

LITTLEHAM & LANDCROSS PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD AT LITTLEHAM VILLAGE
HALL
ON THURSDAY 14 JANUARY 2010

Present: Cllrs Atkinson, Mrs Galvin, Hassall, Heard, Hopkins, Poole, G. Smith, M. Smith, Stevens, TDC Cllr Pennington.

Apologies: Cllrs Mrs Beer (Vice-Chairman), Hamilton (Chairman), Ms Lamb and DCC Cllr Dr Robinson.

In the absence of the Chairman and Vice-Chairman, Immediate Past-Chairman Cllr Mrs Galvin acted as Chairman.

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.

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

909 To confirm Minutes 897-907 of 19 November 2009:

RESOLVED, on the motion of Cllr Atkinson, seconded by Cllr Poole, that Minutes 897– 907 of 19th November 2009 are approved and signed as a correct record.

910 To consider matters arising from above Minutes:

(a) (Min 905b) N Devon Biosphere Reserve: Request for support:

A letter from the N Devon Biosphere Reserve Chairman had been sent to Members. The Biosphere Reserve Chairman invited the Parish Council to: - (1) Support the aims of the Biosphere Reserve by raising awareness within Littleham & Landcross; (2) Nominate a Parish Councillor as Littleham & Landcross Biosphere Reserve Parish Champion; (3) Formally endorse the vision and strategy of the Biosphere Reserve and (4) Consider how Littleham & Landcross can advance the aims of the Biosphere.

RESOLVED, that the Parish Council agrees to support the aims of the Biosphere Reserve and raise awareness within Littleham & Landcross and endorse the vision and strategy of the Biosphere Reserve and also, that the Parish Plan Action Group and Biodiversity Audit Action Group, with assistance from “Crosslet”, are invited to identify a potential Littleham & Landcross Biosphere Reserve Parish Champion and consider how Littleham & Landcross can advance the aims of the Biosphere.

(b) (Min 905e) DCC Love Food Hate Waste & TDC Food Waste Caddies:

TDC has advised Cllr Mrs Beer that they are unable to introduce wheelie-bin collection services in Landcross, because of the narrow village lanes, lack of turning space and problems with parked vehicles.

Cllr M Smith questioned the safety aspects of collecting food waste with the compost and cardboard collections. He asked whether food-waste was being adequately heat-treated to safeguard against infection.

(c) (Min 905i) Holsworthy Town Council: On-Street Pay & Display Parking:

Members noted receipt of a letter from DCC advising that the proposed on-street Pay & Display facility in Holsworthy would improve traffic management and improve efficiency.

(d) (Min 905l) TAAG: Travellers Pitches:

Cllr Hassall has drafted a letter for the Parish Council to advise TDC that his research had, without difficulty, identified that the allocation of traveller’s pitches to District Council areas is based on the number of families on unauthorised pitches at the time of a survey in 2006. Cllr Hassall thinks this methodology gives cause to question the remit and the validity of some of the Plymouth University research used to determine pitch allocation in Torridge and other districts. The Parish Council wrote a letter to TDC, on 15th December 2009, based on Cllr Hassall’s draft. The letter invited TDC to respond to four specific questions in time for them to be considered at this meeting. A reply has yet to be received.

RESOLVED, that further consideration of this matter is deferred until the next Parish Council Meeting and that TDC is reminded that the Parish Council awaits a reply to their letter of 15 December 2009.

911 Planning Matters:

(a) Matters arising from previous minutes

(1) (Min 900a & 887b) Planning Application 1/0635/2009/FUL: Riding Stables, Little America, Bideford:

The Chairman of the Parish Council had reported, at Minute 900a, that additional information could be submitted to TDC regarding “Menage and Car Parking” and the Parish Council had resolved at Minute

900a, to leave their earlier comments with TDC. A 12 January letter from TDC was received advising that representations can be made until 2nd February 2010, but only on matters relating to land use. The contents of the letter were noted.

- (2) **(Min 900d) Torridge Draft Wind Energy Policy Document Consultation Event:** Members were reminded that the Parish Council had noted receipt of an E-message from Limehouse Consultants, advising that the Torridge Draft Wind Energy Policy Document Consultation Event ends on 15th January.

(1) Planning Applications: 1190/2009 Conservatory at Robin Hill Farm Cottages, Littleham: 1196/2009 Groves Cross Cottages, Littleham: and 1217/2009 Cottages at Robin Hill Farm, Littleham:

The Chairman had consulted Members before the meeting, because TDC required a decision before the date of this meeting. No Member has objected to these Planning Applications, so the Chairman had authorised that TDC are recommended to approve all three applications.

