

## HIGH BICKINGTON PARISH COUNCIL

**Mrs Di Carter, 12 Church Meadow, High Bickington, Umberleigh. Devon EX37 9DT**

**Tel: 01769 560221 : e-mail: [highbickingtonpc@hotmail.co.uk](mailto:highbickingtonpc@hotmail.co.uk)**

**Website: [www.highbickingtonparishcouncil.co.uk](http://www.highbickingtonparishcouncil.co.uk)**

### **Minutes of the Parish Council Meeting, Wednesday 13 March 2019 at 7.30pm in the Community Centre, High Bickington**

**Present:** Peter Worrall, Adam Bunting, Charmaine Coxon, Jim Hutchings, Neil Parker, Roger Keen  
**In Attendance:** 2 members of the public  
 Di Carter – Clerk

The Chairman introduced and welcomed Mrs Sue Ellis to the meeting; Sue has expressed an interest in applying for the Clerk vacancy.

There were no representatives from the County or District Councils nor the Police.  
 There were no questions from members of the public.

The formal meeting was convened at 7.35pm.

1. **Apologies for absence** – County Councillor Andrew Saywell, District Councillor Rosemary Lock, PFCSO Sandra Brown, Michael Clarke and Steve Alford.
2. **Parish Council:**
  - (i) Councillor vacancy: To date there have been no applications to fill the vacancy on the Parish Council. It is hoped that candidates will come forward to stand at the May elections.
3. **Declarations of interest:** None
4. **Minutes of the Parish Council meeting held on 13 February 2019.** Subject to the following two amendments the Minutes of this meeting were agreed and adopted by Councillors present:
 

Page 1140 – para 1 - 2<sup>nd</sup> sentence to read: “Following boundary changes the Two Rivers Ward will become one ward to be named Two Rivers/Three Moors and include the villages of Dolton, Dowland, Beaford and Roborough with two District Councillors to be elected”.

Page 1140 – para 2 - 2<sup>nd</sup> sentence - delete “and a Dolton Parish Councillor”.

The Chairman signed the Minutes.
5. **Matters Arising from the Minutes of the meeting held on 9 January 2019.**
  - (a) World War 1 celebrations: Quotations are still awaited.
  - (c) Bus Shelter cleaning: The Chairman confirmed that the Youth Club have now cashed the Parish Council cheque for £125 and should be undertaking the cleaning of the bus shelter. Jim Hutchings said he had not received any official notification of this and was still carrying out the cleaning. The Chairman asked Jim Hutchings to follow this up with the Youth Club.
  - (c) Devon Air Ambulance – publicity for night landing site. The Chairman reported that the suggested Press Release has now been drawn up in conjunction with Toby Russell at Devon Air Ambulance. However, the Chairman remains disappointed that we have not received more assistance in promoting this facility, which was achieved as the result of a lot of local fundraising events and community involvement. He will take this up with Toby Russell.
  - (d) Disposal of waste cooking oil – following the February meeting the Clerk contacted Torridge District Council's waste disposal officers and received the following advice:
 

*“For households the only option for dealing with cooking oil is to dispose of it with your normal refuse collection. We do request that used oil is placed into sealed containers before being placed into a black refuse sack or allowed to solidify before being placed in the sack. This helps to minimise the risk of oil spilling onto the highway from the back of our trucks when they compact the waste”.*

This advice will be put on the Parish Council website.

**6. Police Matters**

The Clerk read a report from PFCSO Sandra Brown which showed that for the 30 days to 12 March 2019 there have been 5 incidents recorded: 1 concern for welfare and public safety, 2 road traffic collisions and 2 highway disruptions. Councillors expressed their thanks to PFCSO Brown for attaching a more detailed report.

**7. High Bickington Community Property Trust Ltd**

There was nothing to report.

**8. Barton Meadow and other Play Areas**

A report from the ROSPA annual inspection is awaited. The Clerk reported on the progress of fundraising efforts to raise money for new play equipment.

- (a) Request from a resident to purchase a strip of land at Barton Meadow Play Area. Copies of a letter from the resident of 15 Church Meadow were circulated. The Parish Council was being asked if it would consider selling a 10ft strip of land, currently a bank covered in brambles, which is unusable as part of the play area. This would enable the resident to increase his garden area and also clean up an overgrown area of land. A new 7ft fence would be installed by the resident. Following a full discussion, Councillors present agreed in principle to this request, subject to an independent valuation of the land and confirmation that this purchase would not involve the Parish Council in any costs. Councillors also agreed that a site visit would be helpful to confirm with the resident details the fencing proposals etc.

**Decision:** Councillors present agreed in principle to the sale of the strip of land. The Clerk was asked to seek two independent land valuations and an estimate of legal costs.

