

Payhembury Parish Council
Minutes of the Annual General Meeting held on Wednesday 14th May 2014 at 7.30pm
in the Parish Hall

1. Apologies for absence: Cllrs Leach, Cllr Diviani, PCSO Anning and PC Vickery
2. Minutes of the previous meeting were approved and signed as correct.
3. Election of Officers (Chair & Vice Chair): The Chair and Vice Chair stood down from their positions in order for proposals to be made. The Clerk asked for nominations for the Chair. Cllr Williams proposed Cllr Somers and Cllr Doble seconded this. As no further nominations were received, Cllr Somers was elected as Chair. Cllr Scarle proposed Cllr Leach as Vice Chair, seconded by Cllr Doble. As there were no further nominations, Cllr Leach was elected as Vice Chair.
4. Public Session: Potholes were raised, in particular those along Tale Common; a large hole forming along Pothole Pass and one on the road in front of the Parish Hall. An update was requested regarding Mousehole. Update required from Cllr Leach who had been planning a site visit with Richard Hosgood from Highways.
The Chair had received a complaint about the overgrown shrub on the wall of Lower House, which is blocking the view for the junction. Clerk to write to the home owner.
5. Police Report: none
6. County Council report: None. Cllr Diviani referred the meeting to his Annual Report when he gave his apologies.
7. District Council Report: None
8. Matter Arising: Uggaton Cross road closure: The Clerk read out an e-mail from DCC Highways in April which confirms that a badger survey is being commissioned for the site. If found to be clear of badgers, the site will then be surveyed for repairs, and the costs will be considered accordingly. Clerk to respond by asking for timescales. Village Pavement: The Clerk read out the e-mail received from DCC Highways which confirmed they would not be able to fund this scheme within the current financial year. An alternative funding pot (improving access to education) is being considered and we will hear in due course if it is eligible. Clerk to contact Highways and ask for the costs involved. Also, to contact RSPA (Royal Society of Prevention of Accidents) and to update Cllr Diviani. Care homes: following on from the previous meeting when Devon Care Homes were discussed, Cllr Diviani has circulated an update on the current situation within DCC and this sector. No response to date from Cllr Barker, the Portfolio holder for elderly care in DCC after PPC wrote outlining concerns on the closure of such homes.
Clerk to contact Cllr Diviani and request that all Councillors of PPC be added to his mailing list.
Parishes Together: Broadhembury PC applied for Parishes Together Funding on behalf of themselves and PPC. The application has been successful, benefiting from £1,100 to eradicate Japanese Knotweed along the river bank. However, now the weed has started to grow, there is a lot more than previously thought. A working party is being organised with volunteers from both parishes assisting.

9. Planning:

App number	Property	Details	Decision
14/0529/FUL	Coombes Acre, Broadhembury	Proposed replacement buildings	Approval with conditions

Cllr Scarle asked about the progress of solar panels at Little Fort, and whether it was a condition of permission to replace the thatch with slate. Clerk to check on-line, and timescales involved.

10. Budget: To approve the Annual Return.

The Internal Auditor, Lorinda Perry confirmed that all figures were correct. A few housekeeping issues had arisen. 1. Recommend the Clerk date stamps all correspondence, as some invoices arrive undated. 2. Clerk to set up an 'open project list' which is added to each agenda. This will ensure a project is fully reported as closed and does not slip off Agendas. 3. Insurance. Lorinda volunteered to look through this year's Insurance documents in order to compare levels of cover. 4. It was recommended that Cllr Williams check the Council's assets on a monthly basis. 5. Assets Value – the Council should find out the repair or replacement values of their assets. 6. Budget – to introduce a new framework which will allow project spend to be reported.

The Annual Return was approved. Thanks were given to Lorinda Perry for her work on the Internal Audit.

Bank Balance as at 30th April 2014: £5,564.07

		Receipts	Payments	Balance
	Bal brought forward			3,920.32
31.03. 14	Chq 522 (OSM Help Scheme)		30.00	
31.03.14	Chq 523 (CAB)		30.00	
31.03.14	Chq 526 (Clerk salary)		625.00	
01.04.14	EDDC CTG	65.50		
01.04.14	EDDC Precept	2,529.38		
02.04.14	Chq 521 (Parish Paper)		250.00	
03.04.14	Chq 525 (PCC)		80.00	
03.04.14	Chq 528 (PCC)		500.00	
10.04.14	Chq 524 (Tale Valley Trust)		30.00	
14.04.14	HMRC (VAT Refund)	633.87		
28.04.14	Chq 529 (Poltimore House)		40.00	

				5,564.07
Agreed Expenditure	Parish Hall Rent		63.00	
	Smiths Gore (Playing Field rent)		132.50	
	EDDC Dog Bins		84.00	
Actual Total				5,284.57

It was agreed to pay the following invoices: DALC £137.50; AON Insurance renewal £398.39 (subject to Lorinda's assessment); Smiths of Derby: £248.00; Cllr Fowler for Christmas Lights: £104.88. It was also agreed the Clerk to purchase files and storage boxes for Council papers.

11. Waterloo Plot: 4 Councillors met on site to discuss the improvement work for the Plot. The plan is to remove the old tree roots and clear the plot, all but the Tulip tree. A shelter to be placed on the Plot. Cllr Disney volunteered to pull the roots when his digger is next on site (possibly over the next month/6 weeks). Ask Cllr Leach if he could provide space for the roots whilst a buyer is found. Contact Tim Woolgar re: potentially selling roots. Clerk to write to the houses alongside Waterloo Plot to inform them of the work taking place. Clerk to contact EDDC Planning to find out if the Telephone Box can be moved in order for repair work to take place.

Hillside. Clerk informed the meeting that the grass areas of Hillside do not appear to be cut by EDDC. Clerk to contact EDDC to find out the rota.

12 PPC Assets. The fencing on Waterloo Plot has been mended. The replacement posts for the green are being cut to size by Luton Saw Mills. Once available, they will be replaced by ALP Maintenance.

13. Correspondence: Tale Valley Trust thank you for the PPC donation. Thank you from Payhembury Church for the 2 donations. An emergency kit from Western Power – an example of what households should have in readiness of a power cut or flooding. Clerk to itemise the box for the Parish Paper.

The next meeting of Payhembury Parish Council will take place on Wednesday 9th July 2014 at 7.30pm in the Parish Hall.

