

**LITTLEHAM & LANDCROSS PARISH COUNCIL**  
**MINUTES OF THE ANNUAL PARISH COUNCIL**  
**MEETING HELD AT LITTLEHAM VILLAGE HALL ON**  
**THURSDAY 14<sup>TH</sup> MAY 2015.**



**Present:** Cllrs. Atkinson, Fishleigh, Hamilton, Hassall, Hopkins, Phillips, Smith & Stevens and newly Elected: Charlie Phillips & Jan Whittington  
TDC Councillor Pennington.

**Apologies:** Cllrs Corkery, Haddrell & DCC Cllr Dezart.

***In accordance with Standing Order 28 the Chairperson may adjourn the meeting at his/her Discretion to allow any member of the public wishing to address the meeting, for up to 3 minutes, on a specific agenda item.***

Chairman Ian Atkinson welcomed Councillors C Phillips and Whittington to their first Council Meeting; then vacated the Chair.

**I576 - Election of Chairperson for 2015/16.** Cllr Hopkins nominated Cllr Atkinson as Chairman for 2015-16, who accepted. S: Cllr Hamilton.

All agreed.

Cllr Atkinson resumed Chairmanship of the Meeting.

**I577 - Election of Vice Chairperson for 2015/16.** Cllr P Phillips nominated Cllr Fishleigh as Vice Chairperson for 2015-16, who accepted. S: Cllr Hassall.

All agreed.

**I578 - Receive Declarations of Acceptance of Office from all Councillors.** Declarations of Acceptance were/had been received from all Councillors and were signed by the Clerk.

**I579 - To Register Members Interests.** New forms were received from all Councillors.

**I580 - To approve Minutes I564- I575 of 23rd April 2015.**

Minutes were Proposed as correct by Cllr Hamilton. S: Cllr P Phillips. All agreed [Minutes signed by Chair].

**I581 – Matters Arising:** Re Bus Service 372. Cllr Atkinson advised that Beacon Bus had terminated their contract for this service, and Turners of Chulmleigh were now operating with a smaller vehicle. Cllr Hopkins suggested that the smaller bus may cause problems on busy days, if this occurs we should take up the matter with the operators.

**I582 - Confirmations:**

- a) To confirm that Members have a copy of Current Standing Orders. All confirmed.
- b) To confirm that Members have a copy of current Self- Help Emergency Plans. Cllrs Whittington & P Phillips requested that these documents be sent to them.
- c) To confirm the Risk Analysis Statement for 2015-16. This was confirmed - agenda Item I568.

**I583 - Appointment of Trustee of Littleham Village Hall & Rifle Range.** Cllr Stevens nominated Cllr Hamilton to continue as Trustee. S: Cllr P Phillips. All agreed.

**I584 - PLANNING - Applications: I/0339/2015/FUL – The Glebe, Littleham:** additional living accommodation first floor. After consideration Cllr Hamilton proposed Approval. S: Cllr Smith. All agreed.

**I585 – Highways:** Notice of Closure August 3-7<sup>th</sup> 2015, Littleham X to Crossleigh, opp Barn Close – new water service.

The Clerk read a reply from DCC Highways in response to the Parish Councils letter of 23<sup>rd</sup> January. This noted [inter alia] our response to the proposed Road Warden Scheme, understanding that the scheme “isn’t for everyone” and will be happy to assist if we change our minds. They will endeavour to maintain roads in a state of repair that gives “reasonably safe passage for all normal ordinary traffic”. In respect of the landslip at Whitehall the costs of temporary lights for the last financial year were £25,743, with ongoing costs iro £500 per week. At this stage “the County engineer does not deem it safe to remove the traffic lights, and negotiations continue with the landowner’s solicitor to bring the matter to a satisfactory conclusion.”

The response was discussed, and Cllr Pennington agreed to raise the issue with David Howell, TDC Councillor for Bideford South [Outer].

#### **I586 - Finance & Insurance:**

- a) Report on Bank Balance and Authorisation of Payments.

Bank balance at 20<sup>th</sup> April 2015 was £4456.86. Cashbook figures had been circulated prior to the meeting, showing cheque outstanding: £94.50 to Littleham Village Hall. Balance available to LLPC being £4362.36. Cllr Hamilton proposed that the Bank S/m and Cashbook be signed as correct. S: Cllr Smith. All agreed.

*Before agreeing Payments for Authorisation the Clerk advised the meeting that having received Insurance Renewal Documentation, he had asked for a revised premium to give cover for the Shed, Notice Boards, Grit Bins & Boxes. This gave a renewal Premium of £163.77 against £144.59 without these assets being covered.*

Payments requested: To Doug Hamilton – as re-imbursement for new pinboard for the Notice Board at the Village Hall - £29.76. Community First Trading – Insurance Premium to June 2016 - £163.77.

Proposed: Cllr Fishleigh. S: Cllr P Phillips. All agreed.

- b) Approve 2014/15 Final Accounts Statement; to be signed by Chair and RFO.

Proposed: Cllr Hamilton. S: Cllr Fishleigh. All agreed.

- c) Approve signing of the Audit Return- Sections 1&2

Section 1 - Proposed: Cllr Fishleigh. S: Cllr Hopkins. All agreed.

Section 2 – Proposed: Cllr Hopkins. S: Cllr Smith. All agreed.

**Other Financial or Insurance Matters:** An Insurance quotation, wef renewal date had been received from Aon, giving indicative quotes of £193 – Noted, the Council will stay with existing Insurance Company.

**I587 - Correspondence Requiring Attention:** The Chairman read a letter from Mr & Mrs Percy of Pendower, Littleham, complaining about the state of the phonebox. They feel it should be repaired and refurbished as soon as possible, or can the Council consider “adopting” or removing it. After discussion it was agreed that Councillors would review the functionality of the phonebox and report to the Clerk who would investigate how to take matters forward.

**I588 - Other Correspondence received:** Clerks & Councils Direct – May 2015.

**I589 - E-Mail correspondence received:** RSN Weekly Digest[x3]: RSN – Spotlight: Torridge Crime Report [x3]: RSN – Rural Opportunities Bulletin: Fields in Trust – May: Local Gov. Boundary Commission – Devon Consultation.

**I590 -AOB.** - Cllr Haddrell has asked that the following items be placed on the Agenda for the next meeting:

- a) The “Lorry Park” [Mahoney], blocking the Bridleway and b) the “agricultural Road” being constructed between the Archery and Apps.

In accordance with latest Local Government requirements the Draft Minutes of this meeting will be placed on the Village website within 1 month of today's date.

**I591 – Next scheduled Meetings: July 9<sup>th</sup> , September 10<sup>th</sup> , October 22<sup>nd</sup> & December 10<sup>th</sup> 2015.**

The meeting closed at 8pm.