



**ROCKBEARE
PARISH COUNCIL**

Appendix A

Chairman: Jeremy Wollen

Clerk: Carolyn May
A103, Victoria Advent House, Station Approach. Victoria,
Roche, Cornwall PL26 8LG
Telephone: 01726 210135
Email: clerk@rockbeare.eastdevon.gov.uk
Web: www.rockbeareparishcouncil.co.uk

MINUTES OF ROCKBEARE PARISH COUNCIL MEETING HELD ON WEDNESDAY 17TH JANUARY 2018

PRESENT: Cllr Jeremy Wollen (Chairman) and Cllrs: Colin Please, Jonathan Allen, Mark Readman, Ron Forrest, Janette Kirk-Willis

Also in attendance – Three members of the public; Councillor Ray Bloxham (Devon Council)

Carolyn Y. May: Clerk

APOLOGIES: None

247.0 DECLARATIONS OF INTEREST: None

248.0 MINUTES: The Minutes of the last meeting of Rockbeare Parish Council held on **Wednesday 13th December 2017**, at Marsh Green Village Hall were considered.

248.1 It was **proposed by:** Cllr. Please, **seconded** by Cllr. Forrest and **RESOLVED** that, with one amendment (at 245.2 – removal of ‘of Rockbeare Manor’) 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)

249.0 REPORTS:

249.1 The Chairman reported that he had identified a suitable notice board for erection at ‘the triangle’ in the village. He added that the cost of the same would be in the region of £600.00 - 700.00.

Cllr. Readman stated that he wished to object to the provision of a notice board at the stated location, for the following reasons:

- Notice boards rapidly become untidy;
- Nobody takes any notice of information posted;
- Nobody takes down out of date notices.
- Somebody would have to be appointed to look after the board.

Members **agreed** that the matter should be put on hold.

- 249.2 The Chairman reported that the overgrown hedge at Birch End had still not been cut. The Clerk advised that Helen Selby (Highways) had advised the Clerk that she had attended at the area and the hedge had been cut. Cllr Wollen stated that the hedge was still overgrown. It was **agreed** that the Clerk would report this matter to highways again.
- 249.3 The Chairman reported that he had received an email from a parishioner, in which it is reported that drains on Clay Hill are blocked. It was **agreed** that the Parish Clerk would report this matter to Highways.
- 249.4 It was noted that the bottles in the ditch at Parsons Lane have not been cleared. The Clerk advised the meeting that she had discussed the matter with a representative of EDDC and that it had been agreed that a Risk Assessment would be carried out by EDDC and the bottles cleared thereafter. It was **agreed** that the Parish Clerk would follow the matter up.
- 249.5 **Report from Cllr Bloxham (CC)** – Cllr Bloxham advised the meeting that Devon Council was one, of only ten Councils in the country, which had been granted the right to retain all its Business Rates in the future. Therefore, the county would become ‘self-sufficient’. He added that this was a better proposition for the county, from a financial viewpoint.
- 249.6 Cllr Bloxham advised all present of the new ‘NHSquicker’, free application (App), which provides live waiting and travel times for NHS services providing urgent care across Devon and Cornwall. NHSquicker provides information about the healthcare services available, based on the users’ location, helping the user to choose the correct service and spend less time waiting for the same.
- The combined travel and waiting times estimate how long it will take you to be seen by each service. Emergency departments are often busy, and for a minor injury, you could be seen quicker elsewhere.
- 249.7 Members were advised that the Devon Council ‘Great Strategic Plan’ will be published in two months’ time.
- 249.8 No other reports had been received.
- 250.0 PLANNING MATTERS:**
- 250.1 To consider planning application **17/3004/FUL** – No Objection.
- 250.2 To consider planning application **17/2254/MRES** – Members wished to ‘reserve comments on this matter.
- 250.3 **Planning Determinations** – noted

