50.00

17. Mayor's invitations (min.436 refers) Cllr.Tyson had attended the Torridge Cup Final on behalf of the Council and had enjoyed the evening.

PLANNING MATTERS

18. Applications to consider:-

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| a) Mr.Everitt | 10 Morris Close | tree works on side boundary - council supported the application but asked that should any work be carried out, such works to be sensitive to the trees age & size and would not endanger it |
|---------------|-----------------|---|

3

19. Permissions granted:

- | | | |
|-----------------------|-------------------|----------------------------|
| a) Mrs.Laing-Trengove | Arnolds Fishliegh | cou agric.barn to dwelling |
|-----------------------|-------------------|----------------------------|

20. Refusals advised None

21. Any other planning matters:-

a) For information only - notification of prior approval for Mr. Miller, Higher Upcott, cou agric. barn to dwelling

FINANCIAL MATTERS

22. The Clerk read the Governance statement section 1 of the Audit form for year ending 31st March 2016 which was agreed and signed by the Chair and Clerk.

23. Adoption of accounts - Clerk presented the annual accounts as previously circulated to all councillors. Internal Auditor had one amendment in respect of a written off cheque for £98.01 which resulted in a new bank reconciliation figure for the current account at Nat. West. Bank. New reconciliation statement circulated. Resolved that the accounts be adopted and the Chair and RFO signed Sec.2 the accounting statement of the audit form.

24. Clerk presented the following accounts for payment:-

a) Hatherleigh PTFA	2 dinner tickets	£ 59.00
b) Mrs. Leahy	toilet cleaning	£229.96
c) Mrs. R. Lock	wages	£154.60
d) Mrs. R. Lock	expenses	£ 47.48
e) HM Customs & Excise	clerks tax	£193.20
f) DALC	membership	£353.04
g) South Hams Dist. Co	clerks wages set up fee	£120.00
h) Dino Grip	zip wire strips	£396.00
i) Anon	insurance renewal	£1301.06**
j) Mrs. J. Gist	internal audit fee	£ 42.00

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

25. Moneys received:-

a) WDBC	toilet grant	£622.50
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26. Closure of Nat. West. Bank Hatherleigh - all councillors felt that this closure would have a massive knock-on effect for the whole of the town. Cllr. Laycock confirmed that a mobile bank would not be provided. Resolved that Cllr. Laycock write to Nat. West and MP Stride registering our disappointment.

27. Any other financial matters:-

a) ** Anon insurance renewal premium - Clerk had contacted Anon on our renewal premium figure as original paperwork had not included any listed regalia as on previous schedules we had listed the mayors chain of office and deputy mayor badge. Anon had now confirmed that these items had been once again included in the schedule and insured for £2772. If we agreed to stay with Anon for a 3 year contract our premium would be reduced to £1301.06 (from £1367.79) Resolved that we retain our insurance cover with Anon.

b) Clerk had completed the end of year vat returns and would submit to Customs & Excise

c) Following on from the public session concerning celebrations for the Queens 90th birthday that the carnival committee wished to organise, it was resolved that a grant of £200 be given.

SPORTSFIELD

28. Cllr. Tyson reported that the Sportsfield Committee were awaiting a reply from the charity commission on

the proposed plans.

ISLAND PARK

29. Cllr.Tyson reported that the new bin lids had now been fitted.

30. Cllr.Laycock reported that with regard to the zip wire the left hand tension needed adjusting. Cllr.Tyson to arrange.

31. Cllr.Gilbert - felt that much of the litter left at Island Park was done so after dark, and not left by children using the skatepark. He will ask to PCSO to check the area as to whom was using the area.

32. Cllr.Laing-Trengove:-

a) could the "scrubby area" be strimmed. Cllr.Tyson would contact L & M Cole

b) received complaint that the area had no play equipment for 3 - 7years old

c) the large signboard could be put to better use. Also Clerk's e.mail address is incorrect.

MAINTENANCE/TRAFFIC ISSUES

33. The following positions should be added to the "list of committee representatives"

- Web site manager Cllr.Alford
- Play Equipment inspectors Cllrs.Tyson, Laycock and Alford
- Destination Okehampton Cllr.Gladstone

34. WDBC/DCC - DCC highways were now cutting visibility splays 4 time a year ie April,June, July, Sept. Resolved that this situation would be monitored.

35. Cllr.Gilbert reported that L & M Cole would attend to the landscaping of the mosaic once all the slab work had been completed.

36. Sportsfield path - Councillors were not happy with the response from DCC Highways. Resolved that Cllr.Tyson contact again, and include Cllr.McInnes in the correspondence - reiterating how dangerous the situation is.

37. Resident had complained to the Clerk that he had not received a reply to an email that he sent to the website. However e.mails are not redirected to the Clerk. Resolved that Clerk obtain a specific e.mail address for Hatherleigh Town Council.

38. Hatherleigh sign on Holsworthy Road - this had still not been repaired. Cllr.Kimber to contact land owners again.

39. Parish Pump - it was resolved that the Town Council have a designated page in each months edition of the Pump at a cost of approx. £110 per annum.

CYCLE RACKS

40. Cllr.Gilbert yet to obtain quotes for fitting the racks. Agenda item again next month

DECORATION OF BUS SHELTERS

41. Resolved that before any decoration takes place, Cllr.Gilbert to get quotes for any repair needed at either of the shelters. Dist.Cllr.Kimber mentioned that staff at the Co-op may be undertaking "work in the community"

DISTRICT COUNCILLOR'S REPORT

42. Cllr.Kimber reported as follows:-

- a) decision on forming a local authority company to be taken within the next 2 months
- b) new planning document was being undertaken jointly by WDBC, Plymouth and South Hams

MEETINGS ATTENDED BY COUNCILLORS

43. Cllr.Gladstone - Destination Okehampton (now known as Okerail) reported as follows:-
- minutes of last meeting in reading file
 - Trying to obtain funding for a second carriage
 - 15th May open day - Cllr.Tyson would attend
 - Leaflets on "Sunday out by Train from Okehampton" distributed
 - Looking for support for a community bus to run from Hatherleigh to catch the train at Okehampton.
- Resolved that Clerk write letter of support to Mr.S.Wonnacott - Community Transport

44. Cllrs.Laing-Trengove and Trenaman - Moor management:-
- a) 2 requests for donations
 - b) general maintenance/cattle grazing discussed
 - c) copy of original constitution document to be lifted and made available for the public to see

CORRESPONDENCE

45. Barnstaple and Northam mayor making ceremonies invitations handed to Cllr.Tyson - who would reply direct.

ITEMS OF INTEREST/FUTURE AGENDA ITEMS

46. Clerk reported she had read that Barnstaple Post Office was relocating to W.H.Smith in the High Street
47. Cllr.Gilbert reported that he would collect the clock from the Post Office premises when it closed down - as this belonged to the town.
48. Cllr.Alford - mayors chain of office next agenda item
49. Date of next meeting Tuesday 14th June 2016

There being no further business, the chairman thanked those present for their attendance and closed the meeting at 9.30pm.

Signed.....chair.....dated

