

**Payhembury Parish Council**

**Minutes of a Payhembury Parish Council meeting held on Wednesday 11<sup>th</sup> November 2015 at 7.30pm in the Parish Hall.**

1. Apologies for absence: Cllr Leach, Cllr Skinner, Cllr Diviani
2. The minutes of the previous meeting were agreed as correct and signed.
3. Public Session: Sue Derbyshire asked on progress on superfast broadband. No recent report, so Clerk to follow up. The Chair suggested this will become a campaign within the Parish's Neighbourhood Plan.
4. Police Report: None
5. County Council report: None.
6. District Council report: None.
7. Matters Arising: Grass Cutting - EDDC have confirmed the areas within the Parish they own and maintain. This does not include the grass roundabout in Hillside. DCC yet to confirm the areas they maintain. Parishes Together Fund – Dunkeswell have asked for support on a PTF project to purchase wifi and projectors for Village Halls. Clerk to find out costs and to follow up Highways supplies project with Plymtree. Church Lane – Clerk reported that Highways has confirmed that as Church Lane does not fall under their ownership, they will not resurface. Cllr Leach had suggested the repairs to the Lane become a future village working party project. Parking at the pub / church – Clerk to ask the church to put cones out when there is a large service in order for residents to be able to access Church Lane.
8. Planning:

App number	Property	Details	Decision
15/1210/FUL	Mousehole Fm,	Construction of garage / workshop	Approved
15/1105/FUL	The Annexe, Lower Tale Fm	2 Dormers, 4 roof lights & conservatory extension	Withdrawn
15/1668/PDQ	Upton Farm, Payhembury	Conversion of agricultural building into new dwelling.	Refused
15/1680/FUL	Brookdale, Payhembury	Construction of a detached dwelling and access bridge	Resubmitted
15/1988/FUL	1 Warren Close, Payhembury	Construction of a single storey side extension	Approved

9. Finances: Bank Balance as at 30<sup>th</sup> October 2015: £7,519.58

Date		Receipts	Payments	Balance
	Bal brought forward			<b>4,873.87</b>
1.09.15	EDDC Precept & CTDG	2,782.16		
09.09.15	Chq. 559 S. Morris expenses		43.95	
09.09.15	Chq. 563 S. Morris expenses		52.50	
19.10.15	Chq. 564 Derriford Hospital donation		40.00	
				<b>7,519.58</b>
<b>Unpresented items</b>				
29.07.15	Feniton Parish Council (Parishes Together)	541.20		
14.10.15	Chq. 565 Savills (playing field rent)		132.50	
14.10.15	Chq. 566 Clerks salary		656.25	
<b>TOTAL</b>				<b>7,272.03</b>

	Year 2015/2016			
	BUDGET	Spend to date	Difference £	Difference %
<b>Receipts</b>				
Precept	£ 5,453.30	£ 5,453.33	-£ 0.03	0%
Grants	£ 111.00	£ 111.00	£ -	0%
Others	£ -	£ -		
C&E Receipts	£ 329.46	£ -		0%
<b>Total</b>	<b>£ 5,893.76</b>	<b>£ 5,564.33</b>	<b>£ 329.43</b>	<b>6%</b>
<b>Payments</b>				
Clerk's Salary	£ 1,312.50	£ 656.25	£ 656.25	50%
Admin	£ 781.07	£ 700.71	£ 80.36	10%
S137 Payments	£ -	£ -	£ -	
Running Costs	£ 854.50	£ 387.50	£ 467.00	55%
Other Payments	£ 303.50	£ 379.17	-£ 75.67	-25%
Grants	£ 420.00	£ 40.00	£ 380.00	90%
VAT	£ 81.22	£ 156.25	-£ 75.03	-92%
<b>Total</b>	<b>£ 3,752.79</b>	<b>£ 2,319.88</b>		<b>0%</b>
<b>BALANCE</b>	<b>£ 2,140.97</b>	<b>£ 3,244.45</b>		<b>0%</b>

Agreement was given to pay expenses to the Clerk for the RBL Poppy Wreath: £18.50. Agreement was also given for money from EDDC to be paid into PPC's account for paying the Clerk for EDDC work carried out on the Electoral Roll.

The Clerk reminded the meeting of the need to be setting the Precept at the next meeting for financial year 2016/17. What projects will the Parish Council wish to work on throughout the year? A full discussion to take place at January's meeting.

10. Neighbourhood Plan: The clerk had received just one volunteer to help with the Neighbourhood Plan. Other names were suggested for follow up. In the meantime, Clerk to complete the Designation of a Neighbourhood Area form and submit to EDDC.

