BUCKLAND FILLEIGH PARISH COUNCIL

Meeting Minutes

Buckland Filleigh Village Hall

Thursday 14th March 2019, 7:40pm

Present -Adrian Pett (Chair) Tom Bond (vic Chair) Dave Bolsdon, John Salter, Selina Woollacott (Clerk) Councillor Andrew Saywell.

1. Apologies - Alistair Nethacott

2. Declarations of interest - None

3. Open Session for members of the public to speak - Mr R Nicholson attended the meeting for an update on the drain and the flooding in the dip. Councillor Andrew Saywell has an update on the dip as part of his report.

4. Minutes of meetings held on 10th January 2019 and matters arising - Checked and Signed by Adrian Pett.

5. Matters raised at the last meeting for inclusion in the agenda.

5.1 Scanning of archive paperwork. - Clerk emailed DALC asking if the parish council should scan all the archive documents. The DALC have replied and said that scanning is not necessary. If we have more paperwork than we can store then we can send it to the Devon Record Office to be stored. As the most recent documents are stored on Google drive it was suggested by Tom Bond that the Clerk also save it on a hard drive. Clerk to look into the cost of hard drives.

5.2 Memorial bench in church yard. - Dave Balsdon when to collect the bench to fix it. And the bench had already been fixed. Clerk has emailed Sheila Deane asking if the Parish Council could concrete a base or lay concrete slabs to sit the bench on. Sheila has forwarded the email on to the PCC members. Sheila will get back to the clerk once she has an answer.

5.3 Village Hall and Parish Notice boards. - At the last meeting it was discussed about purchasing 2 new notice boards to replace the notices boards on the village hall wall. Clerk looked into UPVC plastic notice boards but no one seems to make notice boards out of UPVC. The popular material is Aluminum. The Clerk contacted

5 companies and received 3 quotes. The quotes are for removing the the old notice boards, providing and fitting the new notice boards.

The Parish Notice board Company quoted £1480 +vat size 1100mm x 850mm

DoubleUprint quoted £525 +vat size 1109mm x 855mm for £50 the notice boards could be wrapped in brown or black vinyl.

Design Shop quoted £760+ vat size 980mm x 830mm

DoubleUprint and Design Shop are local companies based in Barnstaple. The Parish Councillor read all 3 quotes and it was decided to go with the DoubleUprint quote unwrapped as the vinyl may peel over time. Clerk to check with the Village Hall committee that they are happy for the work to go ahead. Parish council will be paying for the work and the new notice boards. Once clerk has the ok from Village Hall committee clerk to arrange for the new notice boards to be fitted.

6. Finance

6.1. Bank Account Balance, - On the 5th March the bank account balance was £11,042.66. The parish council had a VAT refund of £28.69 This was for VAT paid between April 2016 and March 2018. Also £100 P3 grant to fix the footpath sign at Hembury. Since the 5th March the TAP funding chq has been paid into the account the chq was for £143. This evening a chq will be written out for the same amount.

6.2 Chq for Longbridge Hospice, (Tap Funding) - Chq for £143 written out and signed. The Payee is Longhouse Hospice not Longbridge. Clerk to send to Longhouse Hospice in Holsworthy.

6.3 Chq for Filing cabinet,- Filing Cabinet was ordered on 06.03.2019 and was meant to be delivered in 4-5 working days. The plan was to have it delivered to Tom Bond's in time for this meeting. The new delivery date is 18.03.2019 Clerk and Tom to organise getting it to the Village Hall once delivered. The Filing cabinet is a 4 drawer brown, Bisley Filing Cabinet. Clerk paid for it on her credit card. Chq written out and signed for £142.80 payee Selina Woollacott.

6.4 Chq for North Devon Records Office. - At the last meeting it was agreed to Grant £50 per year to the North Devon records office for the next 3 years. The chq was written out and signed for the amount of £50 and payable to South West Heritage Trust.

6.5. Parish Clerk Salary. - About a year ago Adrian Pett asked Selina the Clerk to keep a record of her hours. Selina currently get paid £480 per year. And work on average 60 hours per year. Selina has not claimed for ink, paper, stamps etc. The current amount works out to £8 per hour. Which is currently above NMW but will not be after the 1st April when NMW increases to £8.21. Adrian Pett asked Selina to find out what the current pay levels are. Denise Blight from TDC payroll sent out a table of salaries the lowest is £9 an hour. Adrian suggested £570 per year,John Salter and Dave Balsdon said it should be more all councillors agreed on £600 per year. Adrian Pett to contact Denise Blight who will change the clerk salary.