251.0 BUSINESS & FINANCE:

251.1 To receive the I&E Statement for December 2017 – accepted and noted

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

400519	Rockbeare Village Hall (Youth Club)	40.00
400519	Rockbeare Village Hall (Parish Council)	15.00
400520	Rockbeare Village Hall (M&T Group)	25.00
400521	Kennford Tarmacadam Ltd	5713.20
400522	Elizabeth Rose (Playground Inspection)	85.00
400523	Paul Weston (NP)	3255.00
400524	Carolyn May (Salary)	382.68
400525	Clerks' Expenses	82.70
Total		9,598.00

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

251.3 During deliberations, in relation to the payment schedule, Cllr Forrest raised a series of concerns about the Youth Club service being provided to the Parish Council. He stated that questions raised with the provider resulted in 'opaque' responses. In particular, Cllr Forrest wished the Parish Council to be advised of the following:

- How is the sum of £ 11,000 being spent?
- How many attendees are there?
- How long do the attendees remain with the youth club?
- What are the staff undertaking with attendees?

Members were of the belief that the questions raised should be properly addressed by Garth Sorsby (YMCA). It was noted that there had been no reports received from the YMCA, relating to membership/ attendance at the youth club, since its' 're-launch'. The clerk stated that her letter, requesting the youth club members to undertake the painting of the bus shelter in the village had remained unanswered.

Cllr Bloxham detailed the process employed by Cranbrook Town Council for the procurement of Youth Club services, stating that their provider was obliged to attend at the Council meeting and bid for funding – as part of the budget process.

It was **proposed** by Cllr. Forrest, **seconded** by Cllr. Please and **RESOLVED** that no further monies should be made available to the youth club (YMCA) until there is a collective agreement between the Members relating to the manner in which the Parish Council should proceed with the same and until the YMCA representative has satisfactorily answered the questions raised. Unanimous. **Carried**.

It was further **agreed** that the Parish Clerk should not instigate correspondence with Mr Sorsby (YMCA) in relation to the youth club but that she should await communication from him.

252.0 Correspondence

The Parish Clerk read out two emails received from Devon Highways, relating to repairs to Westcott Lane and the areas surrounding.

The Parish Clerk read out an email from Helen Selby (Devon Highways) relating to the closure of Watery Lane (Westcott Lane) and the reasons for the same.

The Parish Clerk read out a letter from the FAB Project Manager, offering the sum of £1,000.00 in respect of damage caused by lorries from the site to the village green at Westcott. It was **agreed** that the sum should be accepted.

The Parish Clerk read out a letter from the Neighbourhood Policing Team.

The Parish Clerk read out a letter of thanks from the Chairman of Rockbeare Parish Hall. The ramp, for which the Parish Council had provided £200.00 was now ready to be installed.

253.0 Neighbourhood Plan Update

253.1 Cllr Readman reported that, after 2 ¼ years, the Parish Plan was now ready to be sent to independent review. He requested the approval of the Parish Council to undertake that task.

Cllr. Wollen (Chairman) again congratulated Cllr Readman on the sterling work undertaken, in relation to the Neighbourhood Plan.

253.2 It was **proposed** by Cllr Please, **seconded** by Cllr Forrest and RESOLVED that the Parish Plan should be forwarded for independent review. Unanimous. **Carried**

254.0 Budget & Precept Setting

254.1 Members considered the budget documents provided. It was noted that current Parish Council spend (from April – December 2017) was £13,515.50 and that the 'estimated spend for the financial year was approximately £26,000. Cllr Allen asked the Clerk to explain the level of 'projected spend', as this represented a doubling of the 'spend to date'. The Clerk advised that there were a number of large payments to be made but that the balance of projected spend had been estimated, erring on the side of caution.

It was agreed by Members that many of the large sums expended recently would not be replicated in the next financial year. The Clerk added that she would continue to source appropriate funding streams to supplement the precept.

254.2 It was **proposed** by Cllr. Readman, **seconded** by Cllr Forrest and RESOLVED that there would be no increase to the Parish Precept for financial year 2018/19. Unanimous. **Carried**.