**9. Matters Raised by the Chairman –**

1. (a) Directory – the final proof was circulated and agreed subject to one minor amendment to the Chairman's introduction.  
**Decision:** Councillors present agreed that the Clerk be authorised to arrange the printing of the Directory at a design and print cost of £401.00.
- (b) Election May 2019 – the Chairman reported that District and Parish/Town Council elections will be held on 2 May 2019; a timetable for the process will be available very shortly. This year the timing of the election coincides with a Bank Holiday during the election process and does not allow sufficient time for Annual Parish Council meetings to be held until w/c 13 May 2019. The statutory Annual Parish Meeting which is not affected by these timescales will be held immediately before the regular Parish Council meeting in April. This means that the next meetings will be rescheduled as follows:  
Wednesday 10 April 2019 – 7.30pm Annual Parish Meeting followed by April Parish Council meeting.  
Wednesday 15 May 2019 – Annual Parish Council meeting.  
There will now be no meeting on Wednesday 8 May.
- (c) Parking in the village – the Chairman reported on a consultation being undertaken by Newquay Town Council, supported by the National Association of Local Councils, to gain support for Parish and Town Councils to be given more powers to enforce civil parking regulations. He felt this was something which warranted support and has completed the questionnaire. It was noted that the BMW car is again being parked in the Parish Council Car Park in Mill Road. Following advice received it appears that there is little we can legally do to prohibit such unauthorised parking if the vehicle is taxed. However, the Chairman will speak to the owners again.

**10. Maintenance:**

- (a) Highways –  
(i) Roger Keen wished to thank Highways for the excellent job they have done resurfacing Nethergrove Lane. The Clerk was asked to request that the road signs be removed.  
There was nothing else to report.
- (b) Footpaths and byways – Roger Keen had nothing to report.

- (i) Copse, Mill Road: A working party of 7 volunteers cleared the brambles and tidied the copse area on Saturday 2 March. The Chairman said he wished to thank all those who took part. Overhanging branches on a neighbouring property were also cut back as agreed; the Chairman said he has not as yet received any feedback from the resident.
- The Clerk reported notification from James Jarroudi at Torridge District Council regarding a funding initiative, in conjunction with DCC Sports Partnership, encouraging those over 55 to get more active and enjoy outdoor activities. Following an enquiry it has been confirmed that the work in the Copse would qualify for funding provided that it was an ongoing project. Following a discussion it was agreed that there is more work which can be done in the Copse and those present who took part in the clearance agreed that they would be willing to continue to ensure the Copse is maintained. Adam Bunting queried whether the village litter pick would qualify. The Clerk was asked to take James Jarroudi up on his offer to make a site visit; we can then follow up other possibilities.
- (ii) Grasscutting at Little Bickington – The Chairman asked Councillors whether they wished to continue to fund part of the grasscutting at Little Bickington. Following a discussion it was agreed that the Parish Council would contribute £400 per year (10 cuts of the adopted areas @ £40 per cut) for the year 2019/2020.
- Decision:** Councillors present agreed to the payment of £400 towards the cost of grasscutting at Little Bickington. This to be paid to the CPT Ltd in two instalments, £200 in April 2019 and £200 in July 2019.

## 11. General Finance

(a) Barclays current a/c statement 27 February 2019		<b>£15,862.79</b>
Cheques not cleared:		
100809 SLCC Annual Membership renewal	£89.00	<b>£15,773.79</b>
Cheques to be issued:		
100811 St Giles in the Heath PC – TAP funding	£480.00	
100812 Beaford PC – TAP funding	£409.00	
(total cheque £1775 sent to HBPC for distribution to supporting PCs – HBPC £886.00)		
100813 A Snake – maintenance February	£110.50	
100814 R Keen – Parish Paths	£25.00	
100815 Directory – Design and print	£401.00	
100816 Directory - Sharne Worrall	£200.00	
100817 D Carter Feb Sal £297.01/Exp £47.52 -	<u>£344.53</u>	<b>£13,807.50</b>

Councillors present agreed to the release of the cheques listed.

- (i) New cheque signatory mandate – confirmation of the new signatories is awaited from the Bank.
- (ii) End of year accounts – internal audit. The Clerk circulated draft end of year figures. These will be finalised in time for adoption at the April meeting.

Councillors present agreed that the Clerk be authorised to again appoint Mr Kevin Rose as our internal auditor at the same fee as previously. The Clerk will ask that the books be audited at her home and not be taken to another venue as last year.

- (iii) Clerk's salary – New salary scales come into force from 1 April 2019; from that date the Clerk's salary will be:

SCP 20 = £10.57 per hour	
26 hours per month = 312 per year	£3297.84
Holiday @ 5.6 weeks per year x 6 hours = 34 hours	£359.38
Salary per year	£3657.22
= per month	£304.77

**Decision:** Councillors present agreed that the Clerk be paid in accordance with the new rates.

## 12. Planning

- (a) Applications circulated since February meeting: None

- (b) New applications:

**1/0179/2019/FUL**

Formation of double doors for disabled access

High Bickington Methodist Chapel, Back Lane, High Bickington

**PC Decision:** No objection.

(c) **Decisions: none**

(d) **Pows Cottage – Councillor Lock's report.** Following her attendance at our February meeting, District Councillor Rosemary Lock agreed to look into the planning history of Pows Cottage. The Parish Council has had serious concerns about the process surrounding the applications and do not feel their concerns have been satisfactorily dealt with. Councillors present felt this response was just reiterating previous responses from Torridge planners and still did not address our concerns. The Chairman will respond asking for a clear explanation and reasoning behind certain elements of the planners' decisions.

**13. Correspondence not included elsewhere on the agenda - none**

**14. Items for Information:**

(a) Village Litter Pick – Saturday 23 March 2019, meeting at the Old George at 10am. All equipment is provided except gloves.

**15. Date of next meeting:** Annual Parish Meeting – 7.30pm in the Pyncombe Room, Community Centre, followed by the April Parish Council meeting.

There being no further business the meeting closed at 8.50pm.