

LITTLEHAM & LANDCROSS PARISH COUNCIL
MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
HELD AT LITTLEHAM VILLAGE HALL ON THURSDAY 12TH
MAY 2011.



Present: *Cllrs. Atkinson (Vice-Chairman), Mrs Beer (Chair), Hamilton, Hopkins, M Smith and Stevens.*

TDC Cllr Pennington [from 8.05pm].

Apologies: *Cllrs Heard. DCC Cllr Robinson.*

Members of the public wishing to address the meeting on a specific agenda item, were, in accordance with Standing Order 24 and Paragraph 12(2) of Statutory Instrument 2007/1159, permitted to do so before that Agenda Item.

1059 - Registration of Members Interests: No additional registrations were required.

1060 – Election of Chairperson & Declaration of Acceptance of Office for 2011/12: The Outgoing Chairman, Cllr Mrs Beer, thanked Members for their support during 2010/11 and advised that she would be prepared to continue for a further year. **RESOLVED, on the motion of Cllr Hamilton, seconded by Cllr Stevens and duly carried, that Cllr Mrs Beer is elected Chair of Littleham & Landcross Parish Council for 2011/12. Cllr Mrs Beer thanked Members for their support, completed a Declaration of Acceptance of Office and became Chair of the Annual Parish Council Meeting.**

1061 – Election of Vice- Chairman for 2010/11: RESOLVED, on the motion of Cllr Hopkins, seconded by Cllr

Hamilton and duly carried that Cllr Atkinson is re-appointed Vice Chairman of Littleham & Landcross Parish Council for 2011/12. Cllr Atkinson thanked Members for their support during 2010/11.

1062 – To confirm co-option of Councillors: the following Parishioners were willing to be Co-opted to serve as Councillors for 2011/12: James Corkery and Loraine Kindley for Littleham; Prudence Phillips and Chris Hassall for Landcross. **RESOLVED, on the motion of Cllr Hamilton, seconded by Cllr Sue Beer that they be co-opted as Councillors for 2011/12.** It is recorded that Patricia Fishleigh is also willing to stand [Landcross] but was unable to attend this meeting – she will be confirmed at the next meeting she attends.

1063 – To Receive Declarations of Acceptance of Office from new Councillors: Declarations were signed and witnessed. New Registers of Members Interests were completed by the new Councillors; Registers for existing Councillors were updated and re-signed/dated.

1064 – To Approve Minutes 1047 – 1058 of 28th April 2011: with the amendment on Minute 1050 - ahead of item (a) "Cllr Stevens left the meeting for this Item" to be inserted - the Minutes were adopted as a true record of the meeting. P: Cllr Atkinson S: Cllr Stevens
All agreed.

1065 - Confirmation of decisions made at the above Meeting in respect of Annual Parish Council Meeting items:

- a) To confirm that Members have a copy of Current Standing Orders [including following amendment]. It was resolved to amend S31 to read:
"A member from each community ie: Littleham & Landcross, will be nominated to receive Planning Matters Correspondence from Torridge District Council relating to his/her Community, and are to organise circulation of papers to Councillors before the relevant meeting. They are to advise both the Chair and Clerk immediately upon receipt of such correspondence so that the necessary

agenda items can be prepared or arrangements made to call an Urgent meeting for Planning Purposes.”

P: Cllr Mrs Beer.

S: Cllr Atkinson.

All agreed.

- b) To confirm that Members have a copy of current Self- Help Emergency Plan. This was confirmed. It was noted that Mr Pedlar no longer wished to be the Co-ordinator for Landcross as this clashed with his employment role, Cllr Sue Beer agreed to be the named co-ordinator. It was agreed to defer full review until the June meeting, .
- c) To review and agree the Risk Analysis Statement. It was agreed that no amendments were required, apart from re-dating [to 20011/12].
- d) Appointment of Trustee of Littleham Village Hall & Rifle Range. Cllr Hamilton agreed to carry on in this role.

