



### Minutes of Full Council meeting 6<sup>th</sup> June 2017

| <b>Present</b>              | Chairman Cllr Willis, Vice Chairman Cllr Dodd, Cllrs Jeffery, Payne, Austin, Chudley, Musialski, Jones, Wimberley, Arnold and Hodges |   |  |
|-----------------------------|--|---|--|
| <b>In attendance</b>        | County Councillor Brook (part meeting) Julie Lammin (Clerk)  |   |  |
| <b>Apologies accepted</b>   | Cllr Simpson   |   |  |
| <b>Dispensations</b>        | None   |   |  |
| <b>Public Session:</b>      | No members of the public present.  |   |  |
| Item No                     | Topic  | Discussion points   | Outcome/action   |
| 72/2017<br>Cllr Jane Willis | Draft minutes of the Annual Council meeting dated 02.05.17   | Draft minutes had been circulated with the agenda.  | Proposal: Accept as a true record<br>Proposer: Cllr Austin<br>Seconder: Cllr Payne<br>Unanimously carried  |
| 73/2017<br>Cllr Jane Willis | Draft minutes of the Full Council meeting dated 02.05.17   | Draft minutes had been circulated with the agenda.  | Proposal: Accept as a true record<br>Proposer: Cllr Austin<br>Seconder: Cllr Arnold<br>Unanimously carried   |
| 74/2017                     | Audit – Approve Annual Governance Statement relating to Accounts for year ending 31 March 2017                                       | Standing orders were suspended to allow Sian Colridge (Internal Auditor) to speak. Copies of the governance statement were circulated. Sian stated she was satisfied with the accounting practices and internal controls in place. Standing orders were reinstated. | Proposal: Approve annual governance statement<br>Proposer: Cllr Chudley<br>Seconder: Cllr Hodges<br>Unanimously carried  |
| 75/2017                     | Audit - Approve the Accounting Statement relating to Accounts for year ending 31 March 2017  | Standing orders were suspended to allow Sian Colridge (Internal Auditor) to speak. A set of accounts including the accounting statement was circulated. Any substantial differences to the previous year were explained. Standing orders were reinstated.           | Proposal: Approve accounting statement as presented<br>Proposer: Cllr Chudley<br>Seconder: Cllr Hodges<br>Unanimously carried<br><br>A unanimous vote of thanks was given to Sian Colridge for her contribution. |
| 76/2017<br>Cllr Jane Willis | Matters arising from approved minutes:<br>1. Item 62/2017 no.1 Car Parks<br><br>2. Item 63/2017 no. 1. Freemason's Hall              | Still waiting for figures from Teignbridge District Council (TDC).<br><br>Councillors were made welcome when they visited the hall on 15 <sup>th</sup> May.   | When figures are received a meeting with Tonya Short will be arranged.<br><br>The business hopes to move in soon.  |

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|                                     | <p>3. Item 63/2017 no. 2. George Bidder – meeting to discuss memorial options.</p> <p>4. Item 63/2017 no. 3. DNPA consultation workshop 12<sup>th</sup> June 2pm</p>  | <p>David Cannon, Margaret Spittles, Georgie Lingard, Bill Hardiman and Jane Willis met recently. Advice is being sought regarding the bust and plinth and their suitability to be positioned outside. It was suggested that the first bridge on the Wray Valley Trail to be called Bidder bridge and possibly use the brass plaque summarising his life. The Institute of Engineers may help with any costs incurred.</p> <p>3 places are booked. Cllrs Willis and Payne will attend. It was suggested a Housing Working Group rep attend.</p> | <p>Proposal: Approach Dartmoor National Park Authority (DNPA) for permission to name the first bridge on the Wray Valley Trail Bidder Bridge<br/>Proposer: Cllr Willis<br/>Seconder: Cllr Payne<br/>Carried</p> <p>John Willis, Chairman of the Housing Working Group, will be asked to attend.</p>                         |
| <p>77/2017<br/>Cllr Jane Willis</p> | <p>Matters under Chairman's discretion</p>  | <p>A letter from Bob Arnold regarding his intention to close the town's branch of Arnolds this month was received. Subsequently Larry Kuiper has taken over the shop. He is in talks with TDC about acquiring the toilet block in Station Road for storage. Cllr Willis stated the importance of maintaining a range of shops to help the town stay vibrant. She suggested if Larry needed some help that the Council could write a letter of support. Councillors agreed to writing such letter in principle should it be required.</p>       | <p>Noted</p>  |
| <p>78/2017<br/>Cllr Jane Willis</p> | <p>Annual Parish meeting held on 20th May 2017</p>  | <p>The event was widely advertised. There was some disappointment with attendance but it was noted it coincided with other town activities such as the annual skip and a town outing. The housing topic promoted a few small enquiries. Thanks were given to those who came and helped.</p>  | <p>Noted</p> <p>The exhibition material will be displayed in the Library for two more weeks.</p>  |
| <p>79/2017<br/>Cllr Hugh Arnold</p> | <p>Finance and Policy</p> <ol style="list-style-type: none"> <li>1. Agree Terms of Reference</li> <li>2. Sentry seating area – recommended ground works contractor</li> <li>3. 1<sup>st</sup> round Grants 2017/18</li> </ol> | <p>No changes to the existing TORs were recommended</p> <p>Three quotes were received. One was much higher. Two were similar but one did not include oak slats. F&amp;P recommendation was to accept quote from Tim Sutcliffe</p> <p>The PPG was awarded £100.00 for an information</p>  | <p>Proposal: Accept Terms of Reference (unchanged) and recommendation that Tim Sutcliffe's quote for the Sentry Seating Area project (ground works) is accepted<br/>Proposer: Cllr Arnold<br/>Seconder: Cllr Austin<br/>Unanimously carried</p> <p>Proposal: To make grant payment originally agreed for the PPG to the</p> |