11. Village Pavement: the Clerk reported on progress to date for the pavement. DCC Highways has now agreed for a pavement to be laid in the village. The costs involved have been kept low by a lot of the work being carried out 'in house' by Highways. The quote now stands at £11,151 which it is hoped will be funded from Cllr Diviani's Locality Fund and from PPC's S106 money. The Clerk had written to Payhembury Provisions confirming the project would no longer need their full £5,000 donation, but required a £1,500-£2,000 contingency fund. The Payhembury Provisions committee has kindly agreed to this request. It is hoped the work on the pavement will take place during the February half term, 2016. Clerk to work through the 2 funding applications involved.

12. Waterloo Plot: The Chair gave thanks to all for giving up their time on building the new shelter for Waterloo Plot. It is close to completion, and is looking very professional. Cllr Cox reported that he has laid the floor and put up shelves in the telephone box for the book exchange. Clerk to promote this in the Parish Paper, shop, website etc. calling for books. Cllr Cox has submitted an application to the British Heart Foundation for funding to purchase a defibrillator (to be installed in the telephone box). We should hear in the next month if successful or not.

13. Cherry Tree: A fantastic number of offers to support the purchase of a new village tree had been received. It was concluded that it remain a community tree, as it is obviously important to so many, so the Council should accept offers from all who wished to donate (as opposed to one single donor). A budget of £500 was agreed to cover delivery, planting etc. Clerk to contact all who have offered asking if they are happy to proceed on this basis. Cllr Cox to research the availability of a Luppitt Oak/Exeter Oak. Cllr Eaton volunteered to visit Chew Valley trees prior to purchase to assess the trees on offer. The Clerk to provide an update in the Parish Paper once decided.

14. Parish Council Road Maps: Clerk reported on a Lenghtmans report that has been provided by Highways. Now to ask for a schedule, and if working parties can be pulled together on the days the Lengthsman are in the Parish to support their work. It was suggested this year's PTF money could contribute towards the section that floods between Colestocks & Feniton. There appears to be no drain for run off. Clerk to speak to Feniton PC.

15. Parish Council Annual Meeting: The Chairman outlined his idea for the Annual Meeting for March 2016. He suggested holding it on a Saturday morning, to coincide with the parish hall's coffee and cake morning. We would invite each group/organisation in the Parish to have a table or stand for more of an Expo style event. This would also be an opportunity for moving the Neighbourhood Plan forward. Clerk to look into guidelines for Annual meetings. All were in agreement.

16. Charity Donations: Clerk to write to all current recipients of a Parish Council grant asking if they intended asking for a donation for this financial year. All Cllrs to think of which charities they would prefer to support with the grants budget this year, ready for January's meeting.

17. Parish Issues: Christmas Lights – the Clerk reported the Highways licencing requirements for seasonal decorations had been relaxed, yet they would still need to be installed by a Chapter 8 trained operative. Dan Palmer has kindly looked into solar lights for the Cherry Tree and has given a recommendation. Agreement made to purchase 2 sets of Solar Lights for the tree. Cllr Eaton offered to position the lights in the tree, Cllr Cox offered to assist if required. Lights to be switched on the first weekend in December if possible (after the School's Christmas Fayre?)

School Bus Stops – a couple of parishioners had commented on the changes to picking up school children in the village. Clerk to contact Crudges Coaches to ask if the Hillside stop could be reinstated.

18. Parish Council Assets: Cllr Williams confirmed all OK with the PC Assets. It was agreed to add the Tale War Memorial to the Council's Insurance Policy.

19. On-going Projects:

Project	Description	Start date	Target finish date
Uggaton Cross road closure	Road closed. Highways to invest in a Badger survey and repair work	July 2013	2016
Village Pavement	To gain funding for Highways to lay a pavement in the village centre	Nov 2013	February 2016
Mousehole	To sort drainage to avoid localised flooding	Nov 2012	Completed
Shelter in Waterloo Plot	To build an open shelter.	Jan 2015	November 2015
Parishes Together	Funds to carry out ditch and drain clearing	Mar 2013	March 2016
Parish Council Policies	Obtain guidance re: policies required by Parish Councils	January 2015	November 2015
Cherry Tree	To raise funds to purchase a replacement tree for Village green	May 2015	Spring 2016
Christmas Lights	To investigate & purchase suitable solar lights	March 2015	December 2015
Street Lighting	To install 1 additional light in village centre	Nov 2014	March 2016
Church Lane	To re-surface	Nov 2015	Nov 2016

The Clerk reported that permission would not be given to install an additional street light outside the school on the Western Power pole as it houses a transformer. Clerk to ask BT if special permission may be granted to use their pole. If refused, to obtain a quote for a new pole and light to be installed in the centre of the village.

20. Correspondence: Clerk to offer support of promoting the National Vintage Tractor rally passing through the Parish. Devon Remembers Request has been forward to John Somers and Mary Lorimer to provide details of the Tale War Memorial and play.