

OFFWELL PARISH COUNCIL
MINUTES OF A MEETING HELD ON MONDAY
16th OCTOBER 2017 IN THE SOCIAL CLUB

Present: Cllrs A Small (Chair), M. Brake(Vice Chair),
M Mulrain, T Staunton, C Whithear, J. Tristram

In Attendance: A Jenkins (Clerk), EDDC Cllr. H. Parr

Members of Public: 3

OPEN SESSION

No matters were raised.

COUNCIL BUSINESS

1. Apologies

Cllr. P. Tuke, Cllr. S Patch, Cllr. D Millington, DCC Cllr. M. Shaw, EDDC Cllr. Godbeer & PCSO
30012 P Anning

2. Declaration of Interests

None

3. Minutes of the Meeting held on 18th September 2017

The minutes were declared a true record of the proceedings, proposed by Cllr. Whithear and
seconded by Cllr. Mulrain, all in favour.

4. Matters Arising from the Minutes

None

5. Reports

(a) Police:

The Clerk reported that PCSO Anning had sent a written report that there had been no
recorded crimes for the period 18/09/2017 to 15/10/2017.

(b) District and County Councillors:

EDDC Cllr. Parr reported that the refurbishment of Exmouth Town Hall had been
completed and that the EDDC Housing Dept. are relocating there.

The new EDDC building at Honiton – Blackdown House was proceeding well. The Foundations had been completed and the brickwork was up past dampcourse level. The handover date is October 2018 and move in to be completed by end of 2018.

The statistics for the Affordable Housing built in East Devon in the first quarter showed that 45 houses had been delivered with 159 more proposed and that the District Council had purchased 10 houses to add to their stock. 16 more houses to be completed in the second quarter.

DCC Cllr. Shaw had submitted a written October report which had been posted on the website. In his report he had advised that he had made a proposal to the Health scrutiny Committee about Community Stakeholdings in Local Hospitals and that he was raising concerns about future cuts to the NHS.

(c) Other Reports

The Clerk reported that he had attended the DALC AGM, Conference and Exhibition on the 10th October at Exeter Racecourse. It had been very informative particularly the finance workshop on Finance for smaller Councils.

6. Correspondence

The Clerk reported that the following correspondence had been received:-

- a) Revised Temporary Traffic Restriction on Poltimore Road, Farway postponing the restriction due to unforeseen circumstances from 13th November 2017 for a maximum of 5 days until 14th November 2017.
- b) Email newsletters from Offwell C of E Primary School.
- c) Email invite from EDDC to meeting at the Knowle on Tuesday 5th December between 6pm and 8.30pm when the leader of DCC, Councillor John Hart will talk to colleagues across the District in Towns and Parish Councils on the Budget issues facing the County Council. The Chair said he would attend on Council's behalf and would reply to the invite.
- d) Email confirming that the date for the DALC meeting at the Pippins Centre Axminster For the Highways Officer to discuss highways issues was Tuesday 24th October at 7pm. Cllr. Patch is attending the meeting.
- e) Email invite from DCC Highways to the Devon Highways Parish & Town Council Conference 2017 at Willand Village Hall Cullompton on Friday 10th November 2017 9.30am to 4.00pm. Cllr. Patch has advised that she will be attending but another Cllr. can also attend.
- f) Email from DCC Cllr. Shaw advising that the inaugural meeting of the Traffic Group will take place in Colyton Town Hall on Monday 20th November at 2pm. Agenda to include Traffic order issues, Patching report, Highway repair issues, Traffic calming and any other matters which parishes advise they wish to be brought up. Cllr. Patch has advised that she will attend but another Councillor would also be able to attend.
- g) Email from Devon Highways re the Snow Warden Scheme and Grit Bins.
- h) Email reply from Stephen Kelly the DCC Neighbourhood Highway Officer advising the criteria which would have to be met for a Unsuitable for long vehicle signage to be placed in Mill Lane. Also advising that he would check if there was a map of grips and easements he could send us.

7. Finance

Cllr. Staunton proposed, Cllr. Brake seconded, all in favour that:

- a) £124.57 be paid to the Clerk for the period 21st August 2017 to 18th September 2017
- b) £17.40 be paid to HMRC for PAYE for same period
- c) £140.00 be paid to the Clerk for office space allowance for the period December 2016 to October 2017 (10 months)

8. Bank Statements & External Auditors Report

The Clerk advised that there was £10,920.13 in the current account and passed around for the Councillors perusal the 1st & 29th September Bank statements.

The Clerk advised that the bank had lost the mandate for the statements etc to be sent to him and asked the Chair and Cllr. Staunton to sign a fresh mandate form.

He reported that Grant Thornton, the external auditors had sent the signed audit report and had made the comment that the Council Tax Support Grant should be included in Box3. Council Tax Support Grant of £254 has been incorrectly included in Box 2. Box2 should state £2,470 and box 3 should state £254. The Authority should restate the 2017 figures on next year’s Annual Return and write “Restated” beneath the £ sign on the 2017 column.

The Notice of Conclusion of Audit has been posted on the Notice Board and is due to be posted on the website.

9. Planning Applications:

None

10. Plaque for Cross

The Clerk advised that he had now received the revised quotation for the plaque including the Words Dean of St Pauls after Bishop of Llandaff to coincide with the listing wording. The revised quote was £30.00 +VAT. for plaque 500mm x 250mm, 3mm aluminium composite, black cut vinyl applied to face. Cllr. Tristram proposed, seconded Cllr. Brake that we proceed and £36.00 be paid to AG Signs & Print. All in favour.

11. Clerk’s Hours

The Clerk advised that Cllr. Patch had asked for this item to be included on the agenda and in her absence it was agreed that this item be deferred until the November meeting.

12. Lengthsman

It was agreed to defer this item to the November meeting as the various planned Highways meetings would allow the opportunity to speak and liaise with neighbouring parishes on what they do and possible mutual cooperation.

13. Agenda items for next meeting

None

14. Date and Time of Next Meeting

The next meeting will be on Monday 20th November 2017 at 7.30pm in the Social Club. The meeting closed at 8.05pm.

Signed..... Dated.....

