

LANGTREE PARISH COUNCIL

MINUTES OF MEETING 8TH FEBRUARY 2018

Present:	Councillors: Terry Attridge (Chairman) Geoff Bond Jenny Coles Colin Edworthy James French Mark Glover David Ley Pat Mitchell David Hurley (TDC)
In attendance	Mr Leigh Pollinger – Parish Clerk 1 member of the public and David Gubb of All Coast Media
11	WELCOME AND APOLOGIES FOR ABSENCE <ul style="list-style-type: none">The Chairman opened the meeting at 19.30. Apologies for absence were received from Cllr Andrew Saywell, PCSO Melissa Baker, Councillor Franklin Tucker was absent.
12	MINUTES OF THE LAST MEETING
12.1	Matters Arising <ul style="list-style-type: none"><i>Item 05.3 It was thought that it had been agreed that there would be a 50/50 split between Langtree Developments and LPC for the costs of applying for Building Regulations. The Clerk was asked to investigate.</i> The Clerk has been advised that discussions were not held with the developer.<i>Item 05.3 It was agreed that the Clerk will contact TDC Planning Controls to obtain estimates of the costs of the Building Regulation Application.</i> Details of costs are given below (from TDC website)

TABLE C (All other work to which Tables A and B don't apply) If cost of works is over £50,000 - please contact us			
ESTIMATED COST OF WORKS £ (Exc VAT)	FULL PLANS Charges £ (Inc. VAT)		BUILDING NOTICE Charge £ (Inc VAT)
	Plan	Inspection	
Up to 2,000	165	N/A	165
2,001 - 5,000	264	N/A	264
5,001 - 10,000	134	200	334
10,001 - 20,000	162	242	404
20,001 - 30,000	200	299	499
30,001 - 40,000	222	334	556
40,001 - 50,000	305	458	763

All of the fees listed above are inclusive of VAT at 20%

A potential invoice for applying for Building Regulations for the Changing Rooms is anticipated.

As part of the discussions regarding Building Regulations, the Parish Clerk gave an update on his investigations into VAT implications. Requested advice from VAT office regarding reclaiming VAT for Changing Room fit out and DAA Landing Lights received on 7th Feb 2018. We were pointed to VAT notice 749 (<https://www.gov.uk/government/publications/vat-notice-749-local-authorities-and-similar-bodies/vat-notice-749-local-authorities-and-similar-bodies>) Section 11 which deals specifically with the issues the PC is grappling with.

It was agreed that a meeting should be set up with Sue Lee to understand responsibilities and jointly agree the best ways we could minimise VAT outflows. Parish Clerk to arrange.

- *Item 08.6 Agreed that archive items should be offered to Mike Roe of the Langtree History Society.*

This has been done and items transferred

- *Item 08.9 RoSPA Cllr French advised that he was aware of an alternative company and will forward details to the Clerk for him to follow up.*

This has been received but decision made to stay with RoSPA this year.

- *Item 09 0 The Parish Clerk reported that the hinges had rusted through on the Notice Boards at Stibb Cross.*

Stibb Cross notice board has been repaired

- Other matters raised are dealt with separately below.

12.2

Minutes of meeting held on 11th January 2018 to be agreed and signed

	<ul style="list-style-type: none"> Minutes of the meeting held on 11th January 2018 were agreed. Proposed Cllr James French and Seconded by Cllr Pat Mitchell.
13	DECLARATION OF INTERESTS <ul style="list-style-type: none"> No declarations of interest were notified.
14	REPORTS
14.1	Police Community Support Officer (apologies received) <ul style="list-style-type: none"> Email received from PCSO Baker 7th Feb 2018. "Crimes and logs for the area for the past month are as follows: Crimes - 0 Logs – 2 road traffic collisions, 2 concern for welfare, 1 animal/wildlife concern and 1 civil dispute"
14.2	County Councillor (apologies received) <ul style="list-style-type: none"> Report from Councillor Saywell was received by email on 7th Feb 2018. This is included as Attachment 1.
14.3	District Councillor <ul style="list-style-type: none"> 2018/19 council discussions are nearing completion. Ratification of new council tax rates will be agreed at full meeting on 26th Feb 2018. Shebbear DAA landing lights are now in operation Councillor Hurley fully supports plans to have a DAA night landing site in Langtree.
15	PARISH MATTERS
15.1	Demonstration of new Parish Council website to be lead by David Gubb of All Coast Media <ul style="list-style-type: none"> See item 08.5 The new Langtree.News site was demonstrated and content of the Parish Council section reviewed. It was agreed that Councillors are agreeable to have full address details on the site. It is planned that site will go live on Monday 12th February.
15.2	To agree the response from LPC to the Community Governance Review being conducted by Torridge District Council <ul style="list-style-type: none"> See item 05.1 It was agreed that the preference is for Langtree Parish to remain as is.

