

Payhembury Parish Council

Draft Minutes of a Payhembury Parish Council Committee meeting held on Wednesday 11th January 2017 at 7.30pm in the Parish Hall.

1. Apologies: Cllr Eaton, Cllr Hynam, Cllr Lorimer (belated)

Present: Cllrs Williams, Leach, Disney, Cox and Louise Scott

2. The minutes of the previous meeting were agreed as correct and signed.

3. Public Session:

a. It was requested that a letter of thanks be sent to Nan Underhill and her partner Richard for all their litter picking around the village.

b. It was noted that a number of road signs have recently been knocked down. Specifically signs at Mousehole, Uggaton Cross, Colestocks and outside Culver House. Clerk to email Highways and put a piece in Parish Paper encouraging residents to report such matters on the DCC website.

4. Police Report: PC Anning reported 2 crimes.

a. A male involved in an accident found to be over the drink drive limit.

b. A male received a letter threatening to cause him harm.

PC Anning stressed that if a member of the public receives a suspicious letter to be careful how you open it as it could be used to obtain forensic evidence.

PC Anning brought to the meeting's attention that Land Rover Defenders are being targeted by thieves in Avon and Somerset. He stressed that keys should not be left in a vehicle and trackers would be worth considering.

5. County Council Report: No report received

6. District Council Report: No report received

7. Finances/ Precept the budget analysis was considered. The meeting agreed the precept will be increased by 4%.

Clerk to submit to EDDC.

Date		Receipts	Payments	Balance
	Bal brought forward			14356.24
Nov 9	Chq 592 Clerk's expenses		36.65	
Nov 29	Chq 593 Kitty Wooff Design (NP)		330.00	Unpresented
Dec 23	Main Grant	2834.00		
Jan 4	Chq 594 Glasdon UK Ltd		819.14	Unpresented
Total		2834.00	1185.79	16004.45
				NB £2000 + £4768 Ring fenced NP
	Neighbourhood Plan (Separated out)			
	Balance brought forward			6768.00
Nov 29	Chq 593 Kitty Wooff Design		330.00	Unpresented
	Invoice for printing pending – amount unknown			
Total				6438.00

Invoices expected: Street lamp £1221.16, ALP Ground Maintenance.

8. **Budgeting for 2017/18:** Projects discussed for 2017/18 included: ALP agreed to further grass cutting duties including an area of grass at Hillside, the turning circle and the area around the new village sign. Leaf clearing will also become a regular duty in autumn – or as required. The poplars near the school were raised as a possible H&S issue. Clerk to email school to establish who is responsible for the maintenance of these trees. In total ALP invoice should not exceed £500. In addition, ALP will carry out painting work at Waterloo Cross (costing £150). Cllr Leach to agree with Nikki Leach the precise painting required. £100 budget agreed to pressure wash and stain the bus shelter at Hillside (£100). The cost of line painting was estimated at £1000. The proposed renovation of the War Memorial will be 80% funded, PPC to fund remaining 20%. Uggaton Cross will not progress next year. The Village Tree ‘thank you’ event will possibly be combined with a School Fete or May Day.

9. **Parishes Together:** Clerk to email other Parishes to enquire regarding joint ventures based around grass cutting, footpath clearing or entertainment. If no response then submit an application for ditch clearance.

10. **Broadband update:** Very little to report, the cabinets are in place in the village and will hopefully go live around March, thus benefitting the centre of the village.

11. **Neighbourhood Plan:** The survey is now being analysed and the results will be available in February.

12. **Payhembury Sign:** The new sign is in place and receiving compliments!

13. **Village Pub:** It was agreed that the Clerk will apply for the Six Bells to be awarded an Asset of Community Value, during discussion it was suggested that similar status be awarded to the Playing Field; Cllr Williams will submit this application.

14. **Website:** It was agreed that a more user friendly / interactive website would be beneficial; a lot more information could be posted there if the system allowed for this. Unfortunately the person who designed the website originally has now left the village. It was agreed to raise this matter at a later meeting when Cllr Lorimer is available to discuss her vision for a redesigned website.

15. **Parish Issues:** **Parking in village:** A cheaper quote has been obtained, a final check that DCC are happy before we proceed
Route Maps: Some large potholes were reported, members of the public are able to report these directly to DCC via their website. Clerk to ask Parish Paper to publish the link.

War Memorial: Funding is to be applied for by Cllr Cox

Village Tree: It was agreed to wait until springtime before organising a ‘thank you’ get-together for the new tree.

Playing Field Gate: The new gate has been designed and will cost £2000. The village shop has agreed in principle to make a large contribution, Clerk to write a letter to David Curran, S106 funds should cover the remainder.

Defibrillator: The funds are in place. Cllrs Cox and Hynam will agree the most appropriate model and cabinet after which it will be installed. Training will be offered regarding how to operate the defibrillator.

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. The hole for the light will be dug over a weekend or at half-term, when no children are present. The light will be installed as soon as possible after that.

Council Policies: Clerk to research policies required and possible templates using DALC

Parishes Together: Clerk to establish with Cllr Disney what funds remain. Cllr Disney and ALP to use remainder of funds for ditch clearing. Order of priority to be Mousehole, Cheriton Pond, dip in road near stream north of Milton and finally Haskins Lane. 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
16/2093/PDQ	Victoria Dairy	Change of use of agricultural buildings to 3 houses	Refused
DCC/3900/2016	Payhembury Primary School	To replace single storey extension to form classroom and store	Granted
DCC/3901/2016	Payhembury Primary School	Listed building consent for above	Granted
DCC/3902/2016	Payhembury Primary School	New classroom, toilets and storage	Awaiting decision
16/2492/FUL	Monkton Park Farm	Enlarge drive	Awaiting decision
16/2719/FUL	Albany	Demolition of garage and conservatory. Extension to the side.	Awaiting decision
16/2986/PDQ A	Tale House Farm	Change of use, agricultural to residential	Awaiting decision

17. **Matters Arising**: It was agreed to discuss the Annual Meeting, to be held in May 2017, at the next PCC meeting in March.

Grants of £50 were made to: Ottery Help Scheme, Trip, Tale Valley Trust, Payhembury Relief Scheme and Payhembury Parish Council, a grant of £30 was awarded to Payhembury Tea and Bingo club.

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	2018
Parish Council Policies	Obtain guidance re: policies required by Parish Councils	January 2015	Autumn 2017
Village Tree thank you	To hold a celebratory event to thank the tree donors	May 2016	Spring /Summer 2017
Street Lighting	To install 1 additional light in village centre	Nov 2014	Autumn 2017
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	Spring 2017
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 8th March 2017 at 7.30pm in the Parish Hall