255.0 Highways Issues

- 255.1 The closure of the lane between Marsh Green and Westcott was discussed. Cllr Bloxham stated that the road had been closed following storm damage. Cllr Forrest stated that the road had been closed in 2015, without authority to do the same. The Clerk stated that she had raised the closure with Helen Selby, who had responded stating that a permanent closure would require consultation. Cllr Forrest stated that there had been no consultation and therefore the closure was unlawful. He added that the road was becoming irreparable without the need for major rebuilding.
- 255.2 Cllr Bloxham advised that he will take all of the highway matters back to Devon Highways.

256.0 Flooding Issues – Update

- 256.1 Mr Jeremy Honeywil advised the Members that he has now set up an account in respect of the telemetry system and that recipient lists were now being compiled, along with the message narrative. The matter had been featured in the Parish Newsletter.
- 256.2 It has been proposed that the alert water level should be set at 1.2 m in order to avoid numerous alarm calls being sent to parishioners.
- 256.3 Mr Ivan Randall reported that there were a number of outstanding matters he wished to raise:
- Bottles remain at Parsons Lane;
 - The bridge at Parsons Lane has not been repaired;
 - Gribble Lane bridge;
 - Trees on the Manor land blocking the channels and causing an obstruction;
 - The trash screen is clogged with bottles, caps and rubbish and
 - The ditch needs cleaning out (Richard Hosken is to clear the ditches after the hedge cutter finishes his work).
- 256.4 Mr Randall reported that he had spoken with Paul Miller from Glanville's about ditch clearing. The matter of road closure arose. Mr Randall stated that he would not 'authorise anything without speaking to Helen Selby first'. The Clerk then requested that any agreement reached should be communicated to the Clerk.

Mr Randall alluded to the proposal made by Mr Miller, relating to the provision of a swing shovel and trailer and the question of where the spoil should be dumped (Highways dump?)

Mr Randall and Cllr Forrest had inspected a road gate entrance at Westcott, stating that the stones placed into the ditch at the gate-mouth should be removed; a pipe laid and; the stones replaced. However, this would require Section 38 approval (road closure).

- 257.0 Public Session** – Mr Randall stated that his comments during the public session in December 2017 had not been recorded. Cllr Readman advised that the comments made about the NP had been included in the document. Mr Randall stated that his

other comments had not been noted in the Minutes. The Clerk advised that there was no requirement to do so.

The meeting closed at 8.50 p.m.

CLERKS ACTIONS

	Action	Status
Public Session	The Clerk to obtain quotations for painting the bus shelter – approach YMCA to carry this out.	Request sent to Gareth Sorsby 071117. Ongoing
Correspondence	It was agreed that the Clerk would correspond with Mr Noel. Draft to Members.	Draft letters sent to Members 20/11/2017. Letter posted to Mr Noel – 21112017 – no response
Finance 241.2	It was agreed that a 'Parish Newsletter' budget head would be introduced, when the 2018/19 budget is set.	Completed
Correspondence 242.1	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.	Matter inspected by Helen Selby and resolved. Raised again on 17/01/18 – matter not resolved. CM to contact Helen Selby again.
Airport Parking 242.2	The Clerk was asked to correspond with Mr Roach again, explaining the precise nature of the problem.	On-going
Westcott Green	It was agreed that the Parish Clerk would correspond with Chris Jenner to accept the offer of £1,000	Letter written 18/01/18
Parsons Lane	It was noted that the bottles in the ditch at Parsons Lane have not been cleared. The Clerk advised the meeting that she had discussed the matter with a representative of EDDC and that it had been agreed that a Risk Assessment would be carried out by EDDC and the bottles cleared thereafter. It was agreed that the Parish Clerk would follow the matter up.	On-going
	The Chairman reported that he had received an email from a parishioner, in which it is reported that drains on Clay Hill are blocked. It was agreed that the Parish	Reported

	Clerk would report this matter to Highways.	
--	---	--

DRAFT