RESOLVED, that the Parish Council confirms support of the Chairman's action and formally recommends approval of Planning Applications 1190/2009; 1196/2009 and 1217/2009.

(2) TDC: N Devon & Torridge Core Strategy – Forthcoming Consultation: 3rd – 5th February 2010:

North Devon and Torridge District Councils have prepared a draft Core Strategy Development Plan Document that is to be published on 21st January 2010 for a six week period of public consultation. A copy was made available to Parish Councillors at the meeting. This document, the related Sustainability Appraisal and other supporting documents can be viewed on web-sites: www.northdevon.gov.uk/corestrategy and www.torridge.gov.uk/ldf. The District Councils are encouraging respondents to make comments on-line to ldf@northdevon.gov.uk or ldf@torridge.gov.uk. Comments should arrive before 5pm on 4th March 2010. Parish Councillors are invited to attend Consultation Events.

912 County & District Councillor's Reports: Received and noted.

913 Highways & Footpaths:

- (a) **Matters arising from previous Minutes- (Min 901d):** The pothole near High Park has been reinstated.
- (b) **Snow and frost damage:** DCC has been asked to attend to 8 potholes in Littleham. Members complained about dangerous icy pavements and estate roads in Bideford and deplored the climate of reluctance that causes potential volunteers / good neighbours not to clear pavements etc. through fear of litigation. Cllr G. Smith thought Self Help Emergency Plan 4-wheel drive vehicles should have been called out.
- (c) **Mt Pleasant – Boundstone Farm accumulation of mud and debris on highway verge:**
Cllr Poole reported that this mud and debris needed to be cleared from the highway verge and Cllr Stevens agreed to arrange clearance. Cllr Poole reported that a street light near the Church Lane Corner was out.

914 Littleham Village Hall & Playing Field:

- (a) **Village Hall Grant (Min 904(b):** Cllr M Smith stated that running the Village Hall was a worthy cause, but Parish Council subsidies should only be targeted towards specific Village Hall development projects.
RESOLVED, that this matter is deferred until the next Parish Council Meeting.
- (b) **Grass Cutting Quotation 2010/11:**
Mr Wivell's quotation for 2010/11 is £30 per cut (based on 20 cuts p.a.) and £10 per hour for strimming. These rates also applied in 2009/10.

RESOLVED, that Mr Wivell's quotation is accepted and that he is thanked for the work he has done.

- (c) **Parish Council Meetings 2010/11:** **RESOLVED, that this matter is deferred until the next meeting, when Members might have better knowledge of the date of the 2010 General Election.**

915 Parish Plan:

- (a) **Parish Plan Action Group Annual Meeting:**
RESOLVED, that a Parish Plan Action Group meeting is convened to review progress.
- (b) **Littleham & Landcross Housing Needs Survey (Min 903a):**
Copies of the survey were sent to all Parish Councillors. The survey recommends one additional dwelling.
RESOLVED, a copy of the draft report is sent to Mr Andrew Tregoning, that receipt of the draft report is noted and that Mr John Scott of CCD is thanked for his work.

916 Finance & Insurance:

- (a) **Authorisation of Payments and Report on Bank Balance:**
A cleared bank balance of £2,458.77 was reported and the Chairman endorsed Bank Statements for November & December 2009.
- (b) **Audit Commission: Appointment of External Auditor:**

The Audit Commission has a policy of rotating appointed auditors every five years and proposes to transfer our audit from District Auditor Alun Williams to District Auditor Wayne Rickard, subject to the Parish Council's comments.

RESOLVED, that the Audit Commission is advised the Parish Council accepts the Audit Commission's proposed transfer of audit duties.