	<ul style="list-style-type: none"> Parish Clerk to draft response to TDC and circulate for comment before issuing prior to the 23rd February cut off date.
15.3	<p>To receive feedback on meeting with Devon Air Ambulance representative on 23/1/18 and agree next steps – Parish Clerk</p> <ul style="list-style-type: none"> See item 05.4 Meeting held with Toby Russell of DAA on 23/1/18 with TA and PM in attendance. Site considered good. Total costs will be around £6k which DAA will fund approx. 50% (propose that we apply for TAP funding towards some of the balance) Timescale – should be completed mid summer Site Survey to be carried out w/e 9th Feb and location of night light mast to finalised Once location agreed will need to apply for planning permission Quotation from electrical fit out company requested The Parish Clerk has written to Frithelstock PC to see if they are interested in joining us in applying for TAP funding – their next PC meeting is scheduled for 1st March.
15.4	<p>To receive an update on progress of Langtree Meadows building works - Cllr Attridge</p> <ul style="list-style-type: none"> See also item 12.1 above. Porch is now being built on front of Changing Rooms and electrical works are underway. No further details on status of house building were available.
16	<p>PUBLIC PARTICIPATION</p> <ul style="list-style-type: none"> No comments received
17	<p>PLANNING</p>
17.1	<p>1/0021/2018/FUL Stable Barn, Langtree, Torrington, Devon EX38 8NU. Single storey ground floor rear extension and re-covering of conservatory roof with glazing</p> <ul style="list-style-type: none"> Approved without comment
17.2	<p>1/0094/2018/OHL Homelea Langtree Torrington Devon EX38 8NB. Overhead lines exemption</p> <ul style="list-style-type: none"> Approved without comment

17.3	<p>1/0115/2018/TRE Land Adjacent To The Green Dragon Fore Street Langtree Torrington Devon EX38 8NG. Works to tree covered by TPO</p> <ul style="list-style-type: none"> • Object • Comments: This tree has historical and cultural significance to the village of Langtree and has been in its current shape for a number of years without problems. The tree's current shape is also being used by a number of local organisations e.g. primary school, parish council as a logo to help define the village, any unnecessary trimming of branches will destroy the shape of this icon. The council believes that the proposed trimming of branches will not balance the tree and in fact will unbalance the top hamper further. It has been reported that the landowner was not contacted regarding TDCs proposals and only became aware of them at the Parish Council meeting. • Parish Clerk to advise TDC planning of Councils views. 						
17.4	<p>Consider any other planning applications received between issuing of agenda and meeting.</p> <ul style="list-style-type: none"> • As at 11.00am on 08/2/18 no other planning applications have been notified. 						
18	CLERK'S REPORT AND FINANCE						
18.1	<p>To provide financial update</p> <ul style="list-style-type: none"> • Bank balances at end of January <table border="1" data-bbox="486 1267 1342 1487"> <tr> <td>Lloyds Bank balance at 31/1/18</td> <td>£3813.70</td> </tr> <tr> <td>Nationwide balance at 31/1/18 (unchecked)</td> <td>£3062.79</td> </tr> <tr> <td>Total</td> <td>£6876.49</td> </tr> </table> <ul style="list-style-type: none"> • One payment made during month of £50.00 to DALC • Requested advice from VAT office regarding reclaiming VAT for Changing Room fit out and DAA Landing Lights See attachment 2 for details. 	Lloyds Bank balance at 31/1/18	£3813.70	Nationwide balance at 31/1/18 (unchecked)	£3062.79	Total	£6876.49
Lloyds Bank balance at 31/1/18	£3813.70						
Nationwide balance at 31/1/18 (unchecked)	£3062.79						
Total	£6876.49						
18.2	<p>To request approval for BACS Payments and cheques</p> <ul style="list-style-type: none"> • Approval requested to pay invoice from D&I Bridgman for Land Drain materials £80.58 – approved. Payment will be made by BACS. • See item 08.3. As a result of attending DALC sponsored course on 23/1/18, have applied for Transparency Code Funding for setting up of web site and transparency documentation requirements. Amount bid for is £758.53 						

