

**Minutes of the Colebrooke Parish Council Meeting held on 15<sup>th</sup> January 2019 at Colebrooke Parish Hall**

**Present:** Cllrs G Shepherd (Chairman), N Enderson, S Graham, P Niklaus, D Clarke and R Hodder

**In Attendance:** Mrs D Shepherd (Clerk) and 2 members of the public

**18/19 – 98 To receive and accept apologies**

It was **resolved** to receive and accept apologies from Cllr Butt and Smith (Proposed Cllr Shepherd).

Cllrs expressed their sadness at the death of Cllr Pearl Hockridge who had served as a Parish Councillor since 1991. Cllr Shepherd led the tributes to Cllr Hockridge and the Council held a minute's silence.

The Clerk reported that the resulting vacancy could not be advertised as it had fallen within six months of the May 2019 elections.

**18/19 – 99 To receive Declarations of Interest:** To receive declarations of personal interest and disclosable pecuniary interest in respect of items on this agenda.

There were no Declarations of Interest

**18/19 – 100 Public Participation:** To receive public comment on items on the agenda. A maximum of ten minutes is allowed for this item

One member of the public spoke in support of Planning Application 18/02016.

**18/19 – 101 Minutes of the Colebrooke Parish Council Meeting held on 20<sup>th</sup> November 2018:** To approve and sign the minutes as a correct record.

It was **resolved** to approve and sign the minutes as a correct record (Proposed Cllr Shepherd).

**18/19 – 102 MDDC Planning Applications:** MDDC had asked for observations on the following planning application:

Reference: 18/01800  
Proposal: Construction of an on-farm anerobic digester plant and associated infrastructure  
Location: Land east of Lords Meadow Industrial Estate  
Applicant: Mr G Kerslake

The Chairman had attended a presentation by the applicant at Crediton Hamlets Parish Council Meeting and reported on this.

It was **resolved** that the Council was neutral in respect of this application (Proposed Cllr Shepherd)

Reference: 18/02016  
Proposal: Conversion of barn to dwelling and garage  
Location: South Coombe Farm  
Applicant: Mr and Mrs Thomas

It was **resolved** to support this application (Proposed Cllr Shepherd).

Signed.....Date.....

18/19 – 103 **MDDC Planning Decisions:** It was noted that MDDC has approved the following Planning Application with conditions as filed:

Reference: 18/01677

Proposal: Formation of additional HGV Parking spaces from 6 – 10

Location: Land at Manor Croft

Applicants: Mr and Mrs Clarke

Reference; 18/01728

Proposal: Notification of intention to fell one Poplar tree and one Ash tree within the Conservation Area

Location: Squirrel Lodge

Applicant: Mr G Shepherd

Reference: 18/01696

Proposal: Erection of poultry unit (864 sq m)

Location: Land at Butsford Farm

Applicants: Mr and Mrs Crang

18/19 – 104 **Slurry Lagoon:** Cllrs to consider the closure of Lagoon at Mardles Gate and the fitting of a cover on the new Lagoon

Cllrs discussed whether the Planning conditions had been adhered to with respect to the closure of the Lagoon. The conditions stated that use of the Lagoon should have ceased within two months of the decision notice dated the 17<sup>th</sup> August and the site should have been returned to its former state by 17<sup>th</sup> November. Cllrs noted this had not happened. The Clerk had advised the applicant that the Council would be discussing the issue on 15<sup>th</sup> January. It was not known if a cover had been fitted to the new Lagoon.

Cllr Clarke left the room

It was **resolved** to write to MDDC about this matter (Proposed Cllr Graham)

Cllr Clarke returned to the room

18/19 – 105 **Budget and Accounts:**

It was **noted** that the following payment had been received:

Sillifant (Burial)	£560
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It was **resolved** to approve the following for payment:

Clerk's monthly salary (February/March)	£162.16 x 2
HMRC PAYE (February/March)	£108.11 x2
Phone Rental (December/January)	£6.53 x 2
Granny's Meadow (Grass Cutting)	£60.00

18/19 – 106 **Coleford Play Area Task and Finish Group:** To consider Terms of Reference for the Group.