|                              |   |  |   |
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|                              | Grant of £100.00 awarded to the Patient Participation Group (PPG)                             | leaflet. The PPG are not an organisation in their own right but part of the Health Centre. The PPG have requested that the grant be paid to the Health Centre. It was decided that the grant could be paid to the Health Centre, stating this was not common practice, would be a one off and is specifically for the leaflet.   | Health Centre specifically for publication of the information leaflet<br>Proposer: Cllr Arnold<br>Seconder: Cllr Austin<br>Unanimously carried  |
| 80/2017                      | Review and agree Standing Orders  | No changes were proposed   | Proposal: Agree to continue with the existing Standing Orders<br>Proposer: Cllr Payne<br>Seconder: Cllr Hodges<br>Carried   |
| 81/2017                      | Casual vacancy  | Councillor Jones has officially resigned for health reasons. TDC have been informed. A casual vacancy has been advertised, the deadline is 20 <sup>th</sup> June. If an election is not required then the Council will be given permission to co-opt.  | Noted.<br>Councillors signed a card of thanks.  |
| 82/2017<br>Cllr Bas Payne    | Internal Financial Regulator's Report   | Not checked for this financial year yet  | Noted   |
| 83/2017<br>Cllr Mike Jeffery | Planning<br><br>1. Agree Terms of Reference<br><br>2. 0245/17 Freemasons Hall – change of use | One minor amendment was made changing the meeting day from Thursday to Tuesday<br><br>No physical changes are planned to the internal structure. The hall will become an open plan office. The application is for change of use.   | Proposal: Agree TORs including the minor amendment<br>Proposer: Cllr Chudley<br>Seconder: Cllr Austin<br>Carried<br><br>Proposal: To support the application and welcome the change of use which could bring employment opportunities to the town<br>Proposer: Cllr Willis<br>Seconder: Cllr Austin<br>Carried        |
| 84/2017<br>Cllr Paul Dodd    | Open Spaces<br><br>Monthly Report (attachment no.1)   | Cllr Dodd summarised the checklist noting all areas are good or satisfactory. In addition:<br>1. Geneva island – concerns have been reported regarding traffic on the right hand side of the road from Lime Street on to Fore Street.<br>2. Bench request – Dot Stevens family have requested a plaque on a bench of the new seating area because it is on the Carnival route.<br>3. The fallen tree on cycle path has been cleared. | This is not illegal because there are no "keep left" signs. For some larger vehicles it is necessary for them to go on the right hand side to be able to turn right.<br><br>It was felt a plaque in the sentry could set a precedent and an alternative site on the carnival route will be investigated.<br><br>Noted |

