

**LITTLEHAM & LANDCROSS PARISH COUNCIL**  
**MINUTES OF PARISH COUNCIL MEETING HELD AT LITTLEHAM VILLAGE**  
**HALL**  
**ON THURSDAY 5th MARCH 2009**

**Present:** Cllrs Atkinson, Mrs Beer, Mrs Galvin (Chairman), Hassall (Vice-Chairman), Heard, Ms Lamb, Poole, M. Smith and Stevens, **plus** County Councillor Barton and TDC Councillor Pennington.

**Apologies:** Cllrs Hamilton and G. Smith.

*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, but no members of the public were present.*

**803    Registration of Members Interests:** No additional registrations were required.

**804    Minutes 789 - 802 of 15 January 2009:**

**RESOLVED**, on the motion of Cllr Heard, seconded by Cllr Ms Lamb, that Minutes 789 – 802 of 15th January 2009 are approved and signed as a correct record.

**805    Matters arising from Minutes 789 – 802:**

(a)    **(Min 791a) Landcross Parish Councillor Co-option Vacancy:** Nothing to report.

(b)    **(Min 791b) Unitary Council for Devon:**

The Boundary Committee has delayed its report to the Secretary of State on the Devon review until 15th July 2009. If further consultation is requested it will occur between 15th March and 14th May. After publication of the Boundary Committee report there will be a four week period when representations can be made.

(c)    **(Min 797d) Env Agency, N Devon & Somerset Shoreline Management Plan (NDASCAG):**

Cllr Hassall had partly completed a NDASCAG Feedback Form before the meeting and the Clerk provided the remaining information.

**RESOLVED**, that Cllr Hassall is thanked and the completed Feedback Form is sent to NDASCAG.

(d)    **(Min 797k) TDC Torrington Area Advisory Group Meeting of 20 January 2009:**

Cllr Hassall was thanked for attending the meeting and his report was received and noted.

(e)    **(Min 799) Speaker for 2009 Annual Meeting:**

Mr Tom Hynes of Devon C.C. Coast & Countryside Service will be guest speaker at the Annual Parish Meeting on 7th May 2009.

(f)    **(Min 801) Community Funds:**

County Councillor Barton announced that he would donate £5,000 from his D.C.C. Community Fund towards improvements at Littleham Village Hall.

**RESOLVED**, that the Parish Council record their appreciation for Cllr Barton's generous award.

**806    Planning Matters:**

(a)    **Planning Application 0036/2009; Heale Lodge, Littleham:**

**RESOLVED**, on the motion of Cllr M Smith, seconded by Cllr Stevens, that Planning Application 1/0036/2009, in respect of Heale Lodge, Littleham, is recommended for APPROVAL.

(b)    **TDC Sustainable Communities Workshop; Holsworthy:** Correspondence noted.

(c)    **TDC Strategic Housing Land Availability Assessment: for Potential Housing Sites :-**

**(see Min 795 A (ii) TDC planned Housing Needs Survey for proposed Affordable Dwellings, Alwington):**

The Chairman reported on conversations with Paul Bowser of Abbotsham Cross, Ian Rowland of TDC and John Scott of CCD. The Clerk had also contacted Rachel Webdell of TDC. TDC and CCD request a meeting with the Parish Council, Paul Bowser and Alwington PC in order to make further arrangements for the proposed Affordable Housing Needs Survey. TDC and CCD wish to involve the community in the survey.

**806(c) continued: -**

TDC Cllr Pennington advised that the survey would relate to all aspects of Housing Need and not just Affordable Housing Need.

**RESOLVED**, that the Chairman, plus Cllrs Atkinson and Mrs Beer, shall attend the meeting with TDC, CCD and Mr Paul Bowser, at a date, after 17th March, to be agreed by the Chairman.

(d) **TDC Strategic Land Availability Assessment: Call for Potential Housing Sites; 19 Feb – 1st April 2009:**

TDC is carrying out a Strategic Housing Land Availability Assessment (SHLAA) and seeks up to date information on land that might have potential to deliver housing development. Interested parties are to be invited to submit details of potential sites.

The Parish Council are also requested to help in identifying and providing details of any sites, land or buildings thought to be appropriate for delivering new housing. TDC is currently looking for details of sites of 0.1 Ha or larger, or have potential to deliver 5 or more dwellings, within, or well related to, suitable towns and villages. The SHLAA will not form District Council policy; it is a technical study.

