

PAYHEMBURY PARISH COUNCIL

**Draft Minutes of a Parish Council meeting held on Wednesday 8th July 2015 at 7.30pm
in the Parish Hall.**

1. Apologies for absence: Cllrs Leach, Disney, Hynam, PC Vickery & PCSO Anning
2. Minutes of the previous meeting were agreed and signed as correct.
3. Public Session: no business
4. Police Report: In the absence of the Police, the Clerk read out the report that 1 crime had been reported since the last meeting. This was damage to a parked vehicle in the village.
5. County Council Report: Cllr Diviani reported on the superfast Broadband roll out, and how BT has missed its targets. EDDC is trying to negotiate its own roll out to rural locations.
6. District Council Report: A split re-location of the EDDC Offices was confirmed with the main offices in Honiton and the Housing Department to be located in Exmouth. The EDDC Local Plan should be secured by the end of this year. Cllr Skinner reported that the parishioner complaints re: recycling lorries had been passed on. Cllr Eaton confirmed there had been an improvement on collection days. Cllr Skinner is scheduling a meeting with Mark Williamson – EDDC's Neighbourhood Plan Champion for the Tale Vale Ward.
7. Matters Arising: Plymtree Chapter 8 Agreement. The Clerk reported that Plymtree had accessed the DCC Road Warden Scheme, allowing volunteers to be Chapter 8 trained for purposes of road improvements within the Parish. The Road Warden Scheme is open to all Parishes, but is on a voluntary basis only. Suggestions for potential Road Wardens were given. Clerk to contact a couple to assess interest. Parish Route Maps: Clerk to work out routes for new Cllrs and to circulate as early as possible. Condition of road in village: Highways has confirmed the road in the centre of the village is scheduled to be levelled in early August.
8. Planning: Enforcement issues. Wall at Acacia Cottage – The Enforcement Officer has carried out a site visit and confirmed the height of the wall is within its enforceable limit, so no action required. Wall at Blue Anchor – likewise, it is thought the wall to be within the enforceable height limit, so possibly no need for action despite it being longer than on the plans. Enforcement Officer to carry out a site visit. A query was raised regarding the need for planning to build into roof space. Clerk to contact the Enforcement Officer for confirmation.

App number	Property	Details	Decision
15/0301/FUL	Tuck Mill, Payhembury	Conversion of existing barns to form 3 dwellings	Approved
15/0679/PMB	Victoria Dairy Payhembury	Change of use for 3 buildings to houses	Approved
15/1210/FUL	Mousehole Farm, Payhembury	Construction of garage / workshop	Awaiting decision
15/1105/FUL	The Annexe, Lower Tale Farm	2 Dormers, 4 roof lights & conservatory extension	Awaiting decision

9. Finance: The Clerk confirmed the Annual Return had been submitted. No response to date from the Audit Commission. The Bank Account signatories had been successfully changed. Cllr Robert Leach and Cllr Keith Williams are the 2 signatories required for each cheque. The clerk confirmed that Npower has now agreed that the electricity for the telephone box has been disconnected. There remains a query on the amount owed up to the disconnection date. It was recommended the Parish Council send a cheque for the amount we consider is owed.

Bank Balance as at 30th June: £6,172.11

Date		Receipts	Payments	Balance
	Bal brought forward			6,172.11
Unpresented Cheques				
02.07.15	DALC (Subscription)		138.85	
02.07.15	Sue Morris (Clerk expenses)		43.95	
02.07.15	Mr M Disney (Mid Devon Glass)		455.00	
02.07.15	AON (Insurance)		398.39	
TOTAL				5,135.92

Invoices agreed to be paid: Smiths of Derby (Service of church clock): £306.00; S. Morris (Waterloo Plot expenses): £52.50; Friends of Derriford Hospital Kidney Unit (Donation for Annual Meeting speaker): £40.00.

10. Village Pavement: The Clerk reported on the generous offer from Payhembury Provisions to put forward the £5,000 required for the 'design fees' with the pavement. The Council agreed to minimise the amount used by searching for other sources of funding and cutting the costs wherever possible. The Clerk also reported on the difficulties experienced with Highways in pushing the project forward. Cllr Diviani agreed to contact Tom Vaughan at Highways to establish where the problems may lie.

11. Waterloo Plot Shelter / Telephone Box: Cllr Williams reported that the 're-opening' of Waterloo Plot was a great success. Work is now progressing with the shelter. Cllr Leach has donated the wood, which is currently being cut. He would like to arrange a working party for September. Once a date has been set, a note to be put in the Parish Paper to encourage volunteers from the Village to help out. Clerk to add the bench to the Parish's Assets List and for the telephone box and bench to be added to the Insurance. Cllr Cox reported on information he had received on Defibrillators. The recommended product was a ZOLL at the cost of £1,200 incl. VAT. Cllr Cox to look at any funding opportunities available to Parishes.

