

The Press and the Public were asked to leave the meeting so that the following item could be considered in confidential session.

013/14 RECRUITMENT OF NEW PARISH CLERK

It was **RESOLVED** to interview the two candidates with local government experience and that interviews would take place on either the evening of 14th or the evening of 15th January, subject to candidate availability. Interviews would be scheduled at 7.30pm and 8.30pm in the Reading Rooms. The Clerk would e/mail a draft list of interview questions to the panel (Cllrs Hughes, Walsh and Kerslake) for their consideration.

Action: Parish Clerk

The meeting finished at 10.45pm.

Signed:
(*Presiding Chair*)

Date: 4 February 2014

The Chair advised that she would forward details by e/mail of a separate meeting regarding this project.

Action: Cllr R Hughes

016/14 REPORTS FROM OUTSIDE BODIES AND EVENTS ATTENDED

- **5 December, New Cllrs Short Course, DALC – Cllrs G Elliott & R Hartwell.**
The contents of a report from Cllr Elliott were noted. Cllr Hartwell raised the possibility of Parish Cllrs being able to have e/mail addresses linked to the new Parish website. It was **RESOLVED** that the Chair would contact Jon Morley to explore this suggestion.

Action: Cllr R Hughes

Cllr M Auburn queried the possibility of obtaining parishioner e/mail addresses so that news could be disseminated efficiently to households. Members felt that such information could be retained and handled by EPC within the requirements of the Data Protection Act. It was **RESOLVED** that Cllr Auburn would draft an item for the Parish Magazine.

Action: Cllr M Auburn

- **11 December, Parish Council Training Workshop (Planning) – Cllrs M Auburn & R Hartwell.**
Cllr Hartwell highlighted the move to a “presumption in favouring planning” and to the benefits in identifying a five year supply of land. Cllr Auburn noted the strong emphasis on community consultation and sustainable development.
- **9 December, Rising to the Challenge, DALC – Cllrs J Kerslake & G Elliott.**
Cllr Elliott noted that at the current rate of response, insufficient community questionnaires regarding the proposed community acquisition of the Crooked Spire would be received. It was **RESOLVED** that Cllrs would focus efforts on various groups, a further article would be put in the Parish Magazine and on the website, and the magazine distributors be asked to follow up return of questionnaires with households.

Action: All Cllrs

It was **RESOLVED** that Cllr D Webley would attend the following event -

27 January, 2.30pm for 3pm, Consultation on the future of DCC Residential Care Homes, The Watermark, Ivybridge.

017/14 CORRESPONDENCE RECEIVED SINCE 3 DECEMBER 2013

20/12/13 - letter from Stuart Jellings, SHDC on seasonal closure of under utilised public toilets.

It was **RESOLVED** to note the above item and to await subsequent contact from Mr Jellings.

For miscellaneous items of correspondence see Appendix 111.

013/14 RECRUITMENT OF NEW PARISH CLERK

It was **RESOLVED** to consider this matter in confidential session at the end of the meeting.

014/14 P3 IMPROVEMENTS/EXPENDITURE

Cllr M Auburn advised that footpath 18, whilst having previously been judged as a priority in discussions with Peter Guy and Ros Davies, would sadly not receive any attention due to lack of funding at DCC. Cllr Auburn also noted that the path by the solar farm had only been half completed and subsequently most had been washed away by recent heavy rains – she considered this a “complete waste of money”. She noted that the £300 grant for 2013/14 provided for P3 purposes would not really go any way to addressing these priorities.

Cllr Auburn reported that dog gates were in hand and she needed to speak with landowners; Jon Morley would then install the gates free of charge.

Cllr Auburn suggested it might be possible to use the £300 P3 grant funding to install one or two seating benches on footpaths subject to landowner approval.