Cllr Hassall received general support, when he commented that further housing development in Littleham and Landcross should be opposed, because it would not be appropriate or sustainable.

**RESOLVED, that the Chairman responds to T. D.C. on behalf of the Parish Council.**

(e) **TDC Regional Spatial Strategy: Settlement Assessment Questionnaire:**

TDC has requested completion of an 18 Page Questionnaire for each of the civil parishes. Cllr Atkinson attempted the questionnaire for Littleham. The Chairman and Cllr Mrs Beer had also scanned the information requested.

**RESOLVED that the Chairman, plus Cllrs Atkinson, Mrs Beer and Stevens meet as a Working Party to complete questionnaires for both Littleham and Landcross before the response deadline. The Working Party is to be chaired by Cllr Atkinson and the first meeting is to be called at a time to be agreed.**

**TDC: N Devon & Torridge Core Strategy Feedback Report and Engagement Plan:**

An e-mail from TDC was distributed to all members before the meeting. The district councils are undertaking additional participation and progressing from the Issues and Options Stage of their joint Core Strategy towards publication of the Draft Core Strategy in October 2009. TDC invite responses on Comments Forms provided on the TDC website.

**RESOLVED that this item is referred to the next Parish Council Meeting on 30th April and that TDC are requested to supply hard copies of the documents and questionnaire held on the website, because some Parish Councillors are not on-line and several of those on-line do not have facilities capable of printing this volume of documentation.**

(f) **TDC Local Needs Assessment: Parish Survey: Open Space, Sport & Recreation:**

TDC requests completion of a several pages of two questionnaires for each of the civil parishes. The Chairman and Cllr Poole are completing the questionnaire for Littleham and Cllr Mrs Beer is arranging completion for Landcross. A TDC map of open space and recreation facilities in Littleham was reviewed, but TDC has not sent a similar map for Landcross. The Littleham map incorrectly showed Littleham Playing Field extending beyond its two acre boundary.

**RESOLVED that the Chairman, Cllr Poole and Cllr Mrs Beer meet as a Working Party, as and when required, to complete these questionnaires and to comment on the TDC maps.**

(g) **TDC Questionnaires:**

The Parish Council is very concerned that TDC officials appear to have little understanding of the capacity of small rural parish councils to respond to so many technical documents and lengthy questionnaires. With members meeting for less than two hours per meeting, approximately eight evenings a year, supported by a Clerk for less than three hours per week, it is unrealistic to expect Parish Councillors to respond in such detail. Parish Councils and TDC need to urgently discuss simpler, briefer, easier procedures to gather local council comment.

## **807 Highways & Footpaths:**

(a) **Matters arising from Minute 793(a): Flooding at Lower Webbs, Littleham:**

Members noted that Mrs Cooper's contractor has completed the recommended kerb-laying work.

(b) **Matters arising from Minute 793 (b) : Upadown Lane, Littleham**

A letter was received from Mrs A. Smith, Definitive Map Officer, DCC, noting that the un-adopted track has now been cleared. She also noted that an Apps Lane path was being considered by the Parish Council. Mrs Smith enclosed maps to assist the Parish Council if they decide to apply for the Upadown Track or Apps Lane path to become part of the Definitive Map.

(c) **Matters arising from Minute 793 (c) Footpaths Working Group:**

Cllrs Atkinson and Poole are considering the feasibility of designating a path along Apps Lane. There are difficulties to overcome and seeking a "Permissive Right of Way" might be a better option. Cllr Stevens pointed out the dangers to livestock from uncontrolled dogs and from gates being left open and the risks of damage to crops. Members also recommended the Community Website Assoc. to consider displaying a recently published local footpath route.

**RESOLVED, that the Footpaths Working Party (Cllrs Atkinson, Hassall, Poole, G Smith and TDC Cllr Pennington) meet, at a time to be mutually agreed, to give further consideration to the need for additional footpaths in Littleham and Landcross.**

**(d) Road Safety; Speeding:**

The Department of Transport, London, has acknowledged receipt of the Parish Council's letter.

**(e) Speeding: Rose Cottage Bend, Littleham:**

The Parish Council noted that the requested SLOW road marking had been provided. DCC Cllr Barton advised that he had visited Mr Lee of Delft House, Littleham to discuss this matter.

**(f) (Min 778e) Parking on roadside verges, Mount Pleasant, Littleham and (Min 778a) Church Lane:**

Cllr Poole advised that DCC has now marked the white line as requested and that a suitable No Parking sign would now be fixed to the roadside boundary wall.

