

LITTLEHAM & LANDCROSS PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD AT LITTLEHAM VILLAGE
HALL
ON THURSDAY 4th MARCH 2010

Present: *Cllrs Mrs Beer (Vice-Chairman), Mrs Galvin, Hassall (8.05pm), Heard, Hopkins, Ms Lamb, Poole, M. Smith*

Apologies: *Cllrs Atkinson, Hamilton (Chairman), Hassall (until 8.05pm), G. Smith, Stevens, TDC Cllr Pennington and DCC Cllr Dr Robinson.*

In the absence of the Chairman, the Vice-Chairman, Cllr Mrs Beer presided.

Members of the public wishing to address the meeting on a specific agenda item, would have been, 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.

920 Registration of Members Interests: No additional registrations were required.

921 Minutes 908 – 920 of 14 January 2010:

RESOLVED, on the motion of Cllr Heard, seconded by Cllr M Smith, that Minutes 908 – 920 of 14th January 2010 are approved and signed as a correct record.

922 To consider matters arising from above Minutes:

(a) (Min910b) Food Caddies:-

TDC advises that all waste now collected from the green wheeled bins is sent for processing at the new In-Vessel Composter (IVC) facility in Torrington. The IVC is designed to process the material at a high temperature adequate to kill all of the germs / bugs etc. Both the plant itself and the product that is produced by the process are fully inspected and cleared by the State Veterinary Service. All material is strictly monitored to ensure full compliance with the current regulations.

(b) (Min 910d) Torrington A.A.G: Travellers Pitches:

Mrs M Bailey, TDC Community Planning Manager, has advised that the points raised by the Parish Council were included in TDC's written evidence at the RSS Examination in Public and backed up by Mrs Bailey's attendance and input at the EIP itself, but all of this "fell on deaf ears" and Torridge has been given a high allocation of pitches. TDC already has planning permission and funding for a permanent site at Derriton, near Holsworthy and TDC is monitoring the situation.

(c) (Min 9917e) Clerk to the Parish Council:

RESOLVED, on the motion of Cllr Hopkins, that a Job Evaluation of the Clerk's post is carried out before the position is advertised and that a Working Group is convened by the Vice-Chairman, in the absence of the Chairman, to carry out this task. In addition to the Vice-Chairman (and Chairman), Cllrs Hopkins and Poole will be Working Group members and Cllrs Atkinson and Stevens will also be invited to be members.

923 Planning Matters:

(a) Matters arising from previous minutes: (Min 911a) Planning Applic 1/0635/2009: Stables, Lt. America:

This application was considered by TDC on 18th February, when Cllr Hassall had attended the meeting. TDC has "called in the application" over concerns about highways issues and there will be a site meeting. Cllr Hassall has advised that the "highways issues" include implications for Wagon Road and Scratchyface Lane. The Parish Council also received a letter from an experienced horse-rider who expressed concerns.

RESOLVED, that TDC is again advised that the Parish Council and the community in general remain very concerned about the danger of accidents on the proposed trekking routes and that the Parish Council urges the Planning Committee to use this opportunity to travel along Wagon Road and Scratchyface Lane, so that District Councillors can assess the risk and understand why Littleham is so alarmed.

Minute 923 continued: -

(b) Planning Notifications 1/1190/2009 & 1/1217/2009 (Robin Hill, Littleham) and 1/1196/2009(Groves Cross Cottage, Littleham): Notifications of Approval by TDC were noted.

(c) Planning Applications: None.

(d) TDC & Limehouse Consultants: N Devon & Torridge Core Strategy Consultation:

TDC and Limehouse Consultants had reminded the Parish Council that the Consultation Period ends at 5pm on 4th March 2010. Details of the consultation process have been displayed for a reasonable period on the Public Notice Boards in Littleham and Landcross.

Cllr Mrs Galvin reported her attendance at a Public Consultation Event. She complained about existing high-rise development along the river-front at New Road, Bideford and at Westward Ho! and she voiced concern over proposals for extensive future housing development between Atlantic Village and the A39. She thinks intensive development will spoil the traditional Devon character of Bideford and rural villages nearby. Members also noted Cllr Atkinson's comments to the Parish Plan Action Group, that there is a need for younger people to be encouraged to live in the village, if only to respond to the increased demand for support services inevitably required as the local population ages.

(e) **TDC & Limehouse Consultants: Draft Winkleigh Airfield Development Brief:** Received and noted.

