

**Draft Minutes subject to Confirmation**

**LYDFORD PARISH COUNCIL**  
**MINUTES OF THE MEETING**

Held in the Nicholls Hall

Tuesday 17<sup>th</sup> July 2007

**75-2007 Present:**

Mrs L Ellicott (Chairman): Ms J Gannon (Vice-Chairman): Mrs L Cole: Mrs S Holland: Mrs K Boyd: Ms C Moriarty: Mr I Hammerton: Mrs A Martin (Clerk)

**Parishoners and others in attendance:**

Cllr I McPhie was welcomed by the Chairman. In addition six parishoners were in attendance.

**76-2007 Apologies for Absence:**

Cllr A Hosking

**In opening the meeting the Chairman paid tribute to the late Mr Peter Fletcher, who retired from the Council at the May elections and whose recent death saddened those who knew him and served alongside him.**

**77-2007 Parishoners and Visitors Time:**

No Parishoners or Visitors wished to address the meeting.

**78-2007 To approve the minutes of the previous meeting:**

The minutes of the meeting held on Tuesday 19<sup>th</sup> June 2007 were signed by the Chairman as a true and accurate record of the proceedings.

**79-2007 Matters arising:**

79.1 Co-option of new Councillor – The Chairman welcomed Mr Iain Hammerton to the Council. The Clerk reported that the Acceptance of Office and Declaration of Interest forms for Mr Hammerton had been completed.

79.2 Progress re: Ancient Spring – A Site meeting has been carried out, at which representatives of the National Park, the Council and interested Parishoners were present. In consequence a professional Site Plan has been produced by Mr John Pettit RIBA, in his capacity as an interested Parishoner, who was thanked for this valuable contribution by the Chairman. One copy of the drawing will be sent to the DNPA Archaeologist and another displayed in the Nicholls Hall. Representatives of the DNPA have reiterated the offer to supply the granite. The Chairman has been quoted £300 + VAT for the work to register the land to the council, this being a discounted rate as the work is regarded as being in the public interest. The Chairman underlined the fact that the land in question is the land around the Spring, and does not include the access track, which is a Public Bridleway in the remit of West Devon Borough Council. Ms Ellicott proposed that the solicitor be instructed to proceed with this work, seconded by Mrs Holland. The proposal was **RESOLVED** by a unanimous vote.

79.3- Progress re: Captain Hunter's Plaque – The application form for funding from the DNP Historic Features scheme has been submitted and was favourably received, but the maximum grant available is £500, which is only half of the £1000 needed. The DNP advised us to submit a second application, to the Community Projects Fund, and this was done, also requesting £500. We have now heard from the DNPA that whilst the Historic Features scheme will pay 100% of requests the Community Projects scheme only pays a proportion, and that a contribution of around £200 would be required from the Council. It was proposed by Ms Ellicott, seconded by Mrs Holland, that the Council would be willing to provide this additional funding. The Proposal was **RESOLVED** by a unanimous vote.

79.4 – Progress re: The fence outside the toilet block – The work has been completed. The Council expressed thanks to the DNPA.

79.5 – C&CC Site - The Clerk has been in contact with the owner of the Site regarding a visit by herself and the Chairman. The idea was warmly received, and Dr Stokes has proposed extending the invitation to the whole Council to attend to a social event at the Site, which will also include the Site Manager and possibly some of the regular visitors. At this event the Councillors will be able to view the lighting bollards and the improvements to the sewage system should they wish to. In view of the recent inclement weather no date has yet been set. The Chairman welcomed the opening of friendly channels of communication.

79.6 – Vandalism in the Village: No more reports of vandalism have been received. Mrs Holland has recently spoken to PC Reed, who advises us that although the vandalism has subsided there have been increasing numbers of incidents locally in which sheds and outhouses have been broken into, by thieves using bolt cutters, from which assorted power tools, lawn mowers and the like have been stolen.

79.7 – Progress re: Definitive Map Review – The council has received no evidence supporting the existence of a path from East Cleave to Raddon, and this will be reported back to Devon County Council.

