

## Milton Damerel Parish Council Minutes

Of the Parish Council Meeting held on Wednesday 16<sup>th</sup> May 2018 commencing at 7.46pm, following the Annual General Meeting

Present: Councillors Stephen Moyse (Chairman), Richard Piper, Jim Richardson, Grace Millman and Gareth Piper,

1) **Apologies received from:**

Councillors Rose Haynes (holiday), John Webb (unwell), Devon County Councillor Barry Parsons, and the Parish Clerk Lorraine Buttery (recovering from surgery).

2) **Chairman's Announcements**

1) The Chairman reported the Parish Clerk was at home following successful surgery and a card of Best Wishes was signed by those present.

2) The Chairman advised PCSO Raquel Rowe has transferred to Okehampton and it was agreed to send a letter of best wishes and thanks for her support in the parish.

3) **Declarations of Interest**

a) Register of Interest: Councillors are reminded of the need to update their register of interests. *None were declared*

b) To declare any personal interests in items on the agenda and their nature. *None were declared*

c) To declare any disclosable pecuniary interests in items on the agenda and their nature. *None were declared*

4) **Public Comments, County and District Councillors reports**

County Councillor Barry Parsons sent his apologies and no public present

5) The minutes of the Annual Parish Meeting and the Parish Council Meeting held on 18<sup>th</sup> April 2018 had been circulated by email and read by all Councillors, they were signed by the Chairman Councillor Stephen Moyse as being a true record of the meetings.

6) **Matters Arising**

1) Town Farm- there has been no further information from Torridge Planning and no further updates on the Torridge Planning site

2) Air Ambulance Night Site – The Chairman Councillor Stephen Moyse reported that he had arranged to meet Toby Russell at 4pm on Thursday, 24<sup>th</sup> May at his house to take him to view the sites already suggested, and invited other Councillors to join him if able to go along. If Toby Russell was able to stay after the visits to Horrellsford and the Parish Hall, the Chairman hoped to drive around the parish with Toby Russell to identify any other possible suitable sites.

7. **Planning Applications**

1) 1/0448/2018/FUL

Proposal: Proposed first floor balcony

Location: The Old Rectory, Milton Damerel, Holsworthy, Devon

*The above application was discussed, no objections were raised, and unanimously approved. The Clerk will convey the decision to Torridge Planning department.*

2) 1/0419/2018/FUL

Proposal: Conversion of redundant agricultural barn for residential use

Location: Barn at Ley Farm, Milton Damerel, Holsworthy, Devon

*The above application was discussed, no objections were raised, and unanimously approved. The Clerk will convey the decision to Torridge Planning department.*

8. **Planning Decisions**

*There were none*

**Planning Appeals**

*There were none*

9. **Financial Matters**

a) Financial report to date: Councillor Grace Millman presented each Councillor with a spread sheet from the cash book and a bank reconciliation. These showed there was £6920.20 in the bank, this consists of Ring fenced funds of £183.02 step back in time, £514.57 P3 funds, £290.00 balance of defib. Grant, and £602.84 Transparency Grant. The balance of £5329.77 being Parish Council general funds.

b) Three Councillors signed cheques for Clerks Salary £205.83, for Internal Audit – Dr Julia Foster £50.00, and for Vision ICT (new web-site) £960.00 (including VAT of £160).

signed.....

Date..... page 1 of 2 16<sup>th</sup> May 2018

- c) The Councillors acknowledged receipt of the first half of precept £1985.00
- d) The Councillors acknowledged the cost of the new web-site exceeds the Transparency Grant received, as previously agreed at the March 2018 meeting. Councillors unanimously agreed to use reserves to fund the excess. The web-site is still under development and the Clerk will not release the cheque signed until work is satisfactorily completed.
- e) Annual Governance Statement – The Clerk had been advised by the Internal Auditor that the Statement should be approved and signed after completion of the Internal Audit. The details in the Statement had been approved at the April meeting but Internal Audit was satisfactorily completed on 2<sup>nd</sup> May 2018.  
The Chairman signed the Annual Governance Statement to be submitted and the Clerk will sign subsequently.
- d) The Councillors unanimously approved the Annual accounts and the Chairman signed section 2 of the Annual return.

**10) Correspondence as below and as available at the time of the meeting**

All correspondence had been sent by email, no issues were raised.

**11) Urgent matters brought forward with the permission of the Chairman**

The Chairman noted verge cutting by Devon County Council Highways had commenced. Whilst in previous years TAP grant funding had been used to fund limited verge and hedge-trimming (on safety grounds) in the Parish, the Parish Council may not be able to claim these funds for this purpose in 2018. The Chairman will ascertain from Highways whether any of the Parish’s by-roads will be trimmed, on safety grounds, and report back to the next meeting.

The Chairman thanked the Councillors for attending, there being no further business the meeting closed at 8.40pm

