

LITTLEHAM & LANDCROSS PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD AT LITTLEHAM VILLAGE HALL ON THURSDAY 1st MAY 2008

Present: Cllrs Atkinson, Mrs Galvin, Hamilton, Heard, Hassall, Ms Lamb, Poole, M. Smith and Stevens,

Apologies: Cllrs Mrs Beer, G. Smith, Devon County Cllr Barton and Torridge District Cllr Pennington

The Out-going Chairman, Cllr Mrs Galvin, opened the meeting.

713 Election of a non co-opted Chairman & Declaration of Acceptance of Office for 2008/09:

The Out-going Chairman Cllr Mrs Galvin, the left the meeting until Members were ready to vote.

RESOLVED, on the motion of Cllr Hassall, seconded by Cllr Ms Lamb and duly carried, that Cllr Mrs Mari Galvin is elected Chairman of Littleham & Landcross Parish Council for 2008/09.

Cllr Mrs Galvin completed a Declaration of Acceptance of Office and thanked members for their support.

Members of the Public and Parish Councillors wishing to address the meeting, as Members of the Public, on a specific agenda item, are, in accordance with Standing Order 24 and Paragraph 12(2) of Statutory Instrument 2007/1159, permitted to do so before that Agenda Item. No members of the public were present.

714 Resignation of Parish Councillor Mrs F Wilkinson and Registration of Members Interests:

Parish Councillor Mrs Wilkinson had e-mailed the Parish Council on 29th April 2008 to advise that, due to work commitments, she would no longer be able to attend meetings and tendered her resignation as a Parish Councillor for Landcross Parish.

Members noted receipt of Mrs Wilkinson's resignation, with regret, recorded their appreciation for her service as Parish Councillor and instructed that a suitable letter of appreciation should be sent to Mrs Wilkinson. The Clerk was also instructed to advise Torridge District Council.

No additional registrations were required.

715 Election of a non co-opted Vice-Chairman for 2008/09:

The Out-going Vice Chairman Cllr Hassall, the left the meeting until Members were ready to vote.

RESOLVED, on the motion of Cllr Mrs Galvin, seconded by Cllr Heard and duly approved, that Cllr Chris Hassall is appointed as Vice-Chairman of the Parish Council for 2008/09

716 Minutes 698 – 712 of 21 April 2008:

RESOLVED, on the motion of Cllr Hamilton, seconded by Cllr Heard that Minutes 698 – 712 of 21 April 2008 are approved and signed as a correct record.

717 Matters arising from Minutes 698 – 712: Annual Parish Council Meeting items:

Members re-affirmed approval of the following items, previously considered on the 21st April 2008: -

1. Standing Orders (Minute 703)
2. Emergency Self Help Plans (Minute 704)
3. Review of Risk Analysis Statement (Minute 705)
4. Appointment of a Trustee of Littleham Village Hall & Range Field Charity (Minute 706)
5. Receipt of 2007/08 Final Accounts (Minute 709a)
6. DAPC Membership: Renewal of Subscription (Minute 709g).

718 Other Matters arising from Minutes 698 – 712: (Min 700b) Unitary Council for Devon proposals:

A DCC invitation to a further Community Listening Event at Bideford Town Hall, 28th May, 7.00 to 9.00pm was noted. Cllrs. Atkinson, Mrs Galvin, Heard, Ms Lamb and M Smith will represent the Parish Council. (If after the Parish Council Meeting, Members wish to attend, they should do so, either at Bideford Town Hall on 28th May, or at the Torrington meeting on 20th May)

719 Planning Matters: Planning matters arising from previous Minute 701:

A message from the TDC Planning Enforcement Officer advised that the conservatory added to Ellesae, Littleham (1/1007/2007/FUL) was within limits not requiring planning permission. The Enforcement Officer had also visited caravans at Edge Mills, Littleham and had discussed agricultural and residential occupation planning requirements with the occupier. The caravanette at the Old Lime Kilns is not being used for any particular purpose, nor are others at Riverside Cottage

near the Old Lime Kilns. He also advised that residential use at the lorry yard, Edge Mills Quarry, is ongoing and remains subject to review.

