

Minutes of the Ordinary Meeting of Exford Parish Council held on 24 September 2019 at 7.30pm in Exford Memorial Hall

Attendance: Mike Ellicott (Chair), Joan Atkins, Jeremy Hickman, Oliver Edwards, Kathryn Tucker, Co Cllr Frances Nicholson, SWaT Cllr Steven Pugsley (part of meeting), Parish Clerk Nic Kemp, and 2 members of the public

- 1. Apologies for Absence:** Brian Martin. ME noted that SP was not present
- 2. Declarations of Interest:** None
- 3. To ratify appointment of Nicola Kemp as Clerk to Exford Parish Council:** ME prop (JA and OE sec) appointing Nicola Kemp as Clerk. Approved.

4. Minutes of Previous Meeting held on 23 July 2019 and outstanding actions

The minutes were signed off as a true record (note only JA and KT present were at previous meeting). JH queried if mention had been made regarding his efforts to encourage discussion on the shop at the meeting. **Action 1. Clerk to check recording.**

SP joined the meeting at 7.40pm

Outstanding Actions:

- 4.1 Raised Path – overgrown hedges.** Path has been cut back.
- 4.2 Village Shop – planning permission.** Clerk contacted ENPA – do not foresee issues with planning permission.
- 4.3 Village Shop - further village meeting.** No longer required as local consortium has been formed and are hoping to have the shop open by Easter. KT recorded thanks to the members of the Consortium.
- 4.4 Village Green – perimeter fence.** Completed.

5. To consider Highways Matters

JH has contacted Viola to enquire why he received no notification when village was swept in August so was unable to ask owners to move cars. No response received.

Action 2. SP will follow up with Viola.

FN has queried the road closure between Exford and Simonsbath on the B3224 due to concerns over the length of the road closure, and the diversion route not being suitable for HGV.

Numerous pot holes and loose drains in the village have been marked but not repaired. Room Hill road – from Sparrow Lane towards showfield – road marked but not repaired. Concern on road closure due to start on 30 September on Rattle Road for 4 weeks – as there is no access for large vehicles such as fire engine.

Winter Salting – FN confirmed full programme has been re-instated (no additional routes will be added but all previous routes have been restored), but small bags will not be supplied. **Action 3. Clerk has not received a response from Luccombe Parish Council re salt bin at Chetsford Water and will follow up.**

All salt bins will be filled as necessary, and Highways need to be informed of their location.

Action 4. Clerk to pull together all necessary communications to report to Highways.

6. To consider QEII Field Matters

Clerk had already circulated report from BM stating that the structure to enclose the shipping container has now been completed, except for the doors, which will be installed within the next week. Thanks to Exmoor Welding for the excellent job.

7. To receive update on Village Green

Clerk had already circulated report from BM stating the next safety inspection has been booked to be carried out by Playdale and is likely to be in November. Clerk added the play equipment inspection would be booked once the Council had approved the quotation (item 10.e). ME reported being happy with the work completed by the water board. JA queried when the trees would be pollarded. ME has asked local contractor, who will not

charge, to attend to the trees.

OE raised concern with the mowing and the cuttings being left on the green.

Action 5. Clerk to ask contractor what contractor can do to improve.

ME added that the Green is the Council property, and no trading should happen on it. There are currently some signs on the entrance to the Green, and while it is good to see local businesses thriving, they must abide by the rules.

8. To receive update on New Village Hall

Clerk had already circulated report from BM stating Maddy Harrison-Hall, representing the Village Hall Committee, and Brian, representing the Parish Council, are trying to arrange the next on site meeting to discuss the possible location of a new village hall in the car park. This meeting will hopefully involve the ENPA, the Environment Agency, Exford First School and Chris Jones who owns part of the access road. The key issues will be access, flood risk and preserving the number of parking places if the building is built over some of the existing spaces. The Environment Agency will charge for their attendance, but there is a possibility that the ENPA will cover this charge.

A member of the public asked why a new village hall was needed. ME explained issues include lack of parking, cost of maintenance and heating, land location meaning the hall was not as well used as it could be. Council are acting as advisor to the project, which will need support of village to go ahead.

9. To consider response to Public Telephone Box consultation

Action 6. Clerk to request cost of maintenance of phone box from BT, and to respond to consultation by November deadline in consultation with Councillors.

10. Finance

a. To receive financial report and agree to pay amounts due – it was agreed to pay:

- A-Tac Cleaning - £1,230.40 for Toilet Cleaning for the period 1/3/18 to 31/7/19
- South West Water Business - £457.22 for sewerage charges for the period 1/7/19 to 10/9/19
- Water 2 Business - £444.17 for water supply to toilet block for the period 23/3/19 to 10/9/19
- Water 2 Business - £32.42 for water supply for the period 23/3/19 to 10/9/19

It was noted there had been a complaint on the cleanliness of the toilets. BM had inspected on the same day and found no problem.

b. To approve banking mandate to include Clerk as signatory and amend correspondence to that of Clerk – it was resolved that the Authorised Signatories in the current mandate for the accounts detailed in section 1.3 be

changed in accordance with section Authorised Signatories

c. To consider Clerk and Chairman to attend VAT course – Agreed. Clerk is booked on course, but now full so ME cannot attend. Another course due in February. Cost for Clerk to be split between 3 Parish Councils (Exford, Winsford, Cutcombe)

d. To consider purchase of back up hard drive and service of laptop – Agreed.

e. To approve quotation for Play Equipment Inspection – agreed.

Action 7. Clerk to book inspection, and to investigate sharing visit/cost with other Councils in 2020.

11. Planning Report

KT gave report on planning responses. KT queried how other parishes dealt with planning applications. Clerk advised two other Councils discuss planning in full meeting. ME proposed to continue in current format as is successful. All agreed.

12. Clerk's Report

Clerk had already circulated report. ME highlighted Fire Service Consultation – now closed.

13. Public Forum

KT reported Exford School are looking for volunteers – the school will pay for DBS checks. Fencing will be erected around the school with an intercom on the gate.

JH reported a buddleia growing in gravel under bridge. FN will report to Bridges team.

Meeting closed 9.05pm

Next meeting will be held on Tuesday 26 November 2019 at Exford Memorial Hall 7.30pm.

ACTION POINT SUMMARY

- 1. Recording of meeting 23 July.** Clerk to check re JH submission.
- 2. Road Sweeping.** SP to follow up with Viola re lack of notification.
- 3. Salt bin at Chetsford Water.** Clerk to follow up with Luccombe PC.
- 4. Highways Communication.** Clerk to pull together all concerns and submit to Highways.
- 5. Grass cutting.** Clerk to contact contractor re any improvements.
- 6. Public Phone Box consultation.** Clerk to request cost of maintenance from BT and submit response in consultation with Councillors.
- 7. Play equipment inspection.** Clerk to book and to investigate sharing visit/cost in 2020.

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