**(g) S.W. Highways road repair work in Littleham:**

Cllr Heard reported that DCC has patched and filled in potholes along the Moorhead Cross to Littleham road. Members commented on the high standard of work carried out.

**RESOLVED, that the DCC Local Service Officer is thanked for the work carried out and that special mention is made of Mr Elsworthy's commendable attention to recent highways problems in Littleham.**

**(h) Access on to A386 at Landcross:**

Cllr Hassall reported that the field gateway off the lay-by, opposite Wyltowyn Lane, is being used more often by a digger and that water supply works have been carried out and hardcore deposited to improve access to a stable block in the field. He enquired whether this complies with planning requirements. Cllr Mrs Beer advised that planning approval for the stable block and access was granted several years ago.

**(i) A 386 Landcross, Rumble Strips:**

A complaint has been received about noise from rumble strips near the Tarka Trail entrance. DCC Cllr Barton advised that the strips installed were considered the least disruptive and Cllr Mrs Beer pointed out the Landcross had requested this traffic calming measure, because of danger to local mothers and children crossing to or from the Tarka Trail. There was no recommendation.

**(j) (Min 793g) Bus Stops and Bus Shelters:**

The Clerk reported that DCC Bus Stop and Bus Shelter Survey Forms had been completed and.

Cllr Heard recommended that Mr Wilf Smith is thanked for removing litter from the roadside verges and also Cllr M Stevens for removing litter from the bus shelter.

**RESOLVED, that Mr W. Smith, 2 Red Cottages, Littleham and Cllr M. Stevens are thanked for their public-spirited voluntary work removing Littleham's litter.**

**808 Littleham Village Hall & Playing Field:**

**(a) CCD Grassroots Grant:** Grant scheme details have been forwarded to the Village Hall Committee.

**(b) Dog Faeces:**

Cllr M Smith reported that when the Parish Council's contractor was strimming the verge between the Village Hall Car Park and the highway, his machine disturbed nine separate dog fouling deposits. This resulted in additional unpleasant, hazardous cleansing work. Neighbouring residents have also complained about similar dog fouling nuisance.

**RESOLVED that the Chairman writes in Crosslet, drawing attention to this nuisance and that the TDC Dog Warden is advised of this nuisance and requested to visit the site and supply suitable signs for display near the dog litter bin and near-by poles.**

**809 Parish Plan:**

**(a) Parish Plan Action Plan Group: Littleham Newcomers' Welcome Booklet:**

The Parish Council has provided paper and volunteers have printed 130 booklets for distribution in Littleham only. The Website Assoc has incurred costs printing the booklet.

**RESOLVED, that Littleham & Landcross Website Assoc are reimbursed the costs incurred and that the amount to be paid is to be agreed at the next Parish Council meeting.**

**(b) Gt Torrington MCTA LCP Meeting :**

The Clerk commented on the importance of Littleham & Landcross being represented at these meetings. Whatever format of future local government in Devon occurs, it is likely to require cost effective integrated service delivery and management, involving both principal and parish councils. The Torrington LCP will be involved in identifying appropriate integrated service delivery proposals for our area.

**(c) Littleham & Landcross Website Assoc:**

The Parish Council was represented at the Website Assoc. Annual General Meeting.

## **810 Finance & Insurance:**

### **(a) Authorisation of Payments and Report on Bank Balance:**

**Resolved, that the following payments are approved: -**

**£ 57.50 Audit Commission** (Annual Audit Fee + VAT)

**£ 552.00 H. G. Wivell** (grass cutting & strimming + VAT)

**£ 70.00 Littleham Village Hall Committee** (hire of room)

**£ 12.01 Thomas Westcott** (copying)

**£ 463.30 N.H. Jackson, dated 21 March 2009** (1/4 Yr salary + expenses).

Dispatch of Cheque 104, £5.00 TTVS (Min 757) was also authorised.

The Chairman endorsed Bank Statements showing a cleared Bank Balance of £2,807.50 at 20 Feb 2009.

### **(b) Insurance:**

DAPC has forwarded details of the Norwich Union Parish Councils Insurance Scheme. DAPC had also organised the Parish Council's existing insurance arrangements with First Direct (part of Zurich Insurance). Insurance renewal will be required from 1st June 2009.

