

LANGTREE PARISH COUNCIL

MINUTES OF MEETING 8TH MARCH 2018

Present:	<p>Councillors: Terry Attridge (Chairman) Geoff Bond Colin Edworthy James French Pat Mitchell Franklyn Tucker Andrew Saywell (DCC)</p>
In attendance	<p>Mr Leigh Pollinger – Parish Clerk 1 member of the public</p>
22	<p>WELCOME AND APOLOGIES FOR ABSENCE</p> <p>The Chairman opened the meeting at 19.30. Apologies for absence were received from. Cllr Jenny Coles, Cllr David Ley, Cllr David Hurley and PCSO Melissa Baker. Cllr Mark Glover did not attend.</p>
23	<p>MINUTES OF THE LAST MEETING</p>
23.1	<p>Matters Arising</p> <ul style="list-style-type: none"> • <i>Item 12.1. 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.</i> <p>As it appears that the Changing Rooms are not signed off then VAT can be reclaimed by the Parish Hall committee, it was therefore agreed that there was not a need for this meeting.</p> <ul style="list-style-type: none"> • Item 15.1. Confirmed that the Langtree.News site went live on Monday 12th February. • Item 15.3. Devon Air Ambulance Night Lights. Meeting at Frithelstock PC to discuss potential of linking in to TAP funding has been delayed to 15th March. DAA survey of site delayed due to illness and bad weather but is rescheduled to take place this week. • Item 18.7 Code of Conduct documentation – 4 responses are outstanding.
23.2	<p>Minutes of meeting held on 8th February 2018 to be agreed and signed</p> <ul style="list-style-type: none"> • Minutes approved by Cllr Mitchell and seconded by Cllr Bond
23.3	<p>Minutes of meeting held on 20th February 2018 to be agreed and signed</p>

	<ul style="list-style-type: none"> Minutes approved by Cllr Mitchell and seconded by Cllr Bond
24	DECLARATION OF INTERESTS <ul style="list-style-type: none"> None notified
25	REPORTS
25.1	Police Community Support Officer <ul style="list-style-type: none"> Apologies received – email 7/3/18 with details of logs Crimes – 1 Theft (miscellaneous) theft of gas bottles, 1 civil dispute, 1 concern for welfare, 1 suspicious behaviour, 1 nuisance anti-social behaviour
25.2	County Councillor <ul style="list-style-type: none"> DCC Revenue Budget has been agreed at £477m with an average 4.99% increase over 2016/17. 2% of this uplift is dedicated to Adult Care and Health with a new budget of £228m and a 5.5% uplift (£6.5m) for Childrens Services with a new budget of £125m. There is an emphasis on drainage as well as potholes as part of the Highways budget which has received an extra £6.5m. Cllr Saywell has been given £10k locality budget plus £10k for capital projects.
25.3	District Councillor <ul style="list-style-type: none"> Apologies received.
26	PARISH MATTERS
26.1	Review grant applications from local community groups (section 137) <ul style="list-style-type: none"> It was agreed to grant each of the following groups with £100. <ul style="list-style-type: none"> Local History Group Torrige Methodist Circuit FOLP Langtree Community Garden Langtree Short Mat Bowls Club Langtree Parochial Church Council Parish Hall Players
26.2	To receive an update on progress of Langtree Meadows building works – Cllr Attridge <ul style="list-style-type: none"> Cllr Attridge reported that two more buildings have been started on the estate. He then gave an update on the Changing Rooms completion activity and planned work on the Recreation Field.

	Building Regulations approval has been applied for through Custom Construction and paid for by the Parish Council (£763.00)						
27	<p>PUBLIC PARTICIPATION</p> <ul style="list-style-type: none"> A conversation with the Langtree Meadows builders was reported. It is understood that plumbers and plasterers are due to start soon. 						
28	<p>PLANNING</p>						
28.1	<p>Consider any planning applications received between issuing of agenda and meeting.</p> <ul style="list-style-type: none"> As at 11.00am on 08/3/18 no new planning applications have been notified. 						
29	<p>CLERK'S REPORT AND FINANCE</p>						
29.1	<p>To provide financial update</p> <ul style="list-style-type: none"> Bank balances at end of February <table border="1" data-bbox="528 972 1385 1189"> <tr> <td>Lloyds Bank balance at 28/2/18</td> <td>£2970.12</td> </tr> <tr> <td>Nationwide balance at 28/2/18 (unchecked)</td> <td>£3062.79</td> </tr> <tr> <td>Total</td> <td>£6032.91</td> </tr> </table> Payments made during month to D&I Bridgman £80.58, Custom Construction £763.00 Reminder end of Financial Year on 31/3/18. New external auditors are PKF Littlejohn (previously Grant Thornton) There are changes to process this year. We do not need an external auditor but we do need an internal auditor to review our systems and processes and assure compliance. Graham Carswell has been approached and has agreed to do the work (approx. 5 – 8 hours activity). It was agreed to pay £10.00 per hour. We will raise contract for work to take place in April. Details of what needs to be done will be issued by end March. Plan will be to update council at April meeting and finalise and sign off accounts and various certificates in May. Discussions were held on items that should be included on the Asset Register Agreed that Parish Clerk should draft the 2018/19 budget document. 	Lloyds Bank balance at 28/2/18	£2970.12	Nationwide balance at 28/2/18 (unchecked)	£3062.79	Total	£6032.91
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29.2	<p>To request approval of Parish Clerk expenses</p> <ul style="list-style-type: none"> Expenses requested for January and February of £107.93 - approved
29.3	<p>To request approval for BACS Payments and cheques</p> <ul style="list-style-type: none"> Transparency Code Funding has been agreed for £758.53 and payment should be made shortly Set up of web site costs of £590 to All Coast Media will come out of the above funding Payment to RAW Piper stone for allotment £178.02 - approved
29.4	<p>To review and approve Freedom of Information Policy</p> <ul style="list-style-type: none"> Document approved
29.5	<p>To review correspondence received</p> <ul style="list-style-type: none"> The following documentation has been received and previously circulated. A response from the Parish Council is not considered necessary. <p>Traffic Sensitive Street Review</p> <p>Consultation on North Devon and Torrington Local Plan (Dave Hurley)</p> <p>Parish Council Planning Information session 13th March</p> <p>Dog Control Measures across Torrington</p> <ul style="list-style-type: none"> Winkleigh Parish Council are proposing a training meeting on Neighbourhood Planning in May for Parish Clerks
30	<p>ANY OTHER ITEMS AT CHAIRMAN'S DISCRETION</p> <ul style="list-style-type: none"> Letter was read out regarding current status of the planning application for new building next to Green Dragon. It was agreed that Council will write to TDC Planning Department to point out the importance of the pub as an amenity in the village. Plan to have the Annual Parish meeting for the electorate to attend and discuss local issues at the next Council meeting in April. Annual Meeting of the Council agreed to be part of the May Council meeting. Devon Alerts documentation circulate. Meeting was closed at 8.45pm

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DATE OF NEXT MEETING - Monthly Meeting of the Parish Council,
Thursday, 12th April 2018 at 7.30pm