

# Diptford Parish Council Meeting

Tuesday 10 April 2018 at 7.30 pm

## Questions from the Public

One member of the public attended to talk about the repair and upkeep of the playing field. It was suggested that the youth shelter could be used as storage for the ride on mower. The shelter could be replaced by a gazebo overlooking the park. This was discussed during the Parish Council meeting at item 10.04.04.

## Update from District and County Councillors

County Councillor Richard Hosking talked about the current defects on the roads, which Highways are investigating. He is part of a task group looking at the effectiveness of the Devon County Council Winter Service following the two recent falls of snow. The current issues relating to local councils are problems of insurance and more heavy weight gritters. Parish Councillors raised the issue that Diptford needed a heavier weight gritter which would be an issue as the Snow Warden does not currently have a power take off which would be needed with a more powerful spreader / gritter.

If Parish Councils are signed up to the Snow Warden scheme they are only covered for third party damage. Any damage to their own equipment and the Snow Warden is not covered. They have to get their own insurance or through the Parish Council. Parish Councillors expressed concern at this as they felt it made the scheme undeliverable due to Parish Councils' small budgets. Cllr Hosking agreed and said that it was being investigated.

Cllr Peach reminded Cllr Hosking that the proposal for Gara Bridge is still outstanding and Cllr Hosking agreed to investigate.

It was agreed that Western Power had managed the recent power cuts well and that local farmers had responded well. It is hoped that the gritting routes will be extended to all primary schools.

Cllrs noted that the roads are dreadful and that pot hole repairs aren't lasting. Cllr Hosking said that another £6m was being allocated to pothole repair as the result of being a pilot area for the retention of business rates. There was a discussion about claims due to damage or injury caused by pot holes. Cllr Hosking said that this was not a major issue in Devon at the moment as the Council were meeting their requirements to fix potholes when reported. Cllrs reiterated that pot hole repairs were not lasting. Cllr Hosking said that new pot hole 'dragons' (new equipment which provides a longer lasting repair) were now being used and purchased by the contractors.

## DRAFT MINUTES

**Present:** Cllrs Franklin (Vice Chair), Baggott, Crocker, Parker Davidson, Hill, Peach, Lethbridge, DCC Cllr Richard Hosking and Zoe Oldman (Clerk).

**10.04.1**        **Apologies for absence** were received from Cllr Foster. Cllr Franklin chaired the meeting in his absence.

**10.04.2**        **To note declarations of interest and Dispensations in items on the Agenda** Cllr Crocker declared an interest in the planning applications.

**10.04.3**        **The minutes of the meeting held on the 13 March 2018, as previously circulated, were confirmed and signed by the Cllr Franklin as the meeting Chair as a true record.**

**10.04.4**        **Diptford Playing Field**

Diptford Amenity Trust.                      Current account £135.44                      Savings account £5,599.12

Cllr Hill had spoken to the insurance company with regard to the use of the ride-on-mower and strimming equipment by volunteers. The insurance policy will be extended to cover all risks on the equipment. The insurance company requires volunteers to have basic training in natural hazards and the use of the equipment. The Clerk had spoken to four companies providing health and safety training but was unable to find any willing to provide basic training in grass cutting using equipment.

Cllr Hill proposed that a structure for this training (provided in house) should be put in place and the number of volunteers should be limited to enable proper training to be provided. This was agreed.

The Parish Council agreed to be more involved with the Playing Field Group and attend the AGM on 26 April. Those joining the Committee will report back at the Parish Council meeting in May.

The £1000 TAP funding and possible monies from the Community Fund will be discussed at the Playing Field AGM.

#### **10.04.5 Planning Applications**

i. 0643/18/HHO

7 Church Park Close, Diptford, TQ9 7PH

Householder application for a rear single storey extension to provide a kitchen/diner & double bedroom.

**No objection**

ii. 0816/18/FUL

Boreston Foot Cottage, Halwell, TQ9 7LD

Change of use of land to provide extended residential curtilage, including associated landscaping and hard surfacing to parking / turning area (resubmission of 4203/17/FUL)

**No objection**

iii. 0841/18/PDM

Barn at Higher Ashwell Farm, Halwell, TQ9 7LB

Notification for prior approval for proposed change of use of agricultural building to a dwelling house (Class C3) and for associated operational development (Class Q(a) and (b)).

**No objection**

iv. 0893/18/PDM

The Cabin, Murtwell Farm, Diptford, TQ9 7NQ

Notification for prior approval for proposed change of use of agricultural building to dwelling house (Class C3) and for associated operational development (Class Q (a) and (b)).

**No comment**

#### **Planning application for ratification:**

0513/18/FUL Murtwell House, Diptford, Totnes, TQ9 7NQ

Converting triple garage into cooking teaching room and enlarging car parking area.