720 Highways and Footpaths: Matters arising from previous minutes:

The Littleham Village sign has been repaired and Mr Elsworthy (DCC) advises that improvements to the Library Van Parking Lay-by in Littleham will be made when surplus tarmac is available,

County Councillor Barton intends to advise the Annual Parish Meeting about matters relating to Moorhead Cross hedge, Church Lane & Springfield Lane, Littleham and the A386 at Landcross.

721 Littleham Village Hall & Playing Field:

Torridge Voluntary Services Spring into Action and The Playing Field (DPFA) magazines were passed to Cllr Hamilton, because they contain advice on grants for village hall and playing field projects.

The Chairman of the Parish Council reported on her conversation with Mr Jarret regarding new equipment for Littleham Playing Field.

722 Parish Plan and Gt Torrington MCTA Local Community Partnership:

(a) Parish Plan

The Chairman reported that Geoffrey Cox MP had been impressed by the work of the Littleham & Landcross Parish Plan Steering Group and by their exhibition at the recent Discovery Day event at Milky Way

(b) Great Torrington & District MCTA Local Community Partnership AGM:

Receipt of an Agenda and Report for the MCTALCP Annual General Meeting on 29 May 2008 and Minutes of 18 March 2008, were received and noted.

723 Finance & Insurance:

(a) 2007/08 Final Accounts; Independent Internal Auditor's Report:

RESOLVED, on the motion of Cllr M. Smith, seconded by Cllr Stevens, that Mr Baglow is thanked for his report and invited to continue as Independent Internal Auditor, on the same terms, for 2008/09.

(b) 2007/08 Audit: Completion of Annual Return Sections 1 and 2:

RECOMMENDED, that the Final Accounts for 2007/08 as set out in Section 1 of the Annual Return and Statements at Section 2 of the Annual Return are approved and that the Chairman completes the Statutory Statement at Sections 1 and 2.

(c) Authorisation of Payments and Report on Bank Balance.

The Chairman endorsed a Bank Statement showing a cleared Bank Balance of £1,518.97 at 20 April 2008.

RESOLVED, that the following payments are approved: £15.00 DPFA (Annual Membership Standing Order), £200.00 Community First Insurance (annual premium) and £30.00 David Baglow (Int. Audit fee).

724 Correspondence requiring attention:

(a) N Devon & Somerset Coastal Authorities Group; Shoreline Management Plan Review:

This matter was deferred until the next meeting on 12 June, because the deadline for responses is 30 June 2008. The Clerk was requested to provide for all Parish Councillors with a copy of the documents and questionnaire.

(b) TDC; Licensing Act 2003: Review of Statement of Licensing Policy: Cllr Hamilton to reply to TDC.

725 Consideration of other correspondence received since the last meeting:

A file was made available to Parish Councillors containing correspondence about: -

DCC In Touch News Round-up March; DCC Boundary Cttee Review; Helping you to help yourselves Newsletter No 4; Devon Rural Transport Partnership Winter Newsletter; DCC 2006/07 Statement of Accounts; Devon Talk magazine TDC Monthly Update to Register of Electors; DAPC/CCD Health & Safety for Local Councils; Standards Board March Newsletter Others NALC Conference and other promotional brochures.

726 Planning Application 0717/2007/OUT; development off New Rd / Torridge Hill, Bideford:

Cllr Hassall expressed concern over the impact of additional traffic at this A386 road junction, if the planning application is approved without further improvements to the A386 and Torridge Hill.

DCC are about to commence construction of a mini-roundabout, funded by ASDA under a Section 106 Agreement, but a mini roundabout will be insufficient if the proposed Brunswick House / "Travis Perkins site"/ Torridge Hill redevelopment goes ahead.

RESOLVED, that Torridge District Council is urged to require development of this site to include provision of a full sized roundabout, to replace the new mini-roundabout, together with adequate

safe pedestrian access across the A386 and widening of the bend on Torridge Hill where lorries currently pass with difficulty.

727 Communication between the Parish Council and the local community:

The Chairman advised that she arranged for regular up-dates on Parish Council decisions to be published in Crosslet magazine and the Parish Council's Minutes now appear on the Littleham & Landcross Community Web Site and can be down-loaded. She asked for guidance as to whether more or less "communication" through Crosslet and the Web site is required.

Parish Councillors considered the action taken currently by the Chairman to be appropriate and thanked her for her efforts.

728 Date of Next Parish Council Meeting: 12th June 2008 7.30pm.

The meeting commenced at 7.00 pm and ended at 7.53 pm.