(f) **Chalet at Edge Mill Quarry:**

The Parish Council has received a complaint about a chalet structure in the corner of Edge Mills Quarry Depot, where a Mr Mahoney is thought to live. The complainant enquired whether Planning Consent had been granted, so the matter was referred to the TDC. The Planning Enforcement Officer has previously visited the site and at that time, Mr Mahoney had advised that he would submit a planning application for residential use on site security grounds. The Enforcement Officer has called several times, but has never found anyone in. He will contact Mr Mahoney again and require that he removes the unauthorised mobile home and ceases the residential use of the land.

924 County & District Councillors Reports:

County Councillor Dr. Robinson's report will be dispatched to Members with these minutes.

925 Highways & Footpaths:

(a) **Matters arising from previous Minutes: -**

Snow and frost damage: Cllr Mrs Galvin asked for two Grit Boxes to be installed in the Village Hall / Apps area of Littleham and the Vice-Chairman asked for a Grit Box on Wyltowyn Lane in Landcross.

Muddy road near Boundstone Farm, Littleham: The mud has been cleared up.

Mr Steve Elsworthy, DCC: Members praised Mr Elsworthy's prompt attention to pot holes in Littleham.

RESOLVED, that Devon CC is asked to provide additional Grit Boxes and that a letter is sent to the Local Service Officer Northern Devon, recording the Parish Council's thanks to Mr Elsworthy for his prompt attention to recent highways problems in Littleham and Landcross.

(b) **Speed of traffic :**

Cllr Mrs Galvin referred to her correspondence with DCC and Dept of Transport about the introduction of 20mph speed limits in Littleham. The Parish Council has previously corresponded with DCC and Dept of Transport, but DCC has advised that Littleham is unlikely to gain 20 mph limits in the foreseeable future, because the narrow rural roads already constrain traffic.

The Parish Plan Action Group has asked the Parish Council to raise these matters with DCC and the Police once more. Mrs Wisenfeld told the Parish Plan Action Group about injury to animals and damage to property caused by speeding vehicles between Orleigh Cross, Langdons and Littleham Village. She had advised that the Police had been notified.

Members recalled that DCC and the Police look to official records of notified incidents and base decisions on such evidence. Parishioners therefore need to provide the Police with more evidence of notified incidents if a call for imposition of a 20 mph limit in Littleham is to succeed.

(c) **DCC Highways Maintenance Surgery, Northam Hall, Fore Street, Northam: 12th March 10.00am – Noon:**

Following a similar successful event in Okehampton, Parish Councillors are invited to attend the "Surgery".

926 Littleham Village Hall & Playing Field:

(a) **Parish Council Meetings 2010/11:**

RESOLVED that the Village Hall is booked for Parish Council Meetings on 29 April (Parish Council Meeting + Annual Parish Meeting), **4th May (Annual Parish Council Meeting); 24 June; 12 August; 30 September; 18 November 2010 and 13 January , 10 March, 28 April 2011 and (Annual Meetings) 05 May 2011 (As the Village Hall is fully booked on 4th May 2010, the Annual Parish Council Meeting will now be held on Wednesday 5th May 2010)**

(b) **Village Hall Grant:** Deferred until a future meeting.

927 Parish Plan:

(a) **Parish Plan Action Group Report:**

Notes of a Parish Plan Action Group meeting held on 16th February had been sent to Parish Councillors with the agenda for this meeting. *Consideration of items relating to TDC Core Strategy Public Consultation, Transport & Roads are recorded at Minutes 923d and 925b above.*

Self-Help-Emergency-Plans (SHEPs):

The Parish Plan Action Group had discussed difficulties experienced during the recent snowfall and Cllr Mrs Galvin had recommended that local residents should become more aware of the Littleham Self Help Emergency Plan and the Landcross Self Help Emergency Plan. Cllr Hamilton (Co-ordinator of Littleham Self Help Emergency Plan) had advised that the village had generally coped without activating the Plan. Existing local arrangements had resulted in DCC promptly gritting difficult parts of Littleham. The Parish Plan Action Group thought that the names of the Self Help Emergency Plan Co-ordinators and Assistant Co-ordinators should be published in Crosslet and on the Community Website

RECOMMENDED, on the motion of Cllr Hopkins, seconded by Cllr Ms Lamb, that that the names of the Self Help Emergency Plan Co-ordinators and Assistant Co-ordinators should be published in Crosslet and on the Community Website.