12. Parishes Together: Last year's PTF was with Broadhembury to eradicate Japanese Knotweed. Some funds still remain and BPC has asked for further projects to the sum of £250.00. Cllr Cox reported that the Tale Valley Trust is carrying out further eradication between Payhembury village and the Tale, and funding could go towards this. Clerk to report back to BPC.

The current year's PTF is with Feniton (and other parishes) and will be clearing ditches and drains to improve the Highways. Feniton is obtaining the funds and will then circulate, by when the Parish route maps will highlight the areas within our Parish that are most needy.

Next year's PTF is now open. Broadhembury Parish Council has approached us to join them in a project for grass cutting village open spaces and the church yard. Plymtree has also approached us to join them in a project purchasing 'supplies' to be used for Highway improvement. The Council agreed to join with Plymtree Parish Council. Clerk to report back to both Councils.

13. Parish Issues: Grass Cutting on Hillside: The grass has not been cut around Hillside. Cllr Skinner agreed to find out if it is on EDDC's schedule, however due to budget cuts it may well be left this year. Shrub at Lower House: Lower House home owners had approached the Council regarding the removal of their shrub positioned on the road junction. It was agreed the Clerk should write to the home owners to explain the Council could not get involved in tree or shrub removal on private property. Tractor drivers & mobile phones: In his absence, the Clerk reported that Cllr Hynam had been approached by a Parishioner who was concerned by the number of tractor drivers using their mobile phones in the village. It was suggested the Clerk write a letter to all farmers within the Parish asking them to remind their staff and any contractors used that this is a danger to motorists and pedestrians alike. Cllr Eaton suggested it was likely to be the contractors outside of Honiton who drive through the village regularly. He offered to drop a copy of the letter into the Contractors business.

14. PPC Assets: Cllr Williams gave his Asset Report. The only issue was with the gate latch on Waterloo Plot which required mending. Cllr Lorimer asked about the Tale War Memorial as it is requiring some attention. It is unknown if it is owned privately or if it is a Parish Asset, therefore under the maintenance of the Council. Clerk to put a notice in the Parish Paper and Talaton's Parish Paper asking for any information. Telephone Box: Cllr Disney had researched similar K6 telephone boxes and found the approximate value of our box after its renovation is £2,995.

15. On-going Projects:

Project	Description	Start date	Target finish date
Uggaton Cross road closure	Road closed due to pot holes across a Badger run. Highways to invest in a Badger survey and repair work	July 2013	2016
Village Pavement	To gain funding for Highways to lay a pavement in the village centre	Nov 2013	2015
Mousehole	To sort drainage to avoid localised flooding	Nov 2012	Parishes Together funding to cover costs. March 2016
Waterloo Plot	To clear and tidy the Plot to make an open space accessible for all	March 2014	Completed
Shelter in Waterloo Plot	To build an open shelter to be positioned in Waterloo Plot.	January 2015	September 2015
Telephone Box	Disconnect & re-decorate the Telephone Box	Nov 2012	Completed
Parishes Together	Bid for funding to carry out ditch and drain clearing	March 2013	March 2016
Valuing of Assets	Obtain up to date values of Parish Council assets for Insurance purposes	May 2014	Completed May 2015
Parish Council Policies	Obtain guidance re: policies required by Parish Councils	January 2015	November 2015
Cherry Tree	To raise funds to purchase a replacement tree for Village green	May 2015	Spring 2016
Christmas Lights	To investigate & purchase suitable solar lights	March 2015	December 2016
Street Lighting	To install 1 additional light in village centre	Nov 2014	March 2016

No progress to date on a Cherry Tree replacement. Cllr Lorimer to contact Dulford Nurseries and Clerk to contact Thornhayes Nursery to establish the cost of a mature, 10ft tree. Clerk to put a note in the Parish Paper asking for interest in financially supporting the purchase of a new tree.

16. Correspondence: A letter had been received from Payhembury Primary School confirming the Governors had voted in favour of becoming federated with Awliscombe Primary School which will take effect on 1st September 2015. Ottery St Mary Locality Health & Care Team had approached PPC for a representative to sit on the committee. Cllr Cox volunteered to attend.

EE is looking for Parishes to volunteer to take part in a pilot scheme to improve mobile coverage in rural locations. Clerk to ask EE for further details, and possibly a representative to attend a future Parish Council meeting.

The next meeting of Payhembury Parish Council will take place on Wednesday 9th September 2015 at 7.30pm in the Parish Hall