



**ROCKBEARE  
PARISH COUNCIL**

## Appendix A

Chairman: Jeremy Wollen

Clerk: Carolyn May  
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### **MINUTES OF ROCKBEARE PARISH COUNCIL MEETING HELD ON WEDNESDAY 13<sup>TH</sup> DECEMBER 2017**

**PRESENT:** Cllr Jeremy Wollen (Chairman) and Cllrs: Colin Please, Jonathan Allen, Mark Readman and Ron Forrest

**Also in attendance** – Two members of the public

**Carolyn Y. May: Clerk**

**APOLOGIES:** Cllr. Kirk-Willis; Cllr. E. Rylance (EDDC)

**236.0 DECLARATIONS OF INTEREST:** None

**237.0 MINUTES:** The Minutes of the last meeting of Rockbeare Parish Council held on **Wednesday 15<sup>th</sup> November 2017**, at Rockbeare Village Hall were considered.

**238.0** It was **proposed by:** Cllr. Forrest, **seconded** by Cllr. Allen and **RESOLVED** that the Minutes represented a correct record of that meeting and should be accepted by the Council. Unanimous. **Carried.**

The Minutes were duly signed by Cllr. Wollen (Chairman)

**239.0 REPORTS:**

239.1 The Chairman reported that he had met with Helen Selby (Devon Highways) at Silver Lane bridge, to discuss the works to be undertaken in order to divert flood water into the culvert, rather than down silver Lane. He had also met with Mr. Ivan Randall to inspect sites throughout the village that would benefit from ditch clearance.

239.2 The Chairman reported that he had attended a meeting at Younghayes Centre with Cllr Readman. The meeting had been arranged to discuss the Cranbrook expansion plans.

239.3 No other reports had been received.

## 240.0 PLANNING MATTERS:

240.1 To consider planning application **17/2600/FUL** - noted

240.2. **Planning Determinations** – noted

## 241.0 BUSINESS & FINANCE:

241.1 To receive the I&E Statement for November 2017 – accepted noted

241.2 Cllr. Allen noted that the 'General Administration Budget' (GAB) had been exceeded. The Clerk advised the Members that this situation had arisen because of the cost of producing the village newsletter being charged to the GAB. It was **agreed** that a 'Parish Newsletter' budget head would be introduced, when the 2018/19 budget is set.

241.3 **To approve payment of the following invoices:**

|        |                        |                |
|--------|------------------------|----------------|
| 400514 | Rockbears Village Hall | 50.00          |
| 400515 | Rockbears Village Hall | 35.00          |
| 400516 | C. Y. May – salary     | 345.48         |
| 400517 | C. Y. May – expenses   | 82.70          |
| 400518 | HMRC                   | 37.40          |
|        | <b>TOTAL</b>           | <b>£550.58</b> |

Cllr Allen noted that the payment to HMRC had not been listed on the payment schedule. The Clerk advised that this had been received by the Clerk after the publication of the Agenda.

It was **proposed** by Cllr. Allen, **seconded** by Cllr. Forrest and **RESOLVED** that the payment schedule for (including the additional HMRC payment) should be approved. Unanimous. **CARRIED**

## 242.0 Correspondence

### 242.1 Forgotten Village

Members were advised that a parishioner had complained about a number of matters relating to the condition of roads in the village; the level of rubbish in the village; the overgrown hedge at Stoneylands; the failure to empty bins and the litter in Parsons Lane.

Cllr. Wollen advised the meeting that he had inspected the ditch at Parson's Lane and noted that the litter was still present in the same. The Clerk had spoken with EDDC about this matter and had been assured that the area would be cleaned by the 10<sup>th</sup> instant. He added that he would check the area again to see if the work had been undertaken.

The Clerk advised the Meeting that she had reported the overgrown hedge to both EDDC and Devon Council. It was **agreed** that the Clerk would contact DC to ascertain if it was possible for the Parish Council to issue a letter to the householder, requiring the hedge to be trimmed and, in the event of the request

not being complied with, instructing Devon Council (Highways) to carry out the task and invoice the householder for the service.

The Clerk would draft a letter to the householder, passing the same to the Chairman for signature.

#### 242.2 **Airport (Unlawful Parking)**

The Clerk read out to Members, the responses received from Mr Matthew Roach and Ms. Helen Selby, in respect of the above detailed matter.

Cllr. Forrest stated that the response from Mr Roach did not address the real issue, namely that of local people dropping off/ collecting passengers at the airport. The problem does not relate, as alluded to by Mr Roach, to people flying into/ out of the airport.

The Clerk was asked to correspond with Mr Roach again, explaining the precise nature of the problem.

#### 243.0 **Neighbourhood Plan Update**

243.1 Cllr Readman reported that the 4<sup>th</sup> December 2017 deadline for the submission of comments on the Rockbeare NP had now passed. The steering group is now in the process of evaluating the responses. The NP Steering Group is scheduled to meet in early January and the result of the consultation will be advised to the Parish Council at its next meeting on 17<sup>th</sup> January 2018.

