## **IPPLEPEN PARISH COUNCIL**

## **Minutes of Annual Meeting held at Ipplepen Millennium Centre**

## **On Tuesday 02 May, 2017**

## **In attendance**:

## Coun.Mrs.Northwood Coun.Mrs.Wilson

## Coun.Carnell Coun.Farrow

## Coun.Mrs.Calland Coun.Tomkinson

## Coun.Mrs.Hutchings Coun.Palethorpee

## Mrs.F.Olding Parish Clerk

## 1) **APOLOGIES** – Coun.Smith, Coun.Tompkns & Coun.Dewhirst

2) The Clerk advised the Council that Coun.Tompkins had regrettably decided to resign from the Parish Council and therefore would be no longer standing as Chairman. He is however, happy to remain until we find a replacement Councillor.

3) **ELECTION OF CHAIRMAN & VICE-CHAIRMAN**

**Chairman**

Nominations were requested by the outgoing Vice-Chairman for the position of Chairman of the Council. Coun.Mrs.Northwood was nominated by Coun.Mrs.Wilson and seconded by Coun.Farrow and duly elected unanimously. Coun.Mrs.Northwood thanked the council for nominating her as Chairman and was happy to accept. Coun.Mrs.Northwood gave a vote of thanks to Coun.Tompkins for holding the Chair for the past year and on behalf of herself and other Councillors was sorry to hear of his resignation. His expertise and support to Ipplepen Parish Council over the past 14 years has been exemplary and he will be sorely missed. ***Action: The Clerk will advertise for a replacement Councillor in the June magazine and on the local notice boards.***

**Vice-Chairman**

Coun.Mrs.Wilson nominated Coun.Carnell to continue as Vice-Chairman, which was seconded by Coun.Mrs.Northwood and therefore was duly elected unanimously as Vice Chairman.

4) **REVIEW OF ADVISORY GROUPS & REPRESENTATIVES**

**Finance Highways Amenities**

Coun.Smith Coun.Smith Vacancy

Coun.Mrs.Wilson Coun.Mrs.Wilson Coun.Carnell

Coun.Mrs.Calland Coun.Palethorpe Coun.Palethorpe

Coun.Farrow Coun.Mrs.Hutchings Coun.Tomkinson

**Plans Committee**

All Councillors are members of this Committee with the following as named **Advisors:**

Coun.Mrs.Calland

Coun.Carnell

Coun.Mrs.Hutchings

Coun.Farrow

**Millennium Centre Management Committee Commiunity Fund**

Coun.Mrs.Hutchings Coun.Farrow

Coun.Mrs.Wilson Coun.Mrs.Wilson

Parish Clerk Parish Clerk

**Emergency Team** **Neighbourhood Plan**

Coun.Mrs.Wilson/Parish Clerk – Main Co-Ordinators Chairman & Vice Chairman

Chairman of the Council Chairman of Plans

Coun.Carnell Coun.Mrs.Hutchings

Coun.Palethorpe District Councillor/Parish Clerk

Handyman

3 members of the Community

**REPRESENTATIVES:**

Village Hall Coun.Mrs.Calland

Rural Aid Coun.Smith

Stoneycombe Liaison Group Coun.Smith

TALC Chairman and Vice Chairman

Community Fund Coun.Mrs.Wilson/Coun.Farrow/Parish Clerk

Parish Magazine Articles Coun.Mrs.Wilson

Coun.Mrs.Northwood advised that she would try to attend the Amenities meetings until the vacancy had been filled.

## 5) **DECLARATIONS OF INTEREST** – No declarations of Interest

6) **MATTERS ARISING FROM THE PARISH ASSEMBLY**

No Matters arising

## 7) **MINUTES OF THE LAST MEETING**

Minutes of the meeting held on Tuesday 4th April, 2017 were approved and signed by the Chairman.

## 8)enH

##  **MATTERS ARISING** - information from the Clerk

**Solicitor Items**

**RegistrationTitle of Land Owned by the Parish Council at the Recreation Ground/Scout Lease and Bowling Club –** With regard to the un-itemised invoice received last month the Solicitor had replied listing the number of hours spent on these matters. The Parish Council still felt the total of £1,390.00 was not acceptable and a letter would be sent to Kitsons advising our dissatisfaction at the service we have received.

**Devon Air Ambulance Night Landing Site ­–** A meeting had been arranged with Toby Russell, Coun.Carnell,Coun.Tomkinson and the Clerk for today 4th May at 4pm, but unfortunately for some reason Mr.Russell did not attend. ***Action: The Clerk to contact Mr.Russell, to re-arrange another meeting.***

**New logo for Parish Council** – Completed

**Adult Exercise Equipment** – The £1,000.00 Grant has now been received from Tesco. Coun.Mrs.Northwood will look into when we will receive the £600 grant from South Devon & Torbay Community Grants Fund which has to be spent within six months of receipt.