	<ul style="list-style-type: none"> • Proposed split of funding is <ul style="list-style-type: none"> ○ Website development £450 – (David Gubb) ○ 2 months of website running cost £40 - (David Gubb) ○ Half day training for Parish Clerk £100 - (David Gubb) ○ Staffing costs to set up and operate (15 hours + 4 hours) £168.53 • Confirmation that funding is approved will be given by end of February and payment early March.
18.3	<p>To provide an update on Parish Clerk expenses and approve training courses requested</p> <ul style="list-style-type: none"> • Expenses <ul style="list-style-type: none"> ○ TDC are unable to handle £200 lump sum proposed to cover annual expenses. Therefore propose to claim expenses against receipts and for these to be approved at monthly PC meeting. Approved. • Training courses <ul style="list-style-type: none"> ○ Preparing for Audit 8th March £30 inc VAT ○ Data Protection Regulations 13th March - £48.00 inc VAT ○ Introduction to VAT 29th March - £36 inc VAT ○ All above courses approved
18.4	<p>To receive an update on development of required policies and procedures</p> <ul style="list-style-type: none"> • 2 / 3 more need doing – Freedom of Information, Data Protection, Risk Assessment. Plan to issue these over coming month or so.
18.5	<p>To review and approve updated Financial Regulations</p> <ul style="list-style-type: none"> • Approved
18.6	<p>To review and approve Health and Safety Policy</p> <ul style="list-style-type: none"> • Approved
18.7	<p>To review and approve Code of Conduct documentation</p> <ul style="list-style-type: none"> • Approved • Note need responses from councillors within 4 weeks.
18.8	<p>Correspondence</p>
18.8.1	<p>Request for expressions of interest from Mad Monk / Banijay productions</p> <ul style="list-style-type: none"> • Suggested that Councillors should review this request from an individual basis. Parish Council is not currently minded to support.
18.8.2	<p>Request for funding from Langtree Local History Group</p>

	<ul style="list-style-type: none"> • A request has also been received from The Methodist Church regarding Siloam Graveyard • These requests should be considered under section 137 requirements • Last year grants were issued to Langtree Community Garden, FOLP, Siloham churchyard, Little Acorns, Parish Church, the History society and the Short mat bowls club. These groups should be contacted again as well as Langtree Newsletter for grant applications.
18.8.3	<p>Correspondence not covered in other discussions above</p> <ul style="list-style-type: none"> • Request from Diane Thompson, Planning Performance Team Leader of TDC to hold meeting in Langtree for all neighbouring Parish Councils subject is enforcement of planning applications date 13th March.
19	ANY OTHER ITEMS AT CHAIRMAN'S DISCRETION
20	DATE OF NEXT MEETING - Monthly Meeting of the Parish Council, Thursday, 8 th March 2018 at 7.30pm
Attachmnt 1	<p>Report from Councillor Andrew Saywell received 7th Feb 2018</p> <p><u>Cllr Andrew Saywell – Report to Langtree Parish Council, February 2018</u></p> <p>Dear councillors,</p> <p>I am sorry I cannot be with you tonight but there are a few things I would like to report back on since the last meeting in January.</p> <p>Local Enterprise Partnership/Economic Development</p> <p>I was pleased to organise a meeting in January with the Chief Executive of the Local Enterprise Partnership, Chris Garcia, who agreed to come down to see me <i>in Torrington!</i> The Head of Economic Regeneration at Torrridge, Sean Kearney, also accompanied me. The LEP is essentially, for want of a better description, the successor organisation to the old Regional Development Agency with more private sector involvement.</p> <p>We started with a meeting with Beran Instruments at the Hatchmoor Industrial Estate and then took Chris on a tour of Torrington which included showing him the derelict creamery site at Torrridge Vale, but also the positive sites for the Town including the Plough and the Town Hall.</p> <p>One meeting is not going to change things overnight and nor would I expect it to. But in terms of it being a profile raising exercise – both for Torrington and the surrounding rural communities – it was a success. We often feel overlooked here, but Chris agreed to drive all the way down from North Somerset to have this meeting and I think it was good that he got to see Torrington and some of the issues we have here first hand.</p>