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|   |                                    | <p>4. An abandoned car in Station Road car park - reported and removed.</p> <p>5. Tegan Preston is the new Highways Officer for our area.</p>  | <p>Noted</p> <p>Tegan has been made aware of current highways issues in the town such as parking restrictions and damaged bollards.</p>  |
| 85/2017<br>Cllr Mike Jeffery              | District Councillor's Report       | Nothing to report.   | Noted  |
| 86/2017<br>Cllr Jerry Brook               | County Councillor's Report         | <p>Cllr Willis invited County Councillor Brook to meet and discuss some of the current topics facing the town such as the Bowring library building, Wray Valley Trail and Nedcare.</p> <p>Councillor Brook reported:</p> <ol style="list-style-type: none"> <li>1. Bowring library building – he has raised this issue with John Harte (DCC). Some of the necessary repairs would not add value and suggested considering lottery funding. He confirmed he will do all he can to help the town get the result it wants.</li> <li>2. Parking restrictions – he is aware of the error and will make enquiries to see if they can be rectified asap.</li> <li>3. DCC are planning to widen the A382 from Drum Bridges to Newton Abbot.</li> <li>4. Hanson are applying to extend the life of the quarry on the Teign Valley road after which it is likely to “returned to nature”.</li> <li>5. TDC are considering a large housing development off the A382.</li> </ol> | <p>A Monday to be arranged.</p> <p>Councillor Bas Payne offered to meet outside of this meeting to fully update Council Brook on progress.</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> |
| 87/2017<br>Julie Lammin<br>Clerk          | Approve accounts (attachment no.2) | A list of payments was circulated. The Clerk requested an additional payment for £35.00 for anniversary flowers be included  | <p>Proposal: Agree payment with additional payment for anniversary flowers</p> <p>Proposer: Cllr Chudley</p> <p>Seconder: Cllr Jeffery</p> <p>Carried</p>  |
| 88/2017<br>Julie Lammin<br>Clerk          | Correspondence                     | Most correspondence had been circulated by email. Cllr Willis read out the letter from Bob Arnold regarding the shop closure after 22 years.   | Noted.   |
| The Chairman closed the meeting at 8.15pm |                                    |  |  |
| Signed:                                   |                                    | Cllr Jane Willis (Chairman)  | Date:  |

MPC mins 6.6.17 Attachment no.1

Open Spaces Monthly Inspection Report

Inspection carried out by: Paul Dodd

Date: June 2017

| Area                       | Comments                        | Action  |
|----------------------------|---------------------------------|---|
| The Sentry                 | All OK.                         | Grass has been cut. Picnic tables part re-wooded and painted  |
| Churchyard                 | All ok                          | Looks very tidy. Grass recently cut   |
| The Play Area              | Inspection completed            | Picnic table part re-wooded and painted. Minor maintenance done                                       |
| The Henge                  | Looks good                      | Grass cut   |
| The Pound                  | Looks good                      | Grass cut   |
| Cross Tree                 | Looks good                      | None  |
| Geneva Island/War Memorial | Ok                              | None  |
| Wheelwright's wheel        | Looks good                      | None needed   |
| Allotment                  | Area for more parking inspected | Await letter from allotment committee re parking space  |
| Seats/benches/Lamp posts   | All look good                   | Seat and salt bin at Greenhill painted  |
| Gates and Railings         | Library railings now ok.        | Two reflectors fitted   |
| Bus Shelter                | Still looking good.             | Will be painted this year   |
| Recycling                  | All checked once a week         | Cardboard emptied. Plastic bottles and glass bottles nearly full. Will check and report if necessary. |

New pay machine in Court street car park.

MPC mins 6.6.17 Attachment no.2

| MANDATORY PAYMENTS MAY 2017 (JUNE MEETING)                                 | AMOUNT |
|--|--------|
| MDT (office rent)  | 308.82 |
| OFFICE RATES   | 0.00   |
| J. LAMMIN (Clerk's salary - <b>paid</b> )                                  | 958.43 |
| PENINSULA PENSIONS (employer's and employee's contribution - <b>paid</b> ) | 287.86 |
| HMRC (PAYE and NI)   | 0.00   |
| OTHER PAYMENTS FOR AUTHORISATION   |        |
| TALK TALK (telephone and internet)   | 34.79  |
| COMMUNITY CLUB (venue hire 20/5 and 6/6)                                   | 30.00  |
| J LAMMIN (Refreshments - annual parish meeting)                            | 12.00  |
| CAME AND CO (insurance premium - <b>paid</b> )                             | 716.45 |
| MORETON SCOUTS (grant for tents)   | 100.00 |
| ROBERT AUSTIN (Churchyard/Pound/Henge cuts - MAY)                          | 460.00 |
| AMY'S (anniversary bouquet)  | 35.95  |
| ROBERT AUSTIN (Churchyard/Pound/Henge cuts - APRIL <b>paid</b> )           | 510.00 |
| TEIGN VALLEY NURSERY (Court St flower baskets)                             | 233.35 |
| T A SUTCLIFFE (Sentry cuts x 4/removal of library railings)                | 615.00 |