The Chair advised that the landowner Chris Huxtable had raised concerns regarding safety on path 11 when river in spate. She had queried whether it would be possible for him, to erect a sign temporarily on such occasions that river levels were high to advise people of the potential danger in using the path by the river; furthermore could the £300 grant funding be used to pay for such a sign and its temporary installation as appropriate?

It was **RESOLVED** that Cllr Auburn would investigate with Ros Davies the possibility of purchasing benches and on the advisability of a temporary “danger/warning” sign for footpath 11 as above.

Action: Cllr M Auburn

015/14 READING ROOMS UPDATE

Mr Hitch reported that he had sent off the drawings he had presented at the last Parish Council meeting to Mr Nils White, SHDC; the feedback he had subsequently received suggested that Mr White considered them to be very much better. Subsequent changes were largely to the roofline, since Mr White had reverted to favouring a hipped roof, plus additionally another separate roof going down over part of the front entrance. Mr White had also now asked for oak posts between the windows. Mr Hitch noted that whilst Mr White had originally requested more modern features, he was now asking for more traditional touches. Mr Hitch had therefore further revised his drawings and sent updates to Mr White and awaited his comments. Mr Hitch circulated copies of the latest drawings to the meeting. The Chair suggested it would be useful to give Mr White a deadline so that by the end of March a planning application was either submitted or in the process of being submitted.

Mr Hitch queried progress on the Masterplan. The Chair advised that matters had been put on hold over the Christmas period but that she and Hazel Wooding expected to be able to bring something to the February Parish Council.

009/14 2014/15 BUDGET AND PRECEPT

Cllr Kerslake circulated a draft proposal for the 2014/15 budget. It was **RESOLVED** to approve this document and to notify SHDC of a precept request of £15,450 less the sum of £647 (Council Tax Support Grant). The Clerk would return the Precept notification form to SHDC accordingly.

Action: Parish Clerk

010/14 WAR MEMORIAL

Cllr Elliott advised that DALC was administering the current scheme which would pay up to 75% of the repair costs; a total repair cost to re-point stonework and reapply lettering was quoted as £1,375 which Cllr Elliott thought was a reasonable cost for this type of work. He added that the Parish Council would be required however to obtain 25% match funding. It was **RESOLVED** that a letter would be sent to Mr R Knightly, Treasurer of the Village Fund, requesting assistance. Cllr Elliott would also obtain letters of support from Cllr Mumford and the Royal British Legion, in addition to obtaining consent from the District Council's Conservation Officer, Mr Nils White.

Action: Cllr G Elliott

Cllr Elliott reported that a website – 1914.org – had been set up by the Imperial War Museum to help mark the centenary of the outbreak of WWI; EPC could contribute to this website at no cost. It was **RESOLVED** to sign up to the 1914 website and investigate the possibility of a link to the new Parish Council website.

Action: Cllr G Elliott

011/14 EMERGENCY PLANNING

The Chair stated that in light of recent “near misses” concerning flood water in both the village and outlying parish, it seemed sensible to put together an Emergency Plan for the parish as soon as possible.

It was **RESOLVED** that Cllrs Roy Hartwell and Marina Auburn would work on this to put together a draft to be presented to the Parish Council at a future meeting. The Clerk would also e/mail Cllrs Hartwell and Auburn the list of useful/emergency contacts she had previously supplied to Cllrs Webley and Walsh as Parish/Police Liaison representatives.

Action: Cllrs R Hart & A Auburn; Parish Clerk

012/14 DCC TRANSPORT BUDGET AND FLOOD RISK STRATEGY

Following a brief discussion it was **RESOLVED** that Cllr G Elliott would formulate draft responses to e/mail to members for their comments.