6.6 Village Hall Grant request for ramp. - Buckland Filleigh Village Hall have asked for a Grant towards the cost of installing a ramp for wheelchair access. The total cost is £1549. The councillors would like more information before deciding on how much to Grant. Councillors asked clerk to email the Village Hall committee and find out if the Village Hall committee could send the Parish Council a copy of the quote? Can they explain where the ramp will be, start, finish what work is going to be done.
Is the ramp going to meet with wheelchair access standards and building regulations? When do they hope the work will happen? How much funding ideally would you like from the parish council.

6.7 Invoice for the new footpath sign. - Clerk received the invoice from K.S Fencing this week. K.S Fencing have installed a new footpath sign at Hembury. The total cost was £76.80. Chq written out and signed.

7. Administration

7.1. Police matters- PCSO Report - No Report.

7.2 Torrington Area Advisory Group - No Report, Tom Bond did not attend the meeting.

7.3 Report from Councillor A Saywell. - Councillor Andrew Saywell was with Joe Deasy, Head of Devon County Council Asset Management team about a month ago and they came to look at the dip. The Asset Management team currently have 3 ideas that they are working on and working out costings for.
1 is to fill in the dip.
2. Is to put in a new pipe across the field,
3 is to install a permanent pump.
Parish Councillors would like to know a time scale. Andrew is going to find out for the Parish Council . Andrew explained that the parish council or an individual can apply for funding from the Highways Community Enhancement Fund. Tom could apply for the cost of pumps,pipes etc. Andrew will send Clerk the link for Highways Community Enhancement Fund. It is very unlikely that the road will be shut permanently as the road is to high a category road. Tom is worried about the electric cable that goes from the pumps to Buckland House the cable is currently in the branches of the trees. If the pump is going to be there for a while them the location of

the cable will need checking and maybe changing. Andrew is going to try and arrange an on site meeting with members of the asset management team. Dave Balsdon asked if Andrew knew how much the jetting and cleaning which took place in August 2018 cost. Andrew did not, but he may be able to find out. Andrew was asked how did Highways get to the figure of ¼ of a million for the cost of a new drain. Andrew answered this is due to how far down the trench would need to be dug to install a new drain or find the exciting drain the risk of the wall collapsing.
Devon County Council budget is up from £479 million to £493 million.
Children services has an increase of an extra £11.5 million
Adult care and health has an increase of an extra £4.5 million
Highways have a 0.7% increase.
£60,000 has been allocated to Andrew's area, Torrington Rural. For road patching.
Devon County Council were heading towards a budget overspend but they broke even as they managed to contain the overspend in children services.
The Devon Link Road upgrade was granted planning permission. Work will take place between South Molton and Barnstaple. Work is planned to start in 2020 and will take 12 -18 months.
Andrew would like more people to report potholes, flooding, issues with drains, and other highways issues. The telephone number is 0345 1551004 and the quick internet search to find the website is devon.cc/report-it Parish Council asked clerk to ask for the highways report a problem details above to be put into the parish newsletter and a poster to be put up in the notice board.

7.4 Election. - Clerk handed out Nomination forms to the Parish Councillors. If the Parish Councillor wishes to stand again the forms need to be returned to Riverbank House, Bideford before 4pm on 3rd April. Buckland Filleigh have 5 seat to fill. If five or less nomination forms are handed in then there will be no election. Those people who have completed the forms will be elected as uncontested. The Election office will provide the relevant posters and notices.

8. Review of Planning Applications in Buckland Filleigh and adjoining parishes

None

9. Footpaths and Roads

9.1 Buckland House Dip update and Flood signs. - Clerk received a copy of an email Mr R Nicholson sent to Devon highways on the 12.03.2019 and attached was an email which was sent on 05.01.2016 by Devon Highways saying an inspection would be carried out. This shows the flooding of the dip has now been going on for over 3 years. Clerk has received a letter of complaint from Tom Bond, Manager of West Heanton Nursing home. Tom read the letter out. Which explains the impact on his home care business and the elderly people he supplies care to. Councillor Andrew Saywell has taken a copy of this letter. Clerk asked highways to put flood signs at horseshoes bridge and sedgewell cross. No signs were put up. Andrew Saywell managed to get flood signs for Tom Bond when the dip last flooded for 4 days.

9.2 P3 funding and footpath sign at Hembury. - Buckland Filleigh Parish Council had a £100 P3 grant to replace the footpath sign at Hembury. The sign has been replaced. See 6.7 above for details of payment.

10. Correspondences - None

11. Matters for inclusion in the next Agenda - Next meeting will also be the AGM.

Meeting finished at 8.49pm

Members of the public are invited to attend.

Please contact the Clerk if you wish to speak at the meeting.

Selina Woollacott, Buckland Filleigh Parish Clerk
Email: bucklandfilleighparishclerk@gmail.com

Telephone: 01409 281280