

PETROCKSTOWE PARISH COUNCIL

Minutes of Annual General Meeting held in the Chapel Meeting Room on
Tuesday 17th May 2016 at 8pm

Councillors present: I Fisher (Chair), J Harris (Vice Chair), J Jeffs, B Cameron,
D Kelsey, A Hunkin, M Busby, F Lowe (Clerk), 2 members of the public

1. **Apologies of Absence.** Apologies were received from PCSO Baker.
County Cllr A Boyd was not present.
2. **Approval of Minutes.** The minutes of the Annual Parish Meeting and
the Parish Council Meeting on 19th April 2016 having been previously
circulated, were approved and signed as a correct record.
3. **Election of Officers.** I Fisher was proposed as Chairman by D Kelsey,
seconded by A Hunkin. J Harris was proposed as Vice Chairman by M
Busby, seconded by Brian Cameron. D Kelsey and J Jeffs were proposed
as Recreation Ground representatives by I Fisher and seconded by M
Busby. J Jeffs was proposed as Play Area representative by I Fisher and
seconded by D Kelsey. It was agreed that the Baxter Hall does not need
a Councillor representative, Cllrs J Harris or M Busby would give a report
at Council meetings.
4. **Public Session.** A resident of Brandise Hill asked the Council to address
the problem with blocked drains and culverts with the Parish
Lengthsman. He explained that there had previously been a large
pothole apparently caused by the drain overflowing and lifting the road
surface and is concerned that during the winter months, this could
reoccur if the drains are left uncleared. Cllr Fisher replied that the
blocked drains are an ongoing problem and DC Wiseman was able to
advise that he sits on the relevant committee and will raise the matter
once again. The resident also commented on the problem of large
vehicles using Brandise/Ash Hill and becoming stuck. There have been 2
incidents in the last 10 days of lorries unable to get up the hill. This has
caused damage to the newly surface dressed road and hours of
disruption to villagers. There was a discussion about the current road
signs advising large vehicles of the unsuitability. As one of the lorries
had come from the Clay Works, the clerk was asked to write and remind
the works of advising lorry drivers of the steep hill there.

5. Financial Matters.

- a) The Audit Report for the External Auditors and the Financial Statement for 2015-16 was given to councillors. The clerk answered questions and the documents were agreed and signed.
- b) Clerks hours. Cllr Fisher stated that the Clerk has been working additional hours unpaid to complete Council work. The Clerk has kept a log of hours and confirmed that she has completed an average of 5.5 hours over the last 15 weeks and is paid for 3 hours per week. Cllr Fisher has also researched hourly rates and felt that the rate should be increased by £0.50 per hour. All agreed to increase the paid hours to 4 per week and an additional £0.50 per hour.

6. **Planning.** The list of planning applications for the period 19th March to 17th May 2016, as previously seen by all Cllrs is attached to these minutes. DC Wiseman advised that he had attended the Plans Commission Meeting on 7th April 2016 and supported the application for 1/1251/2015/FUL.

7. Councillors Reports.

- a) Baxter Hall. Cllr Kelsey advised that the building of the Bar and BBQ is progressing and hoped to be completed by Sports Day. It is hoped to have a plaque and a special opening by a resident of Petrockstowe. A village meeting will be held on 18th May to discuss plans for the Queens 90th Birthday Celebration. The Fete and Dog Show will be on the 23rd July and the Hatherleigh Ukulele Band and Peter Wright will be there.
- b) TAAG Meeting. Cllr Kelsey reported that the speaker was from Connecting Devon & Somerset and that there is hope that 90% of the area will have coverage by the end of the year. 18,000 homes are being connected under Phase 2. If residents have a connection speed of under 2Mb it may be possible to apply for a voucher from TDC. There was also a debate regards Community Emergency Plans with regard to flooding. At the next meeting the discussion will focus on Police Funding & Crime and Disability.
- c) Play Area. Cllr Jeffs met with the contractor on Thursday. There has been a delay from the supplier in receiving the new equipment but this will hopefully be installed shortly. A cheque for £23,271.60 was raised and signed by Cllrs Fisher and Hunkin. They also discussed the ground cover by the gate. Cllr Jeffs has made 3 new grant applications and was

advised by DC Wiseman that he has access to a TDC Community Grant of £10,000 per ward per year which Cllr Jeffs will now apply for.

- d) Baxter Hall. Cllr Harris reported that there has been electrical work completed and the outside wall has been repaired. The building may need a new roof. The Beer Festival is on 21st May from 2-8pm and the pub will be closed during this time. If Exeter Rugby team are in the finals, there is a proposal to have a large screen to watch it on.
- e) District Report. The AGM was held last week. Jane Whittaker is the Leader of TDC and the Conservatives still in power. The Wind Turbine development will only go ahead were mentioned in the Neighbourhood Plans. Petrockstowe does not have a Local Plan so will not accept wind turbines. The Local Plan has now been submitted and will be active until 2031. DC Wiseman has £1,000 per year to share between 5 parishes and has allocated it based on the number of residents. Petrockstowe will get £282 for 2 years which it was agreed should go to the Play Area.
- f) Police Report. In PSCO Baker's absence, the Clerk advised that over the past 2 months the reports are: Crimes – 1 theft of garden equipment and 1 common assault, and Logs – 1 violence, 1 abandoned call and 1 broken down vehicle.

8. **CPRE Devon 'Our Outdoor' Competition 2016.** Cllr Kelsey has reviewed the application forms and decided that it is not practical to enter.

9. **War Memorial.** There has been no response to the newsletter request. It was agreed to put it in the newsletter again and review at the next meeting.

10. **Website.** Shaun de Courcy has replied that while happy to help, it is not his area of expertise. The Clerk has asked if he could suggest someone.

11. **Queen's 90th Birthday Commemorative medals.** The Clerk read an e-mail thanking the Council for providing these to the children. The Clerk has received requests for 7 free medals and 9 chargeable. Cllr Harris is to compile a list of known children in the village and distribute any uncollected medals. It was agreed at the previous meeting to purchase 50 medals but it is now felt that 50 may not be adequate. The Clerk advised that adjacent villages may have spares that can be purchased.

12. **Electoral Review of Torridge.** Following a discussion it was decided that the response should be that the Parish Council is happy with the current boundaries.

13. **Code of Conduct – Review.** There are no up-to-date Standing Orders on file and all Cllrs agreed to continue working under the Good Councillors Guide provided to them in May 2015.

14. **Matters Arising for Future Agendas.** The date of the next Parish Council Meeting was confirmed as 19th July 2016.

With no further business, the meeting was declared closed at 9.25pm.

Chairman Date

Initial of chair