Action: Cllr G Elliott

(a) Approval of Payments

The following **expenditure** was discussed and agreed to be paid –

-	Caretaker wages – up to 16 December 2013	£ 24.50
-	Salary – Dawn Trower – December salary	£240.00
-	HM Revenue & Customs – Tax Clerk’s salary	£ 74.80
-	SWW – monthly Direct Debit – December	£ 35.54
-	EDF Energy – monthly Direct Debit – December	£ 32.00
-	DALC – New Cllrs Course – G Elliott & R Hartwell	£ 60.00
-	Travel expenses to New Cllrs Course – R Hartwell, 66.5 miles @ 45p/mile	£ 29.93
-	Reimbursement to Clerk for (i) advertising of Clerk vacancy – S Hams Newspapers £47.52, Modbury PO £1.50, Brixton Stores £1.50 (ii) purchase of 1 st and 2 nd class postage stamps £9.60 (iii) purchase of 2014 diary £1.49	£ 61.61

INCOME

-	Reading Rms bookings – Wednesday Group (£99.00), Companion Planters (£20.00)	£119.00
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(EPP – Ermington Parish Projects)

Treasurer’s Account – Balance £45,155.17 as at 15 January 2014
Business Account - Balance £8,373.24 as at 9 December 2013

(b) Grants

No requests had been received.

(c) Report from RFO

The Clerk advised that there was nothing particular of note concerning finances beyond those items to be considered separately elsewhere on the agenda – namely 2014/2015 Budget & Precept, and P3 grant.

008/14 RESIGNATION OF CLLR K TOMS; COUNCIL VACANCY.

Cllrs noted the resignation of Cllr K Toms the previous month and the sad way this had come about. The Chair advised that she now hoped that a line could be drawn under matters thus allowing the Council move forward in a positive manner. It was **RESOLVED** that a letter be sent to Cllr Toms noting that she had been an asset to the Parish Council and thanking her for her service.

Action: Parish Clerk

up would be currently. She believed the project was something which required more work and she didn't imagine this could be undertaken by Friday; she therefore suggested that for now it should be for some computer training. Cllr Hughes requested that Ms Martin be asked to furnish Cllrs Walsh and Webley with details for development funding only by the end of the week, which would effectively provide a "fall back" position on this project.

It was **RESOLVED** that the priority order of proposed TAP projects for EPC was as follows – (1) Lengthsman (2) Reading Project (3) IT Project.

141/13 - Correspondence Received Since 5 November 2013 – Cllr W Mumford's Locality Budget.

It was **RESOLVED** that an application be pursued for the Locality Budget in respect of a laptop computer for the use of the new Clerk.

Action: Parish Clerk

006/14 PLANNING APPLICATIONS

1. Consideration of the following TPO work:

23/12/2013	21/3069/13/tw	Bandvulc Tyres	Gillard Way, Lee Mill Industrial Estate	Remove x 4 sycamore
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It was **RESOLVED** that Cllr R Hughes, as Tree Warden, would visit the site in the next few days and then reply direct to SHDC.

Action: Cllr R Hughes

2. Planning application(s) granted:

21/10/2013	21/2531/13/F	Mr P Crone	Land at Ermecot House, Ermington, PL21 0LH	Erection of a single-storey barn
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It was **RESOLVED** that the above be noted.

3. Planning enforcement:

To note letter from SHDC Enforcement Officer, Wendy Ormsby, regarding alleged unauthorised breach of planning application 21/2606/12/F – photovoltaic installation at Luson Farm, Westlake.

It was **RESOLVED** that the above be noted.

007/14 FINANCE

Treasurer's Account - balance as at 13 December 2013 - £45,510.25

- Town and Parish Councils were being asked to ensure that applications for this year's Town and Parish (TAP) fund bidding round were submitted to Amanda Harvey (amanda.harvey@southhams.gov.uk) before 5pm on Friday 10 January 2014.

District Councillor Tom Holway

Cllr Holway advised that favoured TAP projects in the local parishes appeared to be the defibrillator, lengthsman, IT help for seniors and reading to dementia suffers; he added that he and Cllr Ward would be happy to assist to help ensure applications were submitted for Friday.

The Open Forum session finished at 8.25pm and Cllrs L Ward, T Holway and W Mumford left the meeting.

