

HIGH BICKINGTON PARISH COUNCIL

Clerk: Mrs Di Carter, 12 Church Meadow, High Bickington, UMBERLEIGH. Devon EX37 9DT
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Minutes of the Annual Parish Council Meeting Held on Wednesday 9 May 2018 at 8.45pm In the Community Centre, High Bickington

Present: Peter Worrall (Chairman), Steve Alford (Vice-Chairman), Adam Bunting, Stella Burrows, Charmaine Coxon, Steve Galliver, Jim Hutchings, Roger Keen

In attendance: 4 Members of the public
Mrs Di Carter – Clerk

1. Election of Chairman

Proposed by Steve Alford and seconded by Roger Keen, Peter Worrall was unanimously elected to continue as Chairman for the year 2018/2019.

2 Apologies for absence

Apologies were received from PFCSO Sandra Brown.

3 Declarations of Interest

(i) Stella Burrows declared a personal interest in agenda item 13 as a Director of the High Bickington Community Property Trust Ltd.

ii(ii) Jim Hutchings declared a personal interest in agenda item 18(d).

4. Election of Vice-Chairman

Proposed by Peter Worrall, seconded by Roger Keen, Steve Alford was unanimously elected as Vice-Chairman of the Parish Council for the year 2017/2018.

5. Election of Finance Committee

The Finance Committee comprises 3 Councillors as cheque signatories, to consider any urgent financial issues and make recommendations to the full Parish Council and, if required, to make decisions on those matters and report that decision to the full Parish Council. A fourth member is elected as a non-signatory member of the Committee.

Proposed by Steve Alford and seconded by Roger Keen, the Finance Committee was unanimously agreed as Peter Worrall, Stella Burrows, Jim Hutchings (cheque signatories) and Steve Galliver (non-signatory).

6. Appointment of Tree and Footpath Warden

Roger Keen said he was prepared to continue as the Tree and Footpath warden; this was unanimously agreed by Councillors.

7. Appointment of Highways representative

Jim Hutchings agreed to continue as the Parish Council Highways representative, but the Chairman said it is up to everyone to be vigilant and report any highways matters which need attention.

8. Council Representative to High Bickington Community Property Trust

The Chairman said the Parish Council does not currently have a representative on the Board of Directors and as the housing aspect has been completed he did not feel it necessary to appoint a representative. There are plans to build two more workshops, but no further building work is planned. The Community Centre requires a lot of day to day administration which is overseen by a Steering Committee. The Board meets at regular intervals and a Chairman is elected for each meeting. Following a discussion Councillors agreed that the Parish Council will not appoint a representative to the Board at present but will communicate any matters it wishes to discuss by letter. Stella Burrows said that there are Director vacancies at present and applications from anyone interested in joining the Board would be welcomed.

9. Confirmation of Clerk's Salary

The Chairman reported an annual increase to the Clerk's salary as follows:

SCP 20	=	£10.301 per hour	
26 hours per month	=	312 per year	£3213.91
Holiday @ 5.6 weeks per year x 6 hours	=	34 hours	£350.23
Salary per year			£3564.14
= per month			£297.01

Plus:

£10 per month payable for computer maintenance.

£850 per month telephone expenses – agreed 10 December 2016 – minute 10(b)

The current salary is £291.18 per month.

Councillors agreed that this increase be awarded from 1 April 2018.

10 Minutes of the Parish Council Meeting held on 11 April 2018

The Minutes of the meeting held on 11 April 2018 were agreed and adopted by Councillors. The Chairman signed the minutes.

11 Matters arising from the meeting held on 11 April 2018

- (a) Data Protection Bill 2018 – The Chairman said work is underway to ensure the Parish Council complies with the requirements of the Bill by 25 May 2018. A considerable amount of information is available and elements of the Bill which affect the Council will be extracted. Charmaine Coxon kindly volunteered to meet with the Chairman and Clerk to assist with this.
- (b) Devon Air Ambulance pathway – A quotation for the work has been received and will be forwarded to Devon Air Ambulance; they have offered additional funding for this. Steve Alford said that it is hoped work will start on the path in the next 4-6 weeks. A report was received that the Air Ambulance had landed the previous evening. *(Following the meeting Devon Air Ambulance confirmed that this had been a trial exercise and it had proved successful with no problems.)*

12 Police Matters

Stella Burrows read a report from Sandra Brown showing that in the four weeks to 7 May 2018 High Bickington had been crime free, with 6 logs being generated as follows:

1 call reporting suspicious circumstances, possibly illegal hunt; 1 abandoned 999; 1 call reporting shots heard – nothing seen; 3 calls reporting highways disruption.

