

**Exford Parish Council**  
**Draft Minutes of Parish Council meeting**

**Held on: 7<sup>th</sup> May 2019 at Exford Memorial Hall 7.30pm**

**Attendance:** Mike Ellicott, Kathryn Tucker, Joan Atkins (left 8.45pm), Oliver Edwards, Jeremy Hickman, Brian Martin, Cllr Frances Nicholson (left 8.05pm), Cllr Steven Pugsley (left 8.05pm).

Clerk: Jane Laycock.

On behalf of Exford PC, ME welcomed OE as a new councillor.

**Members of Public:** None

**Apologies for Absence:** None

**Declarations of Interest:** None

**Minutes of Previous Meeting held on 26<sup>th</sup> March 2019.**

Minutes were signed off as a true record (proposed BM, seconded JH).

**Matters Arising**

Actions from minutes of meeting held on 26<sup>th</sup> March:

1. Drains. JH reported that the bottom section of the drain at Newlands will be replaced when funding is available.
2. ME has spoken to Peter Hendrie who confirms that he mentions it when he sees a vehicle parked on the bridge and will continue to do his best. ME commented that there appears to be little we can do about this problem which is mainly caused by locals.
3. Village Litter Pick. JH reported that Skanska finally collected the items on 2 May. JH has requested that highways contractors do not leave items behind in future.
4. Water Mains Replacement. ME confirmed that Wessex Water have now agreed to close off a much smaller section of the village green. This should only impact the zipwire. He has also requested that a photographic survey is undertaken before the work commences as he is concerned about possible damage from contactors vehicles. **Action 1.** ME to follow up.
5. Grass Triangle. ME and JH have spoken to The Crown who confirm that they are happy to continue mowing it. ME is still concerned that this is not being done regularly.
6. Mill Cottage CCTV. FN has forwarded guidance from the Information Commissioner. Cameras should solely view the owner's property. This is a civil matter therefore any aggrieved person should complain if necessary. This is not a matter for the PC.
7. Wellshead Hill Verges. FN is following up re: Highways policy. OE stated that the waste matter has not even been levelled off and made good. **Action 2.** FN to follow up.
8. Tea Room Access. ME has spoken to the owners and will meet them with BM.
9. QEII Field. BM reported that the invoice has been obtained but payment will not be made until the materials are on site (see agenda item below).

**Highways**

JH reported that following the successful litter pick, idverde collected the rubbish a few days later. He also mentioned that a large bit of metal guttering has fallen into the road from the property owned by Sweetlands. **Action 3.** Clerk to write again to property owners regarding the state of the property.

The village was swept last week however not Coombe Lane or from Stone down to the village. JH will contact idverde. Despite prior warning of the sweep taking place, the same few people do not move their vehicles off the road which causes problems for the sweepers. JH has made a freedom of information request regarding the cost of doing the raised path. Highways advise that the cost of doing the drains from Court Farm to Chibbet Post was £35000. JH has advised Highways that there is a loose cats eye in the village and also a collapsed drain which may pose a danger. Highways have inspected and state that both are safe. OE raised issue of the 'Slow' signs in both directions at White Cross. These are badly worn and need repainting. **Action 4.** FN to follow up with Highways. OE also stated that the hedge at the Muddicombe Lane junction towards Simonsbath is badly overgrown. FN advised that this is best dealt with at local level with the landowner.

### **Village Green/Play Area**

BM reported that a compromise has been reached regarding the closure of the play area due to the planned work on the mains water pipe replacement, commencing early June. Only the zip wire will now be closed for the duration of the work.

KT reported that the edging around the smaller play area is loose. BM agreed to fix this.

### **QE II Field**

BM reported he chaired the QEII Management Committee AGM on 6<sup>th</sup> May. A record of the meeting is on the PC website. The main points discussed were the annual accounts presented by the clerk and the status of the work to enclose the shipping container. The accounts show annual income of £1379.92 and expenditure of £1221.89. With the carry forward from the previous year, this results in a new balance carried forward of £664.04 +£170 from the Croquet Club annual fee. It was agreed that the cost of £107 for new heaters should be paid from the reserves.

BM reminded everyone that the planning permission for the shipping container expires on 29<sup>th</sup> October 2019 however further planning permission was approved on 14<sup>th</sup> January for the container to be moved slightly and be enclosed in a wood structure with a corrugated metal roof, including an extension to one side for additional storage. The quote from Exmoor Welding Ltd for £4400+VAT plus labour was approved unanimously at the last PC meeting. Labour costs will be paid by the Cricket Club. Howard Gibbons kindly moved the container temporarily to one side so that the ground can be prepared for construction and will move it into its final position when ready. The cladding and roofing samples were approved on 3<sup>rd</sup> May by ENPA and we are hopeful that Exmoor Welding will erect the structure in the coming weeks.

### **Finance**

The bank reconciliation for 7<sup>th</sup> May was produced showing current account funds available of £15202.75 (includes first tranche of 2019/20 precept payment). £8600.65 is held in reserves. The toilet block maintenance account is £12421.35. List of cheques issued for payment 26/03/19-06/05/19 produced.

Clerk advised that quote of £637.53 has been received from the PC's insurance brokers for the annual insurance premium, due 1<sup>st</sup> June. As this is an increase of only £22.84 from last year and well within budget, it was recommended that this should be accepted. Agreed unanimously.

**Action 5.** Clerk to make payment.

### **Planning**

KT stated that there were no planning applications or decisions to report.

### **Clerk's Report**

List of email correspondence received to date provided.

Letter has been received from a parishioner querying why dog waste bins are not provided. It was agreed to respond confirming that the provision of specific dog waste bins would involve considerable additional expense and also give a possibly misleading impression that dogs are allowed on the village green. **Action 6.** Clerk to respond.

## **Public Forum**

ME suggested that letters are sent to Derek Lloyd and Judy Skinner thanking them for their hard work and service to the Parish Council. Agreed unanimously. **Action 7.** Clerk to action.

As we are one councillor short at present ME asked if anyone is aware of a possible candidate who may be willing to be co-opted onto the PC.

OE commented about the section of wall which is lying in the mill leat. If Highways have not cleared this by the autumn as part of their plan to fence the leat, he offered to remove it to avoid flooding problems.

## New Village Hall Update

BM reported that he and Maddy Harrison-Hall held a further site meeting with Kieran Reeves (ENPA Planning Officer) at Exford car park, the potential site for a new village hall. More building design and parking options were discussed. Sarah Bryan (ENPA Chief Executive) has responded to the outline proposals that she is “delighted to hear about these ideas and we look forward to working with you as things develop”. ENPA Business Support Officer, Hazel Malcolm, has been delegated to coordinate on behalf of ENPA and will initiate discussions shortly.

**Meeting closed 8.35pm**

## **ACTION POINT SUMMARY**

- 1. Water Mains Replacement.** ME to follow up receipt of photographic survey.
- 2. Wellshead Verges.** FN to follow up.
- 3. Sweetlands Property.** Clerk to write to owners.
- 4. Slow Signs at White Cross.** FN to follow up with Highways.
- 5. PC Insurance.** Clerk to pay premium.
- 6. Dog Waste Bins.** Clerk to respond.
- 7. Letters of Thanks.** Clerk to write.

**Next meeting will be held on Tuesday 23<sup>rd</sup> July 2019 at Exford Memorial Hall 7.30pm.**

**FURTHER COPIES OF THESE MINUTES ARE AVAILABLE TO VIEW ON THE PARISH NOTICEBOARD AND ONLINE AT [www.exfordparishcouncil.org](http://www.exfordparishcouncil.org)**

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