1066- Matters Arising – not Covered by Agenda: Letters had been sent to: Mark Beer [Environment, TDC] re Dog Litter Bin, frequency of emptying & re New Charges at the Recycling Centre: to Mrs Melville and to Parkham Parish Council re Bus Service 372. The Clerk advised that e-mail acknowledgements had been received from Messrs Beer & Deveraux [TDC]

1067- Planning: Matters Arising:

- a. 1/0152/2011/FUL [1/0356/2009/AGR]: Edge Mills Nursery: letters sent to Mark Beer [Environment] and Adrian Deveraux [Planning] at TDC as requested. Response from Deveraux: “I am currently dealing with a planning application for a proposed access on to the site, but this application may be withdrawn as the Highway Department at DCC have concerns. On the matter of the mushroom farm, I have spoken with the Enforcement Section who confirm that the owner of the site has permission under permitted development rights for a couple of buildings. Reference 1/0365/2009/AGR - Two agricultural buildings for storing of machinery and plants. I am checking with the Legal Department to ascertain whether the use of these buildings for a mushroom farm would require any further planning permission or new prior notification to be submitted. It may be a case that they would be permitted under agricultural development, but I will keep you informed.” Response from Beer: “There do not appear to be any operating mushroom farms in Torridge District Council's area, but I believe Watergate mushroom farm remains in business just across the district boundary in Umberleigh”
Cllr Hassall recommended that we write to TDC with our concerns that if Planning is refused, immediate action should be taken to ensure that the applicant re-instate the original hedge by planting of oaks.
Approved – all agreed.

1068 - District & County Councillors' Reports.

TDC Cllr Pennington: following the recent local elections, no one party had an overall majority at TDC; now discussing ways to work together for the forthcoming year which will see many important and difficult decisions to be made regarding services and reduced budgets. It appears that Devon County will install traffic lights at the Westleigh Junction despite local recommendations.

DCC Cllr Robinson: No report for this meeting.

1069 - Finance & Insurance:

- a. Report on Bank Balance and Authorisation of Payments. No further bank statement received since the last meeting; no request for payments.
- b. Internal Audit – has been completed by David Baglow, who has signed Section 4 of the Annual Return [Audit Commission] accordingly, no concerns raised. He has agreed to carry out the Internal Audit next year at the same fee.
- c. Approve 2010/11 Final Accounts Statement; to be signed by Chair and RFO. The Clerk tabled copies of Section 1 – Accounting Statements, requested approval and for the Chair to sign.
P: Cllr Atkinson. S: Cllr Stevens. All agreed.
and Section 2 – Annual Governance Statement, again to be approved for signing.
P: Cllr Smith S: Cllr Hassall All agreed.

d. Other Financial or Insurance matters:

- i. Letter sent to confirm that TDC will make salary payments [£341.35] to the Clerk, quarterly in arrears commencing end June 2011; fees £10 per payment and £25 set-up, deducted from precept.
- ii. Confirmation received from TDC of 1st Precept Payment - £1729.80 [£1825 less £95.20 to DAPC].

1070 – Correspondence Requiring attention:

- a. From DALC [by e-mail] – details of training for New Councillors. The closest session was at Filleigh on June 8th. – the Clerk was asked to ascertain if TDC would be holding local training sessions.
- b. Cllr Sue Beer had received a response regarding the sewerage leak at Landcross from Mark Beer [TDC] “A contractor has been to inspect the site at Landcross to consider remedial works. I am chasing works asap. Meanwhile I asked DCC if they could secure the discharge area on the Tarka Trail and I can confirm they have coned this off.”

1071 a - Other Correspondence Received: None.

b - On-line Correspondence received: DCC – Waste Core Strategy: TTVS – Snippets: TTVS – Funding News
May 2011: RSN – Weekly digest 10.5.11.

1072 - AOB: Pat Haddrell will be at the Annual Parish meeting to take a photo of all Council Members.

1073 – Next meeting[s]: 16 June [if Village Hall confirmed] . The Clerk is asked to schedule meetings for the next year and book with Village Hall.

Annual Parish Meeting [Open meeting]: Thursday May 19th, 2011 at 7.30pm.

The meeting closed at 8.35pm