002/14 APOLOGIES

All members were present.

003/14 MEMBERS' CODE OF CONDUCT – Register of Members' Interests

At Council meetings, each Councillor has a duty to declare an interest if it is either a personal, prejudicial or pecuniary interest; no additional "Register of Members' Interest" forms were received from Councillors at the January 2014 meeting.

004/14 TO CONFIRM MINUTES

The Minutes of the Meeting of Ermington Parish Council held on 3 December 2013 and the Planning Meeting held on 16 December 2013 were confirmed and signed.

005/14 MATTERS ARISING FROM THE MINUTES

137/13 - *TAP Fund* – Cllr Webley reported that she and Cllr Walsh had been endeavouring to meet up with Modbury and Ugborough. The Kingsbridge cluster had applied for about £5.5k for Lengthsman services and Cllr Webley wondered whether EPC should apply for a similar amount and get together with that cluster. Cllr Mumford advised however that the parish could buy in time from the existing Lengthsman service (which would already be fully equipped etc) and he undertook to come back to Cllr Webley with the costs for this.

Action: Cllr W Mumford

There was still funding to proceed with the Reading project at £1.5k which would primarily focus on training for 12 people etc. It would be Ugborough, Holbeton and Ermington for the Lengthsman project and the Chair believed that this would have to be the top priority for EPC.

Cllr Elliott advised that the Ugborough Parish Clerk had been in contact with Susan Martin regarding the IT project and Susan would be happy to put together something for this; Ugborough were in agreement that it would be for a much smaller "piece of the pie". The Chair noted that she was concerned that there was a serious lack of broadband in the area and therefore she queried what the take

Parish Council might wish to work together on this problem. Cllr Mumford advised that he would be happy to assist and follow up on this matter.

Referring to previous comments from Mr N Troke, Cllr Mumford noted that “interests” were a major problem and much hinged on an accurate understanding of what a “prejudicial interest” was. He commented that there was a back history of people being intimidated in meetings by Cllrs unable to speak but still remaining present within the meeting.

Mr S Hitch, local resident, advised that an employee of Sir Simon Day had started cutting hedges in Thornham on the Ermington/Ivybridge road quite drastically over the previous week and had not only left the job half done, driven on the wrong side of the road but also left debris to block drains etc. Mr Hitch added that he had also been struck by a piece of flying wood which had shot across the road during the hedge cutting. Cllr Mumford queried whether the operative could have had requisite Chapter 8 training; he added that he would flag up the matter with Highways.

Action: Cllr W Mumford

The Chair also reported that Highways contractors had been called out to fill two small potholes near to a particular property whilst ignoring all the others in the vicinity. Cllr Mumford responded that contractors could not be expected to go out looking for all the potholes in the county and that people should take the opportunity to report these themselves via a very useful facility on the DCC website.

District Councillor Lindsay Ward

Cllr Ward reported on various matters as follows –

- SHDC and WDBC had agreed to replace their retiring Chief Executive by piloting an Executive Director model of working. Current Corporate Directors Alan Robinson and Tracy Winser have been appointed as Joint Executive Directors to lead the Councils for an interim period. Mr Robinson would take on the Head of Paid Service and Community roles, with Ms Winser being responsible for the T18 programme and leading on resources for the two councils.
- SHDC had been told by central Government that it would receive a settlement of £3.696 million in 2014/15, which was £50,000 better than had been anticipated.
- SHDC had approved a motion whereby it would support and resource (where possible) projects that provide for young people’s housing needs (Cllr Ward was involved).
- SHDC had agreed the implementation of a proposed cost neutral local Council Tax Reduction scheme for 2014/15 (there would be a hardship fund).
- The South Hams was in the top 3 when it came to recycling in Devon. 54% of waste in the District was recycled, composted or reused in 2012 to 2013.

PCSO Potter also undertook to see if he could obtain the light-up speed warning sign for deploying at a number of locations within the parish.

