

## Payhembury Parish Council

**Draft Minutes of a Payhembury Parish Council Annual General Meeting held on Wednesday 10<sup>th</sup> May 2017 at 7.30pm in the Parish Hall.**

**1. Apologies:** Cllr Skinner, Cllr Leach, Cllr Hynam

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

**3. Election of Officers:** Keith Williams was re-elected as Chair having been proposed by Tim Cox and seconded by Bill Eaton, Rob Leach was re-elected as Vice-Chair having been proposed by Keith Williams and seconded by Mary Lorimer.

**4. Public Session:** It was requested that instructions for use of the defibrillator be published in the Parish Paper, Cllr Cox to action.

PC Anning stressed the benefit of having a defibrillator in the village.

There were some concerns regarding the telephone linked to the defibrillator, Cllr Cox has checked and seems to be functioning well, Community Heartbeat will double check.

**5. Police Report:** PC Anning reported that a total of 6 crimes were reported in Payhembury during 2016/17, this compared to 4crimes the previous year. Report attached .

**6. County Council Report:** No report received

**7. District Council Report:** No report received

**8. Internal Auditors Report:**

Following this report it was agreed to hold an Extraordinary meeting to give the Clerk more time to complete end of year finances.

**8. Finances:** Bank Balance at

Date		Receipts	Payments	Balance
	Bal brought forward			13989.59
23.12.16	Defibrillator Grant	2834.00		
4.1.17	Village sign – Glasdons		818.14	
11.1.17	Feniton Duplicating (NP)		369.60	
22.1.17	Proelectric services – street light		1221.16	
26.1.17	Defibrillator		2378.00	
26.1.17	Ottery Help Scheme		50.00	
26.1.17	TRIP		50.00	
26.1.17	Tale Valley Trust		50.00	
1.2.17	Payhembury Provisions	1000.00		
8.2.17	Payhembury Relief Fund		50.00	
8.2.17	Tea and Bingo Club		30.00	
8.2.17	Payhembury Church Council		50.00	
8.2.17	Georgina Richards – Playing Field Gates		500.00	
15.2.17	EDDC – Dog Bins Emptying		84.00	
22.2.17	Clerk's Salary		682.50	
<b>Total</b>				<b>11489.19</b>

Invoices expected: ALP Grounds Maintenance, EDDC Dog Bins 2017/18

**8. Street Light:** Cllr Williams thanked the installers of the new street light.

PPC had received several letters of complaint from parishioners regarding the brightness of the new light, these parishioners were present at the meeting and Cllr Williams explained the background as to why the light was installed and positioned where it is.

Cllr Eaton will work one evening on shielding the light from the parishioner's houses.

Cllr Disney will investigate whether an amber coloured film over the light will improve the situation.

**9. Parishes Together:** An application has been made for funds in order to continue ditch clearing within the Parish

**10. Broadband update:** The continuing belief is that the boxes will be commissioned by the end of March; this will benefit the centre of Payhembury but not the outlying hamlets.

**11. Neighbourhood Plan:** The analysis is back and the final version will be available shortly.

Cllr Williams reported that one big issue that the survey shows is the feeling that more affordable housing should be available within the village.

12. **The Village Pub:** The Asset of Community Value forms has been submitted, Clerk to submit further information.

13. **The Annual Meeting:** It was agreed to follow the same format as last year for this event and to hold it on a Saturday morning in May. Clerk to book hall, contact all clubs and societies and organise teas and coffees. Clerk to contact school to borrow display boards.

14. **Website:** Cllr Lorimer and Clerk to arrange a meeting with Sue Derbyshire and Graham Smith to discuss the scope and limitations of the current village website. There is certain information which the website needs to display to comply with the Transparency Code.

15. **Parish Issues. Parking in village:** DCC will not allow line painting to occur without the required legalities having been addressed – this costs around £3000. Clerk to contact Highways to stress the need to manage parking at school drop off and pick up as the current situation is dangerous.

**Route Maps:** There has been flooding between Furze Cottage and the turning to Tale, Clerk to contact highways.

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

**Village Tree:** Clerk to email Heather Wallace re 1<sup>st</sup> May – link with school May Day celebrations.

**Playing Field Gate:** The new gate has been designed and will cost £2200. £1000 received from Payhembury Provisions. Clerk to apply for S106 funding for the remainder.

**Defibrillator:** The defibrillator is in place and training is being given.

**Sand bags:** Empty sandbags are now with Cllr Leach, a working party is needed to fill them with sand.

**Street Light:** The light is installed and operational

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

**Parishes Together:** Funds applied for to pay for a continuing programme of ditch clearance.

**Parish Council Assets:** nothing to report.

16. **Planning**

App number	Property	Details	Decision
16/1491/FUL	Tarrants Farm Cottage	Barn conversion to holiday let	Approved
DCC/3902/2016	Payhembury Primary School	New classroom, toilets and storage	Application withdrawn
16/2492/FUL	Monkton Park Farm	Enlarge drive	Refused
16/2719/FUL	Albany	Demolition of garage and conservatory. Extension to the side.	Approved
16/2986/PDQA	Tale House Farm	Change of use, agricultural to residential	Awaiting decision
17/0119/CPE	Fourways Cottage Colestocks	Certificate of lawfulness for the established use (+10 years) of an area of land as domestic garden	Awaiting Decision
16/1461/FUL	Tale Head Cottage	Change of use from agricultural to garden land – removal of hedgerow and replacement boundary hedgerow	Granted on appeal

17. **Matters Arising:** None

18. **Parish Hall/ School Car Park:** The Village Hall Committee is keen to create further parking spaces; they propose to do this by removing the large poplar trees and cutting down hard standing where the trees were. The PPC have been approached to assist with funding the project. It was agreed to donate £1000 to the project with the possibility of that doubling to £2000 if certain criteria are met.

19. **Uggaton Cross:** DCC have offered to part fund this project. PPC will pay for the Badger Survey and License – approximately £500; DCC will pay for the road repairs. It was agreed to continue with this project.

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	2017
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	Completed
Parishes Together 2016/17	Grass Cutting & ditch clearing	Apr 2016	Ongoing
Defibrillator	To raise the funds to install a defibrillator in the telephone box	Sept 2015	Completed
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 10<sup>th</sup> May 2017 at 7.30pm in the Parish Hall**