1313. High Bickington Community Property Trust Ltd

- (a) Footpath from Community Centre to Woodland. The Chairman said that the Diocese continued to request details of proposals for a pathway when the School building is completed. He felt that as any future path would not include land owned by the Diocese, nor does the Parish Council have any rights to the land involved, it was not a matter for us to discuss. We had merely requested that local residents continue to be able to use the existing footpath. The Clerk was asked to write to the Diocese pointing this out and enclosing a map showing the current route of the path.
- (b) Grasscutting at Little Bickington – it has been agreed that the Parish Council will pay for 10 cuts per year of the adopted areas at £40 per cut. The Clerk was asked to write to the CPT Ltd to establish how this will be invoiced.

14. Barton Meadow Recreational Play Area

Adam Bunting was unanimously elected to continue as the Councillor responsible for safety and general maintenance of the play area.

15 Matters raised by the Chairman

- (a) Mobile Phone reception in High Bickington – the Chairman confirmed the meeting with representatives from BT and EE on Friday 11 May at 10.30am. County Councillor Andrew Saywell will also be in attendance.

- (b) Surgery opening times – the Chairman read a letter from the Practice Manager in response to ours asking that consideration be given to one evening surgery a week to accommodate those who find it difficult to attend early morning surgeries for a number of reasons. The option of attending the Torrington surgery was not a feasible option for a lot of people. The response was not felt to address the concerns and the Clerk was asked to write again stressing the importance of taking into account the needs of all members of the community.

16 Maintenance

- (a) Highways and village maintenance: The Clerk said an e-mail had been received from our Highways Officer confirming that the overhanging trees at the zebra crossing would be cut back in the “next few days”.
Jim Hutchings said that he and Steve Alford have started the repair work on the bus shelter.
- (b) Footpaths and Byways – Roger Keen reported that the Footpaths Officer has agreed that a new gate can be purchased from our funds for the footpath at Taylors Lane. The Clerk will contact the landowner regarding this and if there are no problems Roger Keen will arrange for a new gate to be installed. There was nothing else to report.

17 General Finance

(a)	Barclays current a/c statement at 27 April 2018		£11,146.77
	Cheques not cleared:		
	100763 Penimagic	£15.00	£11,131.77
	Cheques to be issued:		
	100768 N Devon Records Office	£100.00	
	100769 D Carter – Sal £291.18/Exp £71.53	<u>£362.71</u>	
	(includes materials for maintenance of noticeboards £23.38)		
		£462.71	£10,669.06

Councillors agreed to the release of the cheques listed.

The Clerk said that since receipt of the April Bank Statement. the first instalment of the Precept (£5,280) has been paid into the Bank.

18. Planning

- (a) **Applications circulated since April meeting:**
1/0328/2018/FUL
Change of use of land for the siting of 3no. Mobile shepherds huts
Little Silver House, High Bickington
PC Comments: The Parish Council supports this application due to the increased tourism and income it will generate for our local economy, subject to consideration being given to the following concern: Councillors take issue with the claims made in 3.9 and 5.10.1. regarding access. This application will attract increased traffic on a narrow country lane and this needs to be addressed.
- (b) **New Applications: None**
- (c) **Decisions: none**
- d(d) **Appeals:** Jim Hutchings declared an interest in this agenda item and did not take part in the discussion or decision.
1/0472/2017/OUT
Outline application for single, two storey dwelling with all matters reserved
Land adjacent 1 Cross Park, High Bickington.
E-mail received from Mr Alan Barnett, acting for the applicant Mr Hearn.
The Chairman read the e-mail to the meeting; Councillors eligible to comment (7) felt they were unable to add anything further to their previous response due to a continued lack of information on the proposed dwelling.

19. Correspondence not included elsewhere – none

20 Items for information – none

21 Date of next Annual Parish Council meeting: Wednesday 8 May 2019

Date of next monthly Parish Council meeting: Wednesday 13 June 2018 – 7.30pm in the Community Centre.

There being no further business the meeting closed at 9.24 pm.