(2.6) Welcome Pack for New Residents: Cllr Mrs Galvin reported she would be meeting Cllr Poole and Mrs Haddrell to discuss improvements to the booklet and future distribution strategies.

(3.7) Littleham Neighbourhood Watch:

Despite Cllr Poole's efforts, Littleham Neighbourhood Watch has yet to be revived. When the Parish Plan Survey was carried out, 70% of the 31% who responded indicated that they would support a Neighbourhood Watch (i.e. 46 households). The Parish Plan Action Group has referred this matter to the Parish Council.

RECOMMENDED, that the Police are invited to provide a Guest Speaker at the Annual Parish Meeting on Thursday 29th April 2010, to remind local residents of the benefits of Neighbourhood Watch and encourage them to revive Neighbourhood Watch in Littleham.

(b) Gt Torrington & District LCP meeting 25 February 2010:

The Clerk represented Littleham & Landcross. He also attended as a member of a DCC /DAPC Town & Parish Working Group on Community Engagement and Integrated Service Delivery. The DCC/DAPC Working Group wishes to stimulate Community Governance & Engagement within the 27 Torrington parishes.

At the main GTLCP topic was "To identify ways of encouraging community led planning and community governance in the 27 parishes" and the Clerk had suggested that preparing a Parish Plan and following it through by reviewing progress with an Action Group Meeting at least annually helps to stimulate community engagement. In Littleham & Landcross, the Parish Plan has caused other local voluntary groups to be established and existing voluntary groups to become more active. Littleham & Landcross had been reluctant to get involved with a Parish Plan, but attitudes have now completely changed.

The next GTLCP meeting will be a Re-Launch Meeting, when *area representatives will be invited to make a five minute presentation on their own aspirations / problems / successes, so that local communities could begin to take control of their own destinies.* Presentations will be co-ordinated by DCC and TDC officers. The Clerk volunteered Littleham & Landcross to make a brief presentation, if this is required.

RESOLVED that the Parish Council endorses the Clerk's actions and that a Parish Councillor, or Parish Plan Action Group Member makes a brief presentation to the GTLCP on 10th June 2010, if required.

928 Finance & Insurance: Authorisation of Payments and Report on Bank Balance:

RESOLVED, that payments of £84.00 to Littleham Village Hall (Hire of Hall), £12.06 to Thomas Westcott (copying), £705.00 to H G Wivell (grass cutting & strimming) and £496.15 (dated 21.03.10) to N.H. Jackson (1/4 yr salary & expenses) are approved.

The Vice-Chairman endorsed Bank Statements with a cleared balance of £2,458.77 as at 20 February 2010.

929 Correspondence & communications requiring attention:

(a) TDC Vacancy for Parish Representative on Standards Committee: Correspondence received and noted.

(b) TDC PPG17 Assessment Focus Group Meetings; 24 Feb 2010: Correspondence received and noted.

(c) Dept of Communities & L Govt. & The Boundary Cttee: Structural Review of Devon:

DCC advises that a High Court judge has agreed to set aside time to hear the case against the Government's handling of the decision to create unitary authorities in Exeter and Norwich. The 26 and 27 April have been set aside for the rolled up hearing. This means that a ruling on whether there is a case for judicial review can be followed immediately by a hearing of the substantive issues to allow a quicker decision to be made. The draft orders have yet to be approved by a Parliament, mindful of the impending legal proceedings. The House of Lords had rejected the proposal earlier in the day. The proposal for Exeter means Exeter within existing city boundaries.

(d) DCC: Parish Map for L&L Biodiversity Group work: Map received from DCC, with thanks.

(e) Police Authority Liaison meeting, Holsworthy; 17.02.10: The Parish was not represented.

(f) Torrington Area Advisory Group, 2nd March 2010:

Cllr Hassall and the Clerk had attended the meeting, where DCC Cllr Diviani and Mr Deasy (DCC Local Service Officer Northern Devon) had responded to questions about highways problems during the recent snow and ice. DCC intend to make the public more aware that they can genuinely help to responsibly clear and grit pavements and roads when necessary without fear of litigation. Community Engagement needs to be

encouraged and Cllr Diviani spoke positively about harnessing local initiative. The meeting also discussed local assistance available from farmers.

Cllr Diviani represents parishes in the Blackdown Hills AONB area, where local lengthsman work closely with local communities, with DCC approval. Local communities want to help and local authorities should encourage this positive attitude.