79.8 – Smells in the Village – The Council has received a written update from Mr Greenaway (Principal Environmental Health Officer for West Devon) and the Chairman reported firstly that the improvements to the sewage pumping facility at the Caravan and Camping Club Site were completed in April, resulting in improved effluent quality. There is now the facility to control the discharge timing of the effluent, and the current setting of every two hours could be changed if problems persist. SWW have agreed to improve the discharge point at the manhole by the War Memorial, but in spite of regular reminders from Mr Greenaway to SWW this work has not been completed.

The Members were disappointed to learn that the proposed £150,000 improvement works at the SWW Sewage Treatment Works at the lower end of the village have been halted. Alternative proposals are apparently under consideration, including the relocation of the works to a new site in a more appropriate location. Members expressed concern over this issue, about which no direct communication has been received from SWW. As a temporary measure a diesel pump has been installed to recirculate the effluent through the filter beds. Ms Gannon commented on the odour affecting her home, and also concerns over the quality of the discharge into the River Lyd close to a picnic area in the Gorge. The Environment Agency has been contacted regarding this, but its response blamed the water quality on cattle. Members recalled that there was one single incident when straying cattle affected the water, but that more recent problems have not been attributable to such a cause, and noted that the visual evidence within the water clearly indicated human sources.

The Clerk was requested to contact SWW regarding both the manhole by the War Memorial, and the Sewage Treatment Works. The Council will also liaise with the National Trust over concerns about the water quality in the gorge.

## **80-2007 Receive Reports from Councillors on respective outside bodies:**

80.1 DNPA Consultative Forum– Ms Moriarty and Mrs Holland attended the meeting on 22<sup>nd</sup> June, at which they were disadvantaged by not having received the briefing notes. It was thought that these might have gone to the home of the late Mr Fletcher, who represented the Council previously. We expect the minutes, and future briefing notes to come to Ms Moriarty, but will follow up if this does not happen.

The two Councillors reported a lively meeting with a worrying conclusion, in that whilst the moor has traditionally been cared for by the farming community the current struggle of farmers for economic survival, and the consequent decrease of agricultural activity, is threatening the moor's future. The delicate balance of the ecosystem is under threat from the decline in grazing, coupled with the demands of an increasing recreational use of the moor. It was acknowledged that the moor is also suffering the legacy of poor decisions made some twenty or thirty years ago. There was considerable pessimism over the environmental future of the moor unless positive action is taken. The Chairman thanked the two Councillors for attending this meeting and for providing their comprehensive report.

80.2 Police Authority – no date has been received for the next meeting, but a public meeting regarding the Neighbourhood Watch Scheme in West Devon and crucial to its future is due to be held in Mary Tavy on Wednesday 25<sup>th</sup> July at 7.30.

80.3 Southern Link Committee – Mrs Cole, accompanied by Mrs Boyd, attended a meeting on 21<sup>st</sup> June. Mrs Cole reported that concern was expressed about the use of SAT NAV in this area with traffic being sent on inappropriate routes. Members concurred with this, as problems have been encountered with vehicles, including an ambulance, becoming stuck in Skitt Lane as a result of following SAT NAV instructions. Representatives from Brentor had also expressed concern over the number of second homes in their locality. This did not seem to be a problem in Lydford, where although a number of property owners are multiple owners nevertheless second homes are, in the main, either let out or are frequently occupied. The committee received a briefing from the police, and also an update on the unitary aspirations of Exeter. On this subject Lydford Parish Council was lauded for having replied to the Lord Mayor of Exeter, and the Southern Link Chairman requested a copy of the letter. Finally there was information given in clarification of when planning permission is needed for caravans and mobile homes.