PCSO Potter left the meeting at 7.50pm.

(b) Public Questions

Conduct of Parish Council Meetings

Mr N Troke, Westlake Farm, queried the purpose of being an Ermington Parish Councillor, suggesting that the issue of “prejudicial interest” was effectively gagging Councillors. He referred to previous Minutes where Cllrs N Toms and I Walsh had asked for the words “prejudicial interest” to be inserted before the words “pecuniary interest” in both the Parish Council’s Standing Orders and Code of Conduct. The Chair advised that recent informal discussions within the Parish Council had highlighted the importance of sharpening definitions in relation to the matter of interests and whether a member with an interest should in fact be able to contribute to discussions (whilst still not voting) and Cllr Hughes added that this would be the subject of formal discussion at a future meeting of the Parish Council.

Action: Cllr R Hughes

Recreation Field

Mr R Knightly advised that the mole catcher had now received his orders from SHDC the previous day and had subsequently been at work on the field.

The Chair advised the District Councillors that the evergreen hedge by the children’s play park was protruding into the play equipment and some large branches presented a health and safety hazard to the children.

Action: Cllrs Holway & Ward

(c) District and County Councillor Reports

County Councillor William Mumford

Cllr Mumford reported that lots of work had been going on keeping on top of all the problems caused by the recent gales and floods over the previous three weeks. He added that he had brought to the attention of South West Water and the Environment Agency concerns over the River Erme and the live sewerage main. Cllr Hughes advised that she had met with a representative from South West Water prior to Christmas and they were fully aware of the erosion of the bank and the change in course of the river and that they ultimately be faced with putting a pipe and pumping station under the road; the problems with this section of the Erme were however related to riparian rights and therefore the landowner’s problem and not that of South West Water.

Cllr Hughes highlighted that the river was now just feet from the road in the vicinity of the stile by Plantation House and she believed that some kind of joined up approach was required as had been adopted in Torbay where a Lottery grant had been applied for in relation to flood defence work. Cllr Hughes suggested that perhaps SW Water, Highways, the landowner, the Environment Agency and

ERMINGTON PARISH COUNCIL

Minutes of the Meeting of Ermington Parish Council held in the Parish Rooms on Tuesday 7th January 2014 commencing at 7.30pm

Present: Cllrs Marina Auburn, Tim Auburn, John Bower, Grant Elliott, Roy Hartwell, Ro Hughes, John Kerlake, Ian Walsh, Di Webley

Also present: County Councillor W Mumford; District Councillors T Holway and L Ward; PCSO A Potter (Police); Ms D Trower (Parish Clerk)

Parishioners present: 6

Chair: Cllr R Hughes

001/14

(a) Police Report

PCSO Potter reported December's crime figures as follows –

Westlake area

Overnight 7th / 8th criminal damage, *sign damaged [JI/13/1042]

Overnight 7th / 8th theft, *sign stolen [JI/13/1049]

Overnight 14th / 15th criminal damage, *sign damaged [JI/13/1064]

*wind turbine protest signs

Lee Mill Industrial Estate

7th shop lifting, enquiries ongoing [JI/13/1039]

Vehicle Speeds

PCSO Potter advised that recording of vehicle speeds both ways through Town Hill (an advisory 20mph speed zone) in the village centre had taken place over the week commencing 1st to 8th November; the speed of 2,575 vehicles had been recorded. PCSO Potter circulated the resultant statistics which demonstrated there was a problem with speeding, although not a major one; these figures would now go to a SCARF meeting for consideration in due course.

The Chairman advised that the Parish Council was also seriously concerned about the speed of vehicles on the Totnes road between the two junctions of Bunkers Hill and Town Hill. PCSO Potter undertook to arrange for future monitoring of this stretch of road.

Cllr L Ward reported that in Kingston parish the 20mph logo and slogan "20 is plenty" is featured on the front of the parish magazine etc, to provide an extra layer of reminder to local residents.