

LYDFORD PARISH COUNCIL

Minutes of the Meeting held on Tuesday 14th July 2015 at 7pm

Public Time

Two members of the public attended. All were welcomed by the Chair and then invited to raise matters of public interest. There were no matters raised.

1. Present

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

2. Apologies

None

3. Declarations of Interest

None

4. Urgent additional business by leave of the Chair (Item 14)

Cllr Fowler proposed to move this item forward to enable the co-option of Mrs Ruth Tainsh onto the Parish Council. This was agreed unanimously by the Parish Council (PC). Mrs Tainsh was then formerly co-opted onto the PC on the 14th July 2015. Mrs Tainsh then joined the PC for the rest of the meeting.

5. To approve the Minutes of the Meeting held on 9th June 2015

The PC agreed unanimously that the minutes were accurate and they were signed by the Chairperson L Fowler.

6. Matters arising from the Minutes dated 19th May 2015

a. Playground update

The contractors have been formally appointed and are expected to start work at the beginning of August 2015. The concrete foundation pad is expected to be started shortly. It is expected that the initial installation will take between 3 - 7 days to complete. After which the signage and fences will be sorted out.

With respect to finance, the funds stand at £19,794 with two further grants totaling £7165 to come from various sources. An application has been made for funding for the MUGA and the outcome of this will be known in September 2015.

The PC acknowledged that the Playground equipment will be under the ownership of the PC. The management of the playground is also the responsibility of the PC and this has been agreed through a Management Agreement with the owners of the land.

The Clerk was asked to forward the Management Agreement to all Councillors by email (A1).

The Playground Committee representative Mr. T.Williams agreed that the following be minuted

" As the time approaches for money to leave the PC account for the purchase of the playground, the Playground Committee accepts that the money they have raised has been given to the Parish Council for this purpose"

It was noted that £500 was the threshold above which three quotes for services or equipment will be required. The Clerk was asked to verify this amount (A2).

b. Insurance

Cllr Cook provided feedback on his discussions with the insurance company regarding the insurance for the playground. It was agreed that the PC would be responsible for the insurance requirements.

The issues of valuing current assets was discussed. These include the runic stone, village plaque, benches and the War Memorial.

The Clerk was asked to contact the War Graves Society to establish the ownership, insurance and maintenance responsibility for the memorial and Pascoe's (Stone Mason) for an idea of re - building costs (for insurance purposes) (A3).

Cllr Fowler agreed to contact the National Trust with regard to the ownership of the Runic Stone.

c. Car Park Signs

The PC discussed the issue of car parking in the village with respect to clear signage for the village car park and the pub. The signs on the toilets do not currently make it clear when the toilets are open.

The Clerk was asked to contact St Austell Brewery and the pub landlord in relation to better signage for the pub car park (A4)

The Clerk was asked to contact Highways for information and advice regarding the potential for placing car park signs at the entrances to the village and at the crossroads by the memorial (A5).

d. Website

Cllr MacIntyre informed the PC that the website needed updating 2 to 3 times a week and it would not be possible to consult all Cllrs to agree changes to PC matters online. It was agreed that Cllr MacIntyre could update the website as necessary and changes to the PC area would be discussed with the Chair or Clerk beforehand.

7. Reports from Outside Bodies

a. Connecting Devon and Somerset (CDS)

Representatives from CDS provided an update on the development of Superfast Broadband on Dartmoor. A summary of the presentation will be placed on the Parish Council website www.lydfordparishcouncil.com.

b. Southern Link meeting

Cllr Fowler reported on the Southern Link meeting held on the 9th July 2015. At the meeting it was decided that TAP funding applications from Parish Councils would be considered in September and March. Therefore any discussion on the application from Lydford PC for VAS was deferred until the meeting in September. The PC noted with appreciation that Mr R Ellington had attended the meeting.

Cllr Tainsh agreed to represent Lydford PC at the next Southern Link meeting if Cllr Fowler was unable to attend in September. The Clerk was asked to forward correspondence to Cllr Tainsh (A6).

8. Borough Council Reports.

None.

9. Finances

The Clerk provided a short update on finances. There have been no changes to PC finances since the last meeting.

10. Bills for Payment

Cheques raised:

£30.00 DALC Training course

£145.94 T Redding (Clerks wages and expenses)

£107.00 HMRC

11. Grant Applications

There were no grant applications.

12. Planning Applications

Application 0337/15 - Construction of a conservatory at Holmleigh, was considered and no objections were raised. The application was supported by the PC.

The Clerk was asked to send the decision of support to DNPA (A7).

13. Correspondence

- 1) Playground correspondence was received with thanks.
- 2) Insurance - discussed under section 6
- 3) Response from Harlequin (Fibre cabinet planning application broadband) - all Cllrs to be sent location map (A8)
- 4) Correspondence regarding A386 white lines - provided for information
- 5) Town and Parish Council event in relation to the planning process. Two councillors are willing to attend. The Clerk was asked to confirm two places for the PC and to forward the relevant email to councillors (A9)
- 6) DALC updates provided for information

- 7) OCRA - Charity which provides sports and health activities in the community. The PC discussed this initiative and asked the Clerk to contact the charity to request more information (A10)
- 8) A letter from Mr Harris provided information about a film made using Dartmoor locations in 1947. The Clerk will respond to Mr Harris thanking him for the information (A11)
- 9) and 10) DNPA planning outcomes - provided for information

14. Agenda Items and Date of next Parish Council Meeting

- a) Insurance - Playground
- b) Webpage for the PC - the introductory page update

The date of the next meeting will be 8th September 2015

15. Urgent additional business by leave of the Chair

Cllr Fowler proposed that the Clerks hours to be increased to 32 hours per month. This was seconded by Cllr Skeaping and agreed by all present.

The meeting closed at 21.15.

Signed _____ Chairperson

Dated 2015

Action Log July 2015

No.	Action	Date completed and Notes
1	Management Agreement to all councillors with amendment.	sent to all 19/07/15
2	Threshold for quotations for purchasing to verify	3.29 Orders for values £500 to £2000 require a minimum of two quotations; for values above £2000 three quotations are required. Contracts exceeding £50,000 require additional safeguards and will follow Proper Practice. From Standing orders 2014
3	Contact War Graves Soc. and Pascoes regarding War Memorial	Both contacted 21/07/15
4	Contact St Austells Brewery and Pub regarding car park signs	Letter sent 22/07/15
5	Contact Highways regarding signs for village carpark	Letter to J Doswell sent 21/07/15
6	Forward S Link meeting minutes to R Tainsh	sent by email 18/07/15
7	DPNA application 0337/15 support note to send	sent 20/07/15
8	Location map for Harlequin forwarded to all PC.	email forwarded 19/07/15
9	Town and Parish Council event WDBC confirm 2 places and forward email to 3 Cllrs	Completed 19/07/15
10	Contact OCRA for more information	email sent 20/07/15
11	Letter to Mr Harris	Letter sent 23/07/15