#### **Object**

Cllrs were concerned that this is an unsuitable location for a business. Access to Murtwell is terrible and any new business would increase traffic. The roads are narrow and in poor condition.

The decision was to Object on the grounds of the poor access and unsuitable location.

#### **Planning decisions by SHDC to note:**

Planning application 3934/17/OPA has received conditional approval for workers' accommodation.

#### **10.04.6 P3, footpaths & highways**

The Clerk has written to DEFRA to see if there is any guidance on the action the Parish Council can take with regard to mud on the road. If no response is received the Clerk will chase DEFRA before the May meeting.

Cllr Parker Davidson will speak to James Hill regarding the potential Parish Paths project at Larcombe Quarry and this will be discussed at the next meeting.

The Clerk has written to the school asking for a response with regard to school run parking problems.

The land at Diptford Glebe is still under review by the Diocese.

**10.04.7 Defibrillator**

Cllr Peach has identified a possible site in Curtisknowle and negotiations are progressing.

It was agreed that Cllr Peach could submit a grant to the Community Fund and that Cllr Hill could ask if Rotary funding might be available towards a second defibrillator.

**10.04.8 Finance**

**1. To approve cheques for payment:**

<b>Cheque</b>	<b>Description</b>	<b>VAT</b>	<b>Gross</b>
860	Z Oldman – March pay		325.00
861	Z Oldman – Travel £24.30 Office £20.02		44.32
862	RoSPA Play Safety for annual inspection of the Playing Field	18.20	109.20
863	DALC for attendance of Zoe Oldman on Audit Course 08/03/18	5.00	30.00
864	Contribution towards the upkeep of St Mary’s Graveyard, Diptford		400
<b>Receipts</b>			
BGC	South Hams DC (TAP)		1276.15

**2. To receive the Financial Statement**

Lloyds Current Account to 31.03.18	3795.47
<i>Less</i> payments & unrepresented cheques	908.52
<i>Plus</i> uncleared receipts	
	2886.95
<b>Total Current Account</b>	<b>2886.95</b>
Lloyds Saving account to 31.03.18	1031.34
<b>Total funds</b>	<b>3918.29</b>

<b>Earmarked Reserves</b>	
P3 Footpaths	74.29
Winter Emergency Planning	800.00
Community Lengthsman	1000.00
Defibrillator	1006 (+£200 VAT )
<b>Total Reserves</b>	<b>2880.29</b>

**Total uncommitted funds                    £1038**

- The Clerk presented the annual accounts. These were agreed and formally adopted. Cllrs agreed that it is important to say what the money has been spent on.
- Cllr Baggott has reviewed the accounts, cheque books, payments and receipts. He reconciled the bank statements against the payments and receipts and confirmed that there were no discrepancies. The bank reconciliation was agreed and adopted.
- The asset register was agreed subject to the inclusion of the donation of the Playing Field land.
- The risk assessment was discussed and agreed.

**10.04.09 Insurance**

The renewal quotes from Zurich Insurance for both the Parish Council and the Amenity Trust were agreed. The Amenity Trust cover will include an additional payment for the extra all risks cover. The Amenity Trust payment will be made from the Amenity Trust bank account.

**10.04.10 Annual Parish Meeting 24 April**

The final agenda was agreed and will be publicised. Cllr Franklin agreed to organise refreshments and all Cllrs agreed to help set up.

**10.04.11 Correspondence received**

Invitation to Planning event on Permission in Principle  
Cllr Baggott will attend

Message from the Parish Hall Committee  
Cllr Hill will be the Parish Council representative

Message from North Huish Parish Council regarding GDPR  
The Clerk will respond saying that Diptford Parish Council is planning to use the services of a shared Data Protection Officer hopefully appointed by DALC.

Fund Statement for Diptford Community Fund  
Cllr Baggott will query the rules regarding the roll over of funds and report back.

Invitation to the Community Safety Partnership meeting on 17 May  
Cllrs will check their availability.

Villages in Action letter  
The information was noted.

**10.04.12 Correspondence available at the meeting**

Devonshire News  
Diptford Community Fund Statement  
Citizens Advice Satisfaction Survey  
RoSPA PlaySafety Playground Inspection Report  
Rural Opportunities Bulletin  
DeVA Digest

**10.04.13 Reports on meetings attended**

No meetings have been attended.

**10.04.14 Any other business**

Cllr Lethbridge reported that batteries had been stolen from their premises. She was encouraged to report this to the local Community (Police) Support Officer. The Clerk will provide contact details.

There was no other business.

*Meeting ended 9.15 p.m.*

*Date of next Meeting Tuesday 8 May at 7 p.m. in the Village Hall. The meeting will start with the Annual General Meeting which has been held in May.*