**Chapter 8 Training** – Four members have now attended the Chapter 8 training and certificates should be sent shortly. Simon Birbeck, our grass contractor has requested that he leaves his training until the autumn/winter period when he isn’t so busy. In the meantime, Coun.Hutchings will undertake the training during the month of June.

**Survey of Open Spaces** – Still to be completed by Coun.Smith

**Rural Aid –** No further requests had been received and therefore it was agreed to apply on behalf of the Parish Council for the replacement disabled and junior swings. ***Action: The Clerk to send the application to Teignbridge.***

**Legal Topics –** These were still being circulated amongst the Councillors.

9) **DISTRICT & COUNTY COUNCILLOR’S REPORT** – Coun.Dewhirst - Absent

The Chairman read the report on behalf of Coun.Dewhirst, who was unable to attend due to the pending County Election.

**TDC Matters** – Nothing to report relevant to Ipplepen.

**County Matters –** The Heart of the South West LEP (Local Enterprise Partnership) has joined forces with three other SW LEP’s to establish a South West Rural Productivity Commission. They are very keen to gather evidence on how to increase rural productivity and prosperity in the region, and have identified 13 questions as the basis for the feedback. The ultimate aim is for the final report to be produced by the end of July and for this report to help to inform strategy and policy.

10) **CORRESPONDENCE** – Clerk

## a)**Items from Devon County Council:-** We have been informed that our new contact for Devon Highways Neighbourhood Team is Vicki Braddon.

## b) **Items from Teignbridge District Council & Teignbridge CVS**

South Devon & Dartmoor CSP are holding an event on 15th May 12.15-4.00pm at TDC

New funding is available for UK sports clubs to improve facilities called CASH 4 CLUBS – Coun.Carnell confirmed that he had passed a copy to the Football Club

## c) **Items from DALC/DCT:-**

April and May Newsletters

## **Other items received:**

d) An email had been received from a Parishioner advising concern about the gradual build-up of litter around the bottom corner of Fermoys and the footpath that comes in from Clannon Farm. ***Action: The Clerk to request Coun.Smith to have a look first prior to writing to Fermoys.***

e) Details received concerning the Nationwide Event to find Britain’s Best Village 2017

f) Email received from Bryan Elliott advising that the replacement trees have been planted in the Millennium Wood. ***Action: A thank you email to be sent.*** The Clerk also confirmed that Simon had cut the grass around the trees in this area.

g) Details received from DEFRA concerning updated measures to protect poultry against Avian Flu.

h) An email received from a parishioner living in Silver Street advising suggestions for the Toilet Block. A reply has already been sent, thanking her for the suggestions and that she is welcome to attend any monthly Parish Council meeting if she has any further thoughts concerning the Toilet Block.

i) **Police Community Programme** – Richard Hickman from the Police is currently studying the junction at Edgelands Lane adjacent to Southern Timber and the 40mph speed limit on the A381.He has offered to come along to a PC meeting to fill us in on the outcome of his study. ***Action: It was agreed unanimously to invite Richard Hickman along to the next pc meeting.***

## 11) **REPORTS FROM OUTSIDE BODIES**

## **Millennium Centre** – Next meeting due to be held on Tuesday 16th May, 6.15pm at Mill.Centre. The AGM is booked for 20th June, 2017.

**TALC** – Next meeting due to be held on Thursday 29th June, 7pm, which will also include the AGM

**Village Hall Committee** – Nothing to report

**Ipplepen Community Fund** – The next meeting is due to be held on 15th June, 7.30pm which will include the AGM.

**Neighbourhood Plan** – The next meeting of the steering group is due to be held on 23rd May, 7pm at the Mill.Centre

12) **PLANNING** – Coun.Farrow

a)The Plans meeting due to be held on the 19th April,2017 did not take place as there were no applications received.

b) Grants of Planning permission received:

Outline for the erection of 6 open market dwellings and 2 affordable dwellings (approval sought for access and layout) at Land at Tremlett Grove.

**Result: Granted** (The Clerk to forward copies to Councillors as the details were somewhat long).

c) **Appplications discussed** **as follows:**

**17/01016/CAN** Fell one golden cypress (T2 on the submitted plan), reduce by 2m and trim one golden cypress (T1 on the submitted plan) and reduce by 2m and time one Leyland cypress (T3 on the submitted plan at Bramley House, Clampitt Road, Ipplepen.