80.4 Nicholls Hall Committee – Mrs Boyd reported that work is in progress in the kitchen and has also started on the outside painting. The rear storage room will be redecorated. Funding is still being sought for the upgrading of the WI room, with three applications having been submitted. Mesdames Holland and Boyd are currently carrying out peer assessments of other halls as part of the Hallmark Scheme, and it is hoped that the Nicholls Hall will ultimately achieve Hallmark status. There will be a Bistro Nite on Friday 3<sup>rd</sup> August, on this occasion in aid of the Sports Field. The Chairman expressed concern that the use of the Post Office is lower than had been hoped, and a discussion followed regarding signposting and other means of drawing in customers, especially at this time of the year. Although Post Office Counters Ltd had previously been contacted regarding an official Post Office sign no help whatsoever had been forthcoming. The Clerk will have a discussion with the Postmaster at the next Post Office opening to discuss how we might be of assistance.

## 81-2007 Receive the financial report:

81.1 The Clerk, as Responsible Financial Officer, presented members with a supplementary written report detailing the following points:

- i) The Internal Audit of the Annual Accounts for 2006/07 has been finished and the completed documentation sent on to the Audit Commission.
- ii) Application has been made to the DNPA for a grant towards the opening of the toilets over the winter months. Figures just received verbally from WDBC indicate that the cost this year will be £1522.75, and it is hoped that we will be offered a grant of slightly over £700. Mrs Holland asked how this compared to the previous year, and was referred to the figures appearing on the 2006/07 accounts. The Clerk will forward her copies of last year's invoice and grant confirmation. There was a lively discussion of the cost/benefits analysis of the toilets remaining open assuming that the above figures are confirmed. Until this time no decision can be made.
- iii) As there is no August meeting the Clerk requested prior authorisation to pay invoices received from T. Liversedge (grass cutting) and Mainly Stationery. This was unanimously RESOLVED.
- iv) The Clerk reported that Lydford Parish Council is now registered as an employer with HM Revenue and Customs as she is an employee of the Council whereas her predecessor worked on a self-employed basis. As the Clerk's salary falls below the threshold levels no Income Tax or National Insurance is currently payable by the Council.
- v) The June Financial Statement has been reissued to take account of the fact that the Parish Plan provision is held in the Flexi Account, but payments are made from the Current Account. The total financial assets of the council remain unchanged by this adjustment.
- vi) The form which Lloyds Bank gave the four signatories to fill in to open a dedicated sub-account to the Current account for the ING Ancient Spring money has been returned by the bank as being the wrong form. As the Clerk has now worked out how to arrange the Financial Statement so that the money stays in the Flexi account until it is needed, is accounted for separately, and can be moved to the current account when invoices need payment she recommended that we use the same system for the Ancient Spring as for the Parish Plan. It was unanimously RESOLVED that this be done.
- vii) The Council were appraised of the fact that the Parish Plan will require a payment of £1705 + VAT to be made at a future date. Money will come in for the Plan from West Devon and the DNPA. The Parish Council may also need to provide some funding.

The following balances were reported:

Current account – £499.84

Deposit account - £5018.14

Parish Plan - £1507.06

Ancient Spring - £10,000.00

81.2 The following cheques were authorised from the general budget: Internal Audit Fee -

£30.00: Grass Cutting - £17.00: Clerk July Salary inclusive of previously withheld tax provision and expenses - £423.90: Mainly Stationery (Parish Plan)- £15.68: C Moriarty (travel expenses) - £36.70: Clerk August Salary and expenses (post-dated) - £250.50

Provisions held as shown on the sheet circulated to members and attached to the master set of minutes.

## 82-2007 Correspondence:

82.1 From the Standards Committee of West Devon BC the Agenda for the meeting on 10<sup>th</sup> July and Minutes of the meeting held on 23<sup>rd</sup> January. Also included was the Local Government Ombudsman's Annual Letter 2006/07 (available to the public on the Ombudsman's website at [www.lgo.org.uk](http://www.lgo.org.uk)) and the Borough Solicitor's report on it. Receipt of this prompted Mrs Boyd to enquire what would happen if a Councillor realised after a meeting that she should have withdrawn during an item, but had innocently failed to do so. Other members reassured her that there was little chance of this happening in Lydford Parish, as with only seven members, and Declaration of Interest Forms being available at the meeting if required, a Member who failed to notice that he or she should have withdrawn for an item would almost certainly be alerted by a fellow Member or the Clerk.