**RESOLVED that Norwich Union and First Direct are both invited to quote for the Parish Council's insurance cover for 2009/10.**

## **811 Consideration of correspondence & communications requiring attention:**

Members received the following correspondence: -

### **(a) TDC: Dog Control Orders:**

**RESOLVED, that TDC is asked to reconsider introducing the proposed Dog Control Order, as worded at present, because, in practice, it is likely to be unenforceable; there appear to be no exemptions for working dogs (e.g. dogs working sheep or droving cattle on public roads) and there is insufficient Dog Warden cover at present and the new order will add to the District Council's workload**

## **Minute 811(continued): -**

### **(b) TDC Empty Homes Strategy:**

A 12 page TDC Consultation Draft and Strategy Feedback Forms have been sent to Parish Councillors.

**RESOLVED, that TDC is advised that the Parish Council is not aware of any long term empty dwellings.**

### **(c) Credit Crunch Forum, 27 January 2009:** Receipt of correspondence noted.

### **(d) DAPC Royal Garden Party, 7th July 2009:**

Nominations are requested before the 11th March 2009 ballot.

**RESOLVED, that Cllr M. J. Smith is nominated.**

### **(e) Senior Council for Devon:** Receipt of correspondence noted.

### **(f) Rolle Canal & N Devon Waterways Soc: The Future of Rolle Canal Meeting, 5th March 2009:**

Cllr Hassall summarised the purpose of this meeting.

### **(g) Safer North Devon Community Safety Partnership:**

Cllr Poole will distribute the batches of the leaflets provided in both Littleham and Landcross.

### **(h) TTVS:** Correspondence received and noted.

### **(i) DAPC E- Mail Correspondence: Small Green Steps, Community Buildings Training Programme, Power of Well Being; DAPC Training Courses; Community Land Trust Fund; Young Parish Councillors; Digital Switchover Help Scheme:** Copies of these messages had been forwarded to Parish Councillors before the meeting and receipt of these DAPC items was noted.

### **(j) DAPC Newsletter March/ April 09:**

All Parish Councillors had previously received a copy of the newsletter. Members noted that Co-opted Members will still be able to be Chairman or Vice-Chairman of the Parish Council, despite new legislation within the Local Government & Public Involvement in Health Act 2007.

### **(k) Calor Gas Village of the Year Competition:** Correspondence received and noted.

### **(l) Barnstaple & District Civic Society Conservation Awards 2009:**

Cllr Hassall was invited to prepare an Application Form in respect of the Rolle Canal Sealocks Project.

**RESOLVED, that consideration is given to nominating the Rolle Canal Society for an award.**

### **(m) Allotments (Mrs Karen Behnke):**

A letter was received from Mrs Karen Behnke, requesting the Parish Council to assist her to find an allotment in Littleham. She requested permission to carry out a survey to ascertain how many Littleham families want allotments. The Chairman thought that introducing those in Littleham seeking a garden to

those with gardens that they can no longer manage could be mutually beneficial. TDC Cllr Pennington agreed to contact Mrs Behnke about Allotments; he also recommended that she should speak to Bideford Town Councillor Andy Powell.

**RESOLVED, that Mrs Behnke is advised that the Parish Council have no objection to her carrying out her survey. She is also to be advised that TDC Cllr Pennington would contact her about this matter.**

**812 Consideration of other correspondence received since the last meeting:**

A file was made available to Parish Councillors containing correspondence about TDC Register of Electors Up-date; CCD Village Green magazine; Devon PFA The Playing Field magazine; DCC In-Touch magazine; G Cox MP surgeries; Junk Mail magazine; Town & Parish Standard magazine; DCC Drainage From Roads leaflet; "What the County Council does and who to contact" leaflet; NHS RD&E Express magazine; Clerks & Councils Direct magazine; promotional and other items. On-line Parish Councillors had also received various DAPC items.

**813 Jubilee Trees, Boundstone Cotts, Littleham:**

Cllr Atkinson reported that some of the overhanging branches of the Jubilee Trees need trimming. Western Power has previously attended to this, when power lines were affected. It was agreed that Former Parish Council Chairman John Bromhead should be consulted, before further action is taken.

**814 Devon County Council achieves 4 Star Excellence Status:**

**RESOLVED, that a letter is sent to the Chief Executive of Devon County Council to congratulate DCC on being award 4 Star status by the Audit Commission.**

**815 Dates of Next Meetings:**

**Thursday 30<sup>th</sup> April 2009: Parish Council Meeting at 7.30 pm.**

**Thursday 7th May 2009: Annual Parish Council Meeting, 7.00pm;**

**Annual Parish Meeting 8.00pm.**

*The meeting began at 7.30 pm and ended at 9.22pm*