**Comment:** Ipplepen Parish Council object to this application as no reasons have been given as to why this work needs to be carried out and also there is no mention whether the tree that is being felled is going to be replaced. We have also noted that two of these trees which includes the one being felled are not on the property of Bramley House and under ownership of their neighbour.

d) **Site Meeting at Fermoys Garden Centre** held on 20th April, 2017. Coun.Farrow and Coun.Carnell both attended this site meeting. Concerns were expressed on the design of the building and whether it would look right where it was being situated. It was agreed to request the architect to superimpose the building on to various situations surrounding the area to ascertain the impact of the building, before any decisions could be made. They agreed with the Parish Council that a pull-in should be provided for buses.

13) **AMENITIES** - Coun.Carnell

The Minutes from the meeting held on 11th April 2017, were approved and taken as read. Matters Arising from the Minutes as follows:

**Football Club** – Four members of the Football Club Committee were present at the meeting and a discussion took place concerning the recent Football Club Inspection. The Football Club advised that the end of season was near and they would be carrying out what was needed to be done to the Pavilion by the end of July when the next inspection was due. The Chairman expressed the Parish Council’s concern about the way the building was being looked after and how important the various issues raised should be dealt with. With regard to the request from the Football Club to demolish the old kitchen, the Parish Council agreed unanimously that this should be carried out as soon as possible as it was obviously dangerous.

**Toilet Block Update** – All progressing well. The Clerk advised that she had received one expression of interest following the advert for a cleaner for both the new block and the Clampitt Road toilets. An application form will be sent to the lady concerned. The closing date for applications is the June meeting.

14) **FINANCE & PERSONNEL** – Financial Officer in the absence of Finance Chairman

The Financial Officer advised that there were no balances available at this point, as the books had only just been returned from Abacus before this meeting.

**Balance No.1 Account £**

**Invoices Received for approval:**

BT Internet & Tel. for April £ 93.85 d/d

Birbeck – Grass Cutting for March £ 170.00 already paid

Astra Fixings – Chapter 8 Equipment £ 893.16 “ “

Coun.Carnell –Drainage wks. for Toilet Block £ 180.00

Ken Heyward – Clampitt Rd Toilet refurb. £ 1,470.00

British Gas – Electric at Toilets £ 61.29

D.Cartwright – Month 1 Salary (incl.Ch.8) £ 669.75

Mrs.Olding – Month 1 Salary £ 917.13

Abacus PAYE Month 1 £ 204.79

SHS Ltd – Cleaning April £

SWW – Water for Toilets – April £ 47.50 d/d

Viking – Paper & Ink Cartridges £ 75.49

Mant Leisure – Replacement hand/foot holds £ 216.00

Came & Co – Insurance for New Toilet Blk. £ 76.27

Bryan Elliott – Tree stakes etc. £ 26.70

Bus Shelter £ 3,958.80

British Gas – Elect. at Field £ 27.34

Gareth Thomas – Keys Cut £ 7.20

Peter Tomkinson – Toilet Block £ 1,121,05

**Items discussed:**

a) **Approval of Annual Governance Statement 2016/17 for Ipplepen Parish Council**

**RESOLUTION:** It was proposed by Coun. Mrs. Wilson, seconded by Coun.Palethorpe and unanimously agreed to approve the Annual Governance Statement 2016/17

b) **Approval of Accounting Statements 2016/17**

**RESOLUTION:** It was proposed by Coun.Palethorpe, seconded by Coun.Farrow and unanimously agreed to approve the Accounting Statements 2016/17

15) **HIGHWAYS & RIGHTS OF WAY** – Coun.Mrs.Wilson in the absence of Coun.Smith

a) **Bus Shelter** – The bus shelter is now in position and several favourable comments have already been received. The contractor needs to just finish off and the cheque will then be forwarded.

b) Next meeting is due to be held on the 11th May, 6.30pm at Mill.Centre.

16) **ITEMS LEFT ON THE TABLE** – Avaliable from the Clerk

17) **OPEN FORUM** – No comments

18) **DATES OF NEXT MEETINGS;**

Amenities Meeting 09th May 7pmat Mill.Centre

Highways Meeting 11th May 6.30pm at Mill.Centre

MCMC 16th May 6.15pm at Mill.Centre

Plans Meeting 17th May 7.00pm at Mill.Centre

Neighbourhood Plan 23rd May 7.00pm at Mill.Centre

Full Parish Council Meeting 06th June 7.15pm at Mill.Centre

Community Fund Meeting 15th June 7.30 at Mill.Centre including AGM

Meeting Closed at 9.40 pm