82.2 Copies of West Devon News. It was noted that these are out of date by the time Members get to see them, and the Clerk replied that items are often just going out of date on the day of delivery. The newsletter is about to become available online, which should solve the problem. Anyone wishing to subscribe should send an e-mail to [shawkins@westdevon.gov.uk](mailto:shawkins@westdevon.gov.uk) with their name and e-mail address. The West Devon e-Connect will be sent monthly until October, and fortnightly thereafter, direct to subscribers' inboxes.

83.3 The West Devon Housing Newsletter for Summer 2007. This contains a brief outline of the New 3 Year Housing Strategy, which can be downloaded from [www.westdevon.gov.uk](http://www.westdevon.gov.uk). Also details of a Bond Guarantee Scheme to help potential tenants who are unable to provide a deposit for a private landlord, a Tenants Incentive Scheme to provide older social housing tenants with a financial incentive to move to smaller properties and information on how the Chociced Based Lettings Scheme is getting on. The number to speak to a Housing Advisor regarding any of the above is 01822-813600. Key findings of the Housing Market and Needs Assessment were included, a full copy can be obtained from 01822 813515 or downloaded from the West Devon website listed above.

82.4 A consultation document from Tavistock College, which was received very late, is now redundant as the College is no longer seeking Trust status.

82.5 DAPC Newsletter including their Training Diary also available on website [www.dapc.org.uk](http://www.dapc.org.uk)

82.6 Community and Voluntary Service News Summer 2007. Websites [www.tavistockcvs.org.uk](http://www.tavistockcvs.org.uk) and [www.okehamptoncvs.org.uk](http://www.okehamptoncvs.org.uk)

82.7 West Devon Today Summer 07 Issue

82.8 Public Information Leaflet on Sustainable Military Training on Dartmoor, for more information see website [www.dartmoor-ranges.co.uk](http://www.dartmoor-ranges.co.uk)

82.9 Devontalk Summer2007 Issue (Devon County Council, website [www.devon.gov.uk](http://www.devon.gov.uk))

New number for reporting faults on the roads needing repair is 0845 155 1004.

Renewable energy information website [www.re4d.org](http://www.re4d.org) or phone 0800 512012 (free)

Fire safety advice helpline number 01392 872288, or website [www.dsfire.gov.uk](http://www.dsfire.gov.uk)

82.10 DNPA Core Strategy Development Plan Document, also accessible from [www.dartmoor-npa.gov.uk](http://www.dartmoor-npa.gov.uk) Representations to be made by 27<sup>th</sup> July 2007.

82.11 Dartmoor National Park Draft Management Plan 2007-2012, website as above. Consultation period ends 6 August 2007.

**83-2007 Planning Applications**

83.1 There has been an appeal against the refusal of full planning permission for the conversion of the coach house to a workroom/art studio with guest bedroom at Raventor - the Council, having read the Grounds of Appeal, did not wish to change their original **objections**.

83.2 Application for Solar water heating collectors at Langworthy – the Council were unanimously in favour of the principle of sustainable and renewable energy and had **no objections** to this application.

**84-2007 Items raised at the previous meeting for inclusion on this agenda:**

There were none.

**85-2007 Items raised for inclusion on the September Agenda**

No items were raised.

**86-2007 To agree the date of the next meeting:**

The date of **Tuesday 18<sup>th</sup> September 2007** was agreed commencing at 7.00 pm.

There being no further business the meeting was formally closed by the Chairman at 8.45 pm.

**In closing the meeting the Chairman extended, on behalf of herself and her fellow members, best wishes to Mrs Cole and Mrs Martyn (who retired at the last elections), who are going to Buckingham Palace later this week in recognition of their twenty years service to the Council.**

**Annie Martin  
Clerk to the Parish Council**

18<sup>th</sup> July 2007

Signed as a true and accurate record..... (Chairman)

Date.....