Dolton Parish Council is concerned that CCD Housing Needs Surveys do not recognise that young people who leave their local communities for education and job opportunities and live elsewhere for several years, may still prefer to reside locally. The CCD survey fails to take this into account and Dolton feels so strongly about it that, if CCD does not include these exiles, Dolton P C will carry out their own survey. The item was referred to the 8th June 2010 TAAG meeting for further consideration.

Some Parish Councillors complained that the six-week Core Strategy Consultation Period was insufficient time for Parish Councils to consider the Draft Report. They also complained about having to print off copies of such a large electronically mailed document and asked for easier access to these documents.

TDC officers reported on 2010/11 Council Tax levies and how the TDC Budget was set.

(g) **Police: Neighbourhood Policing & Emergency Planning Newsletters:** Correspondence received and noted.

(h) **Senior Council for Devon: Jan 2010 Report, Issue 5:** Correspondence received and noted.

(i) **Senior Council for Devon's Everyone's Tomorrow Conference, Exeter, 11 March 2010:**

Details of the conference were e-mailed to Parish Councillors.

(j) **Energy Saving Trust: Sign up today; its free:**

The Energy Saving Trust can help make an existing community project even more successful, or help start a new project. From getting together to raise awareness of energy waste at home, to making improvements to community buildings the Energy Saving Trust can help. The trust will support virtually any kind of energy saving project and membership of the Trust is free to both Parish Councils and their groups.

RESOLVED, that this matter is deferred to the next meeting, so that further information can be obtained.

(k) **DCC Strategic plan – Investing in our Devon:** Correspondence and booklet received and noted.

(l) **NSPCC Helpline Campaign:** Correspondence received and noted.

Minute 929 continued: -

(m) **DAPC Planning Training & Drop in Surgery, Cheriton Bishop 19 March:** Correspondence noted.

(n) **DAPC: March /April Newsletter:** The DAPC Newsletter was e-mailed to Members.

(o) **DAPC; New Model Standing Orders:**

On 16 August 2007, at Minute 630a, the Parish Council adopted revised Standing Orders. It took three meetings before the final wording was agreed (see Mins. 587, 610 and 630a). The current L&LPC Standing Orders run to 35 paragraphs over 7 pages. The current version was copied to the District Auditor in 2008 and he signed the Parish Council off without requesting any amendments.

DAPC advises that new Model Standing Orders for Local Councils are now available through a free download. The new model is lengthy and comprehensive.

Each year, the Parish council is required to confirm approval of the Parish Councils Standing Orders at the Annual Parish Council Meeting (i.e. the May Meeting).

The Clerk enquired whether Members required the Parish Council's Standing Orders to be further revised before the next Annual Parish Council Meeting in May.

Resolved, that the Parish Council's Standing Orders remain unchanged for a further 12 months.

(p) **DAPC: The Royal Garden Party: 22 June 2010:** (Nominations deadline 10 March 2010): No action was required.

(q) **DCC : Mobile Library Survey:**

The Chairman, Vice-Chairman and Mrs Cllr Galvin had responded to the survey.

(r) **BBC: Tree O' Clock Project:** Correspondence received and noted.

928 Correspondence received since the last meeting:

TDC Register of Electors (+2 Littleham); DPFA The Playing Field magazine; Village Green CCD magazine; Promotional and Other items: **ON-LINE** Parish Councillors have also received DCC In-Touch magazine Feb 2010; DAPC Jan & Feb E-Bulletins; DAPC Spring Training Programme; CCD New Councillors course; NALC Leadership Academies; SLCC Newsletter; RSN Service provision in market towns; RSN Local Food Studies; RSN Parish News; RSN Rural Services Community New Features; Littleham & Landcross Community Website Assoc: - Support for Libel Reform Campaign; Littleham & Landcross Community Website Assoc Minutes of 15 Feb 2010: TTVS Training Dates; TTVS weekly Snippets; TVS Vetting & Barring Scheme Information Roadshow; TTVS Children in Need Grants; TTVS VCS Assembly 23 March; TTVS Devon Sports Awards; TTVS Join Big Lottery Funds Big Chat; SMP Playgrounds; M Alderwick, Japanese Knotweed; Marshalls paving and Other items

929 Next Meeting:

Thursday 29th April 2010: Parish Council Meeting 7.00 pm, followed by the Annual Parish Meeting at 8.00pm.

The meeting began at 7.30pm and ended at 9.04pm