Signed.....Date.....

Cllr Graham had circulated a document setting out the administration and a draft mandate for the Group. Cllr Shepherd had circulated a draft Terms of Reference. Cllrs discussed how to find parishioners to participate. It was noted that the Clerk would not provide administrative assistance to the Group at this stage.

It was **resolved** to approve the Terms of Reference (Proposed Cllr Shepherd)

It was **resolved** that Cllr Graham would be the lead Cllr (Proposed Cllr Shepherd)

**18/19 – 107** **GDPR:** To consider a Privacy Statement and Retention Policy.

It was **resolved** to approve the Privacy Statement and Retention Policy (Proposed Cllr Shepherd).

**18/19 – 108** **Freedom of Information:** To consider a Freedom of Information Statement.

It was **resolved** to approve the Freedom of Information Statement (Proposed Cllr Shepherd).

**18/19 – 109** **Cemetery Rules:** To review current rules and charges.

The rules were amended and simplified to apply to parishioners of Colebrooke. The Council would consider other applicants on a case by case basis. The Council would seek to continue to safeguard the limited space available in the Cemetery. It was noted that the cost of maintaining the cemetery was not covered by the fees charged. It was noted Colebrooke charges were very low in comparison with other cemeteries. It was agreed that the charges should be raised and the new fees would be agreed at the March Council meeting.

It was **resolved** to approve revised rules (Proposed Cllr Shepherd).

**18/19 – 110** **Detritus in the Amenity Area:** Cllr Graham to report

Cllr Graham reported that this matter had now been dealt with.

**18/19 – 111** **Anti Social Behaviour in the Parish:** The Chairman to report

The Chairman reported on complaints he has received from several parishioners about antisocial behaviour in the parish. The Chairman had contacted the Police to seek advice. The Police encourage parishioners to keep a diary of every incident. The Police will speak directly to the perpetrators if parishioners are willing to forward the names of those responsible. Cllrs noted that these incidents had been both disturbing and frightening for individuals and would hope that by following the advice given by the Police these individuals would cease their antisocial behaviour. Cllr Graham raised the important role that Neighbourhood Watch could play. At the moment there did not seem to be any individuals willing to take this forward.

**18/19 – 112** **Colebrooke Parish Hall:** To consider a report from the Cllrs on the Parish Hall Committee.

Cllr Shepherd reported on the forthcoming concert by Miranda Sykes on February 8<sup>th</sup>. Cllr Graham reported that hall bookings continued to rise and fees were supporting the annual running costs of the Hall.

**18/19 – 113** **Roads and Hedges in the Parish:** To receive reports from the Clerk and Councillors re the roads and hedges in the parish

Signed.....Date.....

Cllrs noted that some road improvements were taking place in the parish and many more were needed. Cllrs noted the detrimental effect of the many heavy large vehicles moving around the roads in the parish. Cllr Hodder raised the issue of the grit bin at Ford Hill which DCC had still not arranged to be placed and filled despite the Clerk chasing this.

**18/19 - 114 Mid Devon District Council:** To receive a report from Cllr Squire

Cllr Squire was not present

**18/19 – 115 Correspondence:** The report from the Clerk re Council correspondence was noted

Cllr Hodder raised a parishioner's concern re noise at night at Pascoe House. A complaint had been made to MDDC. Cllr Hodder said it looked as if a number of private parties were going to be held there this year. Cllrs noted that they had raised this concern when they were consulted on the Planning Application. Cllrs agreed that the Clerk should notify Pascoe House that this matter had been raised with them.

**18/19 – 116 Date of Next Meeting:** March 19th at 7.30 to include the Annual Parish Meeting.

DRAFT

Signed.....Date.....