

LYDFORD PARISH COUNCIL

Minutes of the Meeting

held on Tuesday 11th July 2017 at 7pm

Public Time

Four members of the public attended including Cllr Mott (WDBC). A resident raised the question about the work of the lengthsman and if there could be other work that could be carried out. The Clerk agreed to develop a list to give to the lengthsman (A1). There was a question regarding speeding cars and tractors in the village and the possibility of putting white lines on the main street. The PC explained that Highways had already been contacted by the PC and there had been no agreement regarding traffic calming measures. Highways policy is not to have 20mph speed limits in the village. This decision has been based on research which showed that a 20mph limit was not an effective calming measure in villages. Various alternative ideas were proposed and the PC agreed to put together a list of possible ideas for traffic calming (A2).

Present

Cllrs Cook, Moriarty, MacIntyre, Skeaping, Mills and Tainsh. Also present Mrs Redding (Clerk)

1. Apologies

Cllr Fowler

2. Declarations of Interest

None

3. To approve the Minutes of the Meeting held on 13th June 2017

The PC agreed that the minutes were accurate and they were signed by the Chair, Cllr Cook

The Clerk updated the PC on the actions from the previous minutes.

4. Matters arising from the Minutes dated 13th June 2016

None

5. Reports from Outside Bodies

None

6. Borough Council Reports.

Cllr Mott provided the following information:

- Community funds are now available for parish organisations such as the football club
- Payment for garden waste collection has had a mixed reception. Online payments for the service have had a few teething issues
- The next training dates for a workshop on Planning Issues will be provided to the Clerk
- WDBC is formally merging with South Hams – the final decision will be made at the end of July

7. Finances

The Clerk updated the PC on the finances and provided a bank reconciliation and recent statement which will be placed on the website and Minutes in future.

7a - Bills for Payment

£267.30 (1308) Pay Clerk

£62.40 (1309) Inland Revenue
£222.73 (1310) Website costs

7b Grant applications

None

8. Planning Applications

None

9. Correspondence

1. WDBC Budget Breakdown – figures provided and noted
2. DNPA Forum meeting July 12th 2017 – Clerk to attend
3. Note regarding the bus shelter from the Clerk as to the outcome of communication with DNPA (A3)
4. Note on dates for training on Planning – discussed under Section 6
5. Letter from parishioner re- traffic calming. Discussed in Public time.
6. Letter regarding Syrian refugee charity
7. A Hutchinson – Agenda Item for September
8. Internal Audit Report – the PC was provided with a copy of the report and the following areas will be addressed in the future:
 - a. The Standing Orders will be reviewed at the end of the year when the budget review is carried out
 - b. The grant giving policy will continue to be as it is at present. The grants are given on an *ad hoc* basis throughout the year.
 - c. Annual Inspection of the playground will be carried out in 2017. This will be organised by the Clerk (A4)
 - d. The Asset register has been re done to reflect new items purchased by the PC

The full report can be viewed during the Period for Exercise of Public Rights.

10. Agenda Items and Date of next Parish Council Meeting

- a. **Settlement Plans DNPA** – Settlement Plans for Lydford were highlighted in the last parish magazine report and since there was no public feedback the PC reviewed the information and will respond directly to DNPA (A5).
- b. **Draft Statement of Internal Control** – This was reviewed by the PC and found to be acceptable. This will now be included in the PC policy documents.
- c. **Village of the Year** – the correspondence for this was reviewed and the PC recognised the efforts that some parishioners had made towards the application. The Clerk was asked to note this in the Parish magazine (A6). The PC also commented on the success of the summer fair and congratulations will also be sent to the Sports Field Committee and all involved via the Parish magazine (A7).
- d. **Burial site for Lydford Parish Church** – a detailed report will be provided at the September meeting of the PC.
- e. **Bus Shelter** – To fund the bus shelter the Clerk was asked to prepare a TAP fund application (A8) and to send an expression of interest for the Dartmoor Communities Fund (A9).

The date of the next meeting will be **Tuesday 12th September 2017 (There is no meeting in August)**

11. Urgent additional business by leave of the Chair

Citybus – some parishioners have reported that the Citybus had refused to stop at a requested stop near Moorview on the A386 and passengers were dropped off at the Fox and Hounds. This is quite a distance along the A386 from their destination. The A386 is a

busy road with no pavements therefore walking along the carriageway has some inherent risks. The Clerk was asked to report this to Citybus (A10).

DAA –the Clerk reported that despite emails to the DAA regarding the night landing site on the sports field there had been no response which was disappointing. The Clerk will email again (A11)

Meeting closed at 21.20

.Signed _____ Chairperson Dated 2017

Action list July 2017

Action	Details	Notes
A1	List for lengthsman	Sent to lengthsman
A2	List of possible traffic calming measures	TBC
A3	Planning information regarding bus shelter	DNPA authority responded
A4	RoSPA inspection of the playground	RoSPA contacted – agreed to start in March 2017
A5	Settlement Plan Feedback to DNPA	Done
A6	Village of the Year - note in Parish Magazine	Done
A7	Summer Fair - note in Parish Magazine	Done
A8	Bus Shelter TAP fund application	Done – draft to Cllrs for approval
A9	Bus Shelter Communities Fund application	Done - awaiting response
A10	Citybus – contact re request stops	Contacted. Citybus apologised and will inform drivers. To investigate more fully, the date and time of the incident is required.
A11	Email to DAA to ask for response on site	Done – 02/08/17 awaiting response