#### 244.0 **Highways Issues**

244.1 the Parish Clerk advised the meeting that she had corresponded with Sir Hugo Swire (MP) in relation to the issues affecting the roads/ lanes in the area and had also included the matter of the bridge over the A30. The Clerk's communication has been acknowledged by Sir Hugo's Secretary and we are now awaiting a response to the same.

244.2 Cllr Forrest advised the meeting that the patching undertaken on local roads/ lanes did not alleviate the difficulties experienced by local motorists and enquired if the Parish Council could initiate legal action against Devon Council, in respect of the long delay in carrying out the required repairs. Cllr Forrest also requested that the Clerk correspond with Devon Highways (Helen Selby), requesting that the process for closing roads (Watery Lane) is explained.

244.3 Cllr Forrest asked whether the Parish Council could hold an open meeting to discuss the issue of the proposed gypsy sites, to be situated at either end of the Cranbrook development area.

244.4 Cllr Forrest advised that the damage to the village green at Westcott, caused by vehicles from the FAB project, has encouraged other vehicle users to cross the grass, rather than negotiate the turn in the road. The area is rapidly deteriorating, and it was **agreed** that the Parish Clerk would correspond with the hauliers, requesting that they donate towards the reinstatement of the green (estimate £800.00).

244.5 It was reported that several panels are missing from the wooden bridge at Parsons Lane. It was **agreed** that the Clerk would report the matter to Helen Selby at Devon Highways.

#### **245.0 Flooding Issues – Update**

245.1 Mr Ivan Randall reported that work had concluded at Silver Lane Bridge. He stated that, if the east side stream is kept clear of debris, the drainage system should work but that the situation might be improved with the removal of earth.

245.2 Mr Randall advised the Members that a survey site had recently been carried out in the area of Rockbears Manor, in relation to drainage issues. The survey highlighted the fact that both water and sewerage were draining into the same pipe. This finding has now been reported to SWW.

245.3 All grips in the village have been cleared.

245.4 The Early Warning system documentation has been forwarded to the relevant person but no response in relation to the system becoming live, has been received yet. Mr Randall will discuss the matter with the relevant person, prior to the next PC meeting.

Cllr Readman advised that the following information is required:

- Has the system been calibrated;
- Is the system working;
- What is the process for advising residents (communications network).

245.5 Ditch clearing has been arranged. It was felt that there was no requirement to remove the dug-out spoil from the area. Rather, the spoil could be put onto the existing banks. The digging will commence at the gates of the Manor; the ditches at the end of Parson's Lane require to be dug deeper and the spoil piled onto the bank in order to raise the same and retain the stream; all ditches from the end of the lane to Birch End will be cleared.

245.6 The Clerk is to contact Glanville's and advise that Mr Randall is authorised to liaise with them on this matter.

#### **246.0 Public Session – no items raised**

**The meeting closed at 8.25 p.m.**

## **PART II CONFIDENTIAL MATTERS**

**At 8.30 pm, Members entered into Committee discussions.**

**8.50 p.m. The meeting closed**

SIGNED \_\_\_\_\_

Date: \_\_\_\_\_

DRAFT

## CLERKS ACTIONS

|                              | Action  | Status   |
|------------------------------|---|--|
| <b>Public Session</b>        | <b>The Clerk to obtain quotations for painting the bus shelter – approach YMCA to carry this out.</b>   | Request sent to Gareth Sorsby 071117.<br>Ongoing   |
| <b>Correspondence</b>        | It was <b>agreed</b> that the Clerk would correspond with Mr Noel. Draft to Members.  | Draft letters sent to Members 20/11/2017.<br>Letter posted to Mr Noel – 21112017 – no response |
| <b>Finance 241.2</b>         | It was <b>agreed</b> that a 'Parish Newsletter' budget head would be introduced, when the 2018/19 budget is set.  | Completed  |
| <b>Correspondence 242.1</b>  | It was <b>agreed</b> that the Clerk would contact DC to ascertain if it was possible for the Parish Council to issue a letter to the householder, requiring the hedge to be trimmed and, in the event of the request not being complied with, instructing Devon Council (Highways) to carry out the task and invoice the householder for the service. | Matter inspected by Helen Selby and resolved   |
|                              | It was <b>agreed</b> that the Parish Clerk would consider registering the land at the triangle in the name of the Parish Council.   | <b>Research undertaken 211117. Require authority to incur costs.</b>                           |
| <b>Airport Parking 242.2</b> | The Clerk was asked to correspond with Mr Roach again, explaining the precise nature of the problem.  |  |
| <b>Highways</b>              | Cllr Forrest also requested that the Clerk correspond with Devon Highways (Helen Selby), requesting that the process for closing roads (Watery Lane) is explained.  | Letter written 18/12/17  |
| <b>Westcott Green</b>        | It was <b>agreed</b> that the Parish Clerk would correspond with the hauliers, requesting that they donate towards the reinstatement of the green (estimate £800.00).   | Letter written 18/12/17  |
| <b>Drainage</b>              | The Clerk is to contact Glanville's and advise that Mr Randall is authorised to liaise with then on this matter.  | Completed – 14 <sup>th</sup> December 2017   |
| <b>Parsons Lane - Bridge</b> | It was <b>agreed</b> that the Clerk would report the matter to Helen Selby at Devon Highways.   | Letter written 18/12/17  |