

Payhembury Parish Council

Draft Minutes of a Payhembury Parish Council Committee meeting held on Wednesday 9th November 2016 at 7.30pm in the Parish Hall.

1. **Apologies:** Cllr Disney, Cllr Diviani, PC Clive Vickery, Cllr Leach (belated), Cllr Hynam (belated)
Present: Cllrs Williams, Eaton, Cox, Lorimer and Louise Scott
2. **The minutes** of the previous meeting were agreed as correct and signed.
3. **Public Session:** Nothing reported
4. **Police Report:** One theft reported since September meeting
5. **County Council Report:** No report received
6. **District Council Report:** No report received
7. **Finances**

Date		Receipts	Payments	Balance
	Bal brought forward			9758.26
Oct 5	Parishes Together – Broadhembury	181.90		
Oct 5	Savills – Playing Field – chq 587		132.50	
Oct 5	Clerk’s Expenses – chq 588		50.67	
Oct 7	Clerk’s Salary – chq 589		568.75	
Oct 7	D&H Plant Ltd – new cheque raised – chq 590		81.60	
Sept 12	EDDC	2729.07		
Oct 9	DCC – Payhembury Pavement		2729.07	
Oct 3	EDDC – Parishes Together	400.00		
Oct 26	Neighbourhood Plan	4768.00		
TOTAL		8078.97	3562.59	14274.64
				NB £2000 + £4768 Ring fenced NP

One cheque outstanding for £36.65 – Clerk’s expenses

8. **Broadband update:** Little to report. Planning permission for the boxes to be installed in the village once has been granted but it could still be a number of months before anything happens.
9. **Uggaton Cross:** The funding granted this year cannot be carried over to next year. Next year is an election year within Devon County which means funds may not be available until late 2017 by which time we will have missed the window in which works can be carried out without disturbing the badger population.
10. **Christmas Lights:** Cllr Eaton will put the lights on the new tree
11. **Neighbourhood Plan:** Funding is now in place, the appointed consultants –Catalyst–will require the bulk of the funds and all will be spent by the end of the financial year.
The questionnaire is designed and will be circulated with the December Parish Paper; there will be spare copies in the shop. There is also an online version and Parishioners will be encouraged to complete the questionnaire this way for ease of collating information. Cllrs addresses in outlying areas will be used as drop off points for completed paper questionnaires.

The consultants will analyse responses in January 2017.

12. **Payhembury Sign:** It was agreed that it was important to establish the best position for the sign to be sited. Clerk to email Cllr Leach regarding costs and DCC to establish what regulations exist re the siting of signs.

13. **Website:** It was agreed that a new website is desirable and that it would be a good idea to develop the website with a view to those updating the website being able to maintain the layout themselves. Clerk to pick on point 14 from September minutes.

15. **Parish Issues:** **Parking in village:** Cllr Disney to obtain a quote from an independent line painting company.
Route Maps: A drain is blocked in Tale, Cllr Lorimer to report and enquire with Cllr Diviani regarding the possibility of the road through Lower Tale being resurfaced as the road through Higher Tale was done recently.
War Memorial: Cllr Cox to chase Torquill for his inspection report.
Village Tree: It was agreed to wait until springtime before organising a 'thank you' get-together for the new tree.
Playing Field Gate: EDDC has agreed the S106 money can be spent on improving access to the playing field by way of a new gate. Cllr Leach has discussed possible designs for the new gate with a blacksmith and is currently awaiting a quotation.
Defibrillator: The funds are almost in place. Clerk to put final touches to the forms and return in time for 24th November deadline.
Sand bags: Empty sandbags are now with Cllr Leach, a working party is needed to fill them with sand.
Street Light: Cllr Eaton has sourced a possible solar powered street light, he will now check installation requirements and contact a North Devon School who are using the lighting and check they are happy with it before we proceed.
Council Policies: Clerk to research policies required and possible templates using DALC
Parishes Together: Clerk to establish with Cllr Disney what funds remain. Clerk to approach neighbouring Parishes to establish who will join forces for grass cutting, and whether any Parish might be interested in exploring the possibility of Wi-Fi in public buildings or buying technical equipment.
Parish Council Assets: nothing to report.

16. Planning

App number	Property	Details	Decision
16/1491/FUL	Tarrants Farm Cottage	Barn conversion to holiday let	Awaiting decision
16/1601/FUL	Monkton Park Fm	Creation of new field access and track	Withdrawn
16/2093/PDQ	Victoria Dairy	Change of use of agricultural buildings to 3 houses	Awaiting decision
DCC/3900/2016	Payhembury Primary School	To replace single storey extension to form classroom and store	Awaiting decision
DCC/3901/2016	Payhembury Primary School	Listed building consent for above	Awaiting decision
DCC/3902/2016	Payhembury Primary School	New classroom, toilets and storage	Awaiting decision
16/2492/FUL	Monkton Park Farm		Awaiting decision

17. Matters Arising:

Cllr Williams advised that January 2017 is when budgets and precepts need to be agreed, all Cllrs are encouraged to consider possible projects for next year. Additionally grants are awarded in January, Clerk to draft an entry for December Parish Paper asking organisations to apply for grants.

18. Open 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
Parish Council Policies	Obtain guidance re: policies required by Parish Councils	January 2015	Autumn 2016
Village Tree thank you	To hold a celebratory event to thank the tree donors	May 2016	Autumn 2016
Street Lighting	To install 1 additional light in village centre	Nov 2014	October 2016
Parishes Together 2016/17	Grass Cutting & ditch clearing	Apr 2016	March 2017
Defibrillator	To raise the funds to install a defibrillator in the telephone box	Sept 2015	Nov 2016
Broadband	To improve the broadband signal in the village	May 2016	Ongoing
Village Parking	Install lights/ yellow lines to improve parking	July 2016	Ongoing
War Memorial	Assess memorial. Apply for funds if work required.	March 2016	Ongoing

19. Correspondence: None

The next meeting of Payhembury Parish Council will take place on Wednesday 11th January 2017 at 7.30pm in the Parish Hall