In terms of next steps, the clear take away I had was that we need a clearer vision as to what our economic ambitions are for the area. I want to make sure that both the DCC Economy Team and TDC's Economic Regeneration Teams are talking and working together as we formulate this.

I have been able to secure a second follow up meeting in March with Mr Garcia, who should be coming to meet with me and the four other DCC Torrington councillors, along with Keri Denton (Head of the Economy Team at DCC) to discuss broader economic development opportunities within Torrington.

Highways

Not surprisingly, given the weather we had in January, Highways issues have continued to dominate my casework.

Poor drainage in particular remains a problem, not just in Torrington Rural but County wide. We can fix as many potholes as we like but it won't be any good if the repairs are washed away due to water on the road!

I was therefore pleased that my proposal at DCC's Corporate Scrutiny Committee to increase the resources and funding put into drainage was accepted by the Committee. The proposal formed part of our recommendations to the Councils Cabinet ahead of setting the Budget in February.

More locally, I remain concerned about the poor drainage on the road from Forches Cross up to Shebbear Cross, in particular the flooding by the bend near Shebbear Cross.

Having reported this on the Council's website, the site was investigated by the Neighbourhood Officer who reported that the County Councils drainage system was not blocked and they were able to rod a pipe across the road to prove that it is clear. However, it then enters private property and following an investigation it appears that a ditch in the field hasn't been maintained by the landowner. That means the water can enter the drainage pipe in the road but is unable to come out on the other end in the landowner's field. The NHO will be sending a letter to the landowner to politely ask them to maintain their drainage ditch easements.

On a more positive note, I was pleased to see that patching and resurfacing works from Cudemoor Cross to Collacott Cross, and Collacott through to Sandylane have now been completed. Having driven through the area recently the work looks like it has been done to a high standard.

I am due to meet with the Neighbourhood Highways Officer and Neighbourhood Engineer later this month to discuss which roads have been allocated for repairs using the Pothole Action Fund. I will let the Council know if any local or nearby roads have been allocated.

2018/19 Budget

At the time of writing the County Council's finalised Budget proposals have yet to be published so I am unable to provide any specific information at this moment. As indicated above, I am hopeful that more resources for drainage will be included in the final proposals but we will have to wait and see.

The proposals will go forward for approval at our Full Council meeting on 15 February and I will provide a more detailed report in March.

Childrens Social Workers

While I know Highways is one of the most visible functions of the County Council, it is not the only service that DCC undertakes.

Three weeks ago I was privileged to spend the day shadowing our team of Childrens Social Workers in Barnstaple, who cover the whole of the northern Devon area. The social workers are dealing with cases ranging from neglect through to child sexual exploitation.

It was a sobering, eye opening yet also an inspiring experience. Protecting vulnerable young children is, as far as I am concerned, the most important duty that Devon County Council has. But it is also work we don't often see – whereas we do see the potholes!

From speaking to the staff at Barnstaple it was clear that morale was good and that the efforts of senior management at County Hall to recruit more permanent managers and less agency staff in northern Devon were appreciated.

Apologies for the long report! If there are any issues that you would like me to look into please don't hesitate to contact me.

Best wishes,
Andrew

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*Cllr Andrew Saywell
Devon County Councillor for Torrington Rural
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