917 To consider correspondence & communications requiring attention:

- (a) **TDC New Register of Electors 2010 (Full Register):** Receipt of confidential Full Registers of Electors for Landcross and Littleham was noted. The Registers shows 76 Landcross electors and 303 Littleham electors. Notification of an additional Littleham entry was also received.
- (b) **Dept of Communities & L Govt. & The Boundary Cttee: Structural Review of Devon:** Receipt of correspondence and e-messages, from the Department of Communities and Local Government, The Boundary Committee for England, DCC, DAPC and the Leader of TDC were received and noted. It is now for the Secretary of State to take a decision on whether to implement the original Exeter City Council unitary proposal, with or without modification; the Boundary Committee's alternative proposal for a unitary county of the whole of existing two-tier Devon; or to take no action. Written representations can be made to the Secretary of State until 19th January. The Parish Council had responded in August 2008.
- (c) **TDC: Members Code of Conduct: Guide to Dispensation:** Copies of guidance notes to help Members requiring dispensation had been issued to all Parish Councillors before the meeting.
- (d) **Information Commissioner's Office; Freedom of Information Act Environmental Information Regulations:**
The correspondence was received and noted.
- (e) **N. H. Jackson: Clerk to the Parish Council:**
The Chairman reported receipt of a letter from the Clerk, dated 7th January 2009, giving notice that he wished to retire at a date convenient to the Parish Council after the 2010 Annual Meetings. The Clerk assured Members that he would stay until his successor was in post.
RESOLVED, on the motion of Cllr Hopkins, seconded by Cllr Atkinson, that the Clerk is thanked for his eight years service to Littleham & Landcross and that the Chairman is authorised to convene an urgent Working Group of those Members who wish to participate, to prepare for the vacancy to be filled.
- (f) **Local Works –promoting the Sustainable Communities Act: More Powers for Parish Councils:**
The correspondence was received and noted.
- (g) **DCC – Consultation on in Year Admission Arrangements for Devon Schools 2010/11; Consultation on Education Consultation Policy 2010/11 and Admission Arrangements for Devon Schools 2011/12:**
Correspondence received and noted.
- (h) **DCC – Fair Funding Campaign for Devon Schools:** Correspondence received and noted.

Minute 917 Continued: -

- (i) **DAPC Newsletter JAN / Feb 2010:** The Local Democracy Bill has received the Royal Assent. DAPC will be holding an Empowering Communities conference for N Devon parish councils and amendments to the Sustainable Communities Act to enhance parish council powers are being considered by Parliament.
- (j) **DAPC: Playing Pitch & Outdoor Courts Study:** Clerk and Chairman to respond before 22 January deadline.
- (k) **TTVS “Helping hands” Need a Hand volunteer recruiting project:** Correspondence received, noted and displayed on Littleham and Landcross Public Notice Boards. TTVS were also given details of who to contact to publish articles in Crosslet magazine.
- (l) **TDC; Devon & Somerset Broadband Connections Speed Survey:** The Clerk and several Members had checked their Broadband Response Times and had advised the DCC Survey Co-ordinator of their findings. Parish Councillors are disappointed with the slow response time readings in Littleham.
- (m) **DCC Emergency Planning newsletter No.7:** Correspondence received, noted, copied to SHEP Co-ordinators and displayed on Littleham and Landcross Public Notice Boards.
- (n) **DCC “Devon Talk” magazine: Snow Emergency:**
DCC has asked Parish Councils to report local examples where members of the public have used their initiative in the recent snow, been a particularly good neighbour, or done something innovative or unusual, to benefit the community, to overcome any problems caused by the snow. The Parish Council was unable to identify suitable local examples.
- (o) **SW Assoc of Local Councils “Rising to the Challenge” Seminar:** Correspondence received and noted.

(p) **RSN: free service from Asset Transfer Unit:** Correspondence received and noted. TDC Cllr Pennington advised the service transfers were being envisaged that will enable neighbouring towns and parishes to participate as partners.

(q) **Big Biosphere Beaches Spring Clean Meeting 25.01.10:** Receipt of an invitation to a meeting on Monday 25th January, at 2 PM at the Coast and Countryside Service, East the Water, was noted. Cllrs Poole and Mrs Galvin expressed an interest in attending.

918 To consider other correspondence received since the last meeting:

A file was made available to Parish Councillors containing correspondence about DCC Devon Talk magazine; Dec Royal Devon & Exeter NHS Foundation Trust RD&E Express; Promotional and Other items: **ON-LINE** Parish Councillors have also received DCC In Touch magazine DEC & Jan; Devon SLCC Newsletter; DCC N. Devon Unesco Biosphere Reserve – Live It, Love It, Look After It: TTVS - Parish Newsletter: TTVS Training Events & Bulletin Dec 09; TTVS Snippets; Rural Services Network Parish News Dec & Jan; NALC DIS bulletins; NALC Conferences & Events Survey; NALC's Local Council Awards 2010 and Other items

919 Next Meeting: Thursday 4th March 2010: 7.30 pm.

The meeting began at 7.30 pm and ended at 9.03 pm