

## Minutes of the Ordinary Meeting of Exford Parish Council held on 26 November 2019 at 7.30pm in Exford Memorial Hall

**Attendance:** Mike Ellicott (Chair), Joan Atkins, Jeremy Hickman, Brian Martin, Kathryn Tucker, Co Cllr Frances Nicholson, SWaT Cllr Steven Pugsley (part of meeting), PCSO Jo Dawson (part of meeting), Parish Clerk Nic Kemp, and 5 members of the public.

**2.1 Apologies for Absence:** Oliver Edwards. ME noted that SP was not present

**2.2 Declarations of Interest:** None

### **2.3 Minutes of Previous Meeting held on 24 September 2019 and outstanding actions**

The minutes were signed off as a true record by ME (KT prop, JA sec).

Outstanding Actions:

**2.3.1 Recording of 23 July.** Clerk confirmed no mention of JH request to be minuted.

**2.3.2 Road sweeping.** SP not currently present.

**2.3.3 Salt bin at Chetsford Water.** Porlock PC have placed bin.

**2.3.4 Highways Communication.** JH submitted concerns.

**2.3.5 Grass cutting.** Clerk has available options from Countrywide, which can each be costed.

JD and a member of the public joined the meeting at 7.35pm

**2.3.6 Public Phone Box Consultation.** Clerk submitted response.

**2.3.7 Play Equipment Inspection.** Playdale booked to inspect w/c 9/12/19.

SP joined the meeting at 7.40pm

### **2.4 To consider Highways Matters, including:**

**2.4.1 Road Closure – Exford to Simonsbath** – FN confirmed Gypsy Lane and Newlands Lane will be inspected for repair, drainage work was successful, but need for “Lessons learned” over project, closures on Exmoor and in particular on B3224.

**2.4.2 Roundwater accident** – JH met Chair and Highways Warden of Cutcombe Parish Council, highlighted a sunken drain, twisted signs, overhanging trees. **Action 1 – Clerk to write to land owner regarding overhanging trees. Action 2 – Clerk to inform Highways (copy FN) of sunken drain.**

**2.4.3 Other Highways Matters** – JH reported many blocked drains along Monks Cross to Exford and Chibbets Post to Exford roads. No snow-ploughs on morning of snow (14 November) until 3 arrived at 11.30. Vegetation under the bridge in centre of village cleared but not silt. FN confirmed contact for Bridges Team.

### **2.5 To consider QEII Field Matters**

BM confirmed the doors were fitted, completing the work on enclosing the container.

### **2.6 To receive update on Village Green**

As per item 2.3.7 – inspection booked for w/c 9/12/19 at a cost of £195 plus VAT.

### **2.7 To receive update on New Village Hall**

BM reported attending a meeting in the car park on 16 October with reps from Village Hall, ENPA, Exford School and land owner. EA submitted report confirming car park in flood zone 3, but proposed site for hall in flood zone 2, and therefore preliminary conclusion is that proposed location meets Government planning requirements. Further work needed on legal aspect of access rights before full Flood Risk Assessment initiated.

### **2.8 To consider Memorial Stone**

A member of the public has a large granite rock and would like to install alongside tree planted at start of 2000, with plaque.

ME invited JD to give police update. JD gave report on local matters and logs, and advised if anyone had concerns on any issues then to ring and report on 101 or 999 for emergencies.

ME thanked JD for report. JD and a member of the public left the meeting at 8.20pm

## **2.9 Finance**

**2.9.1 To receive financial report and agree to pay amounts due** – ME signed the Financial Report. It was agreed to pay (BM prop, KT sec):

- Countrywide Grounds Maintenance for Grass Cutting October - £737.18
- Lifesaver Technology for replacement Defibrillator Battery - £299
- EDF Energy for Electricity Supply to QEII pavilion - £92.49
- Mrs N Kemp - Clerks Salary (3 months) £431.44, plus expenses £101.46 plus equipment reimbursement £91.48 - Total £624.38
- HRMC IncomeTax - £107.80

**Action 3 – Clerk to request cost from Countrywide for single cut and pick up of grass on specified date before village fete.**

**2.9.2 To retrospectively approve amounts paid in August 2019** – It was agreed to retrospectively approve (BM prop, ME sec):

- Tindle Newspapers Advert for Clerk in West Somerset Free Press - £241.92
- EDF Energy QEII electric bill 22/5/19-19/8/19 - £73.45
- Mrs J Laycock - Clerk's Salary £214.76 and expenses £30.43

**2.10 To consider approving and adopting NALC Model Standing Orders (2018 version) – Action 4 - Clerk to update wording in section 15.b.xv and circulate for approval at January meeting.**

### **2.11 Planning Matters:**

**2.11.1 Planning Application 6/13/19/111: The Old Stables, Court Farm, Exford – Proposed demolition of part of the stone boundary wall, creation of vehicular hardstanding to form parking area and the erection of timber post and rail fencing surrounding the vehicular hardstanding.**

**Retrospective.** JH proposed (BM sec) objecting to the application on the grounds of detriment to the area and the visual impact associated with the destruction of the wall. In addition, Council felt that the application is misleading regarding the parking being for friends and family only, and Council note the 1999 Planning Condition regarding further development. Agreed – 3 for, 0 against, 2 abstained.

**2.11.2 Planning Report** – KT had previously circulated Planning Report. It was noted that the planning meeting on 18 November had to be cancelled due to the Planning Portal being offline.

### **2.12 Clerk's Report:**

Clerk had previously circulated report. No additional items

### **2.13 Public Forum:**

A member of the public queried as not receiving copies of the minutes. Clerk confirmed all available on website but can complete Data Protection Form to receive directly. SP responded to action 2.3.2. If there is evidence of sweep not being completed correctly, action can be taken.

**There being no further business, the meeting closed at 9.30pm. Next meeting will be held on Tuesday 28 January 2020 at Exford Memorial Hall 7.30pm.**

### **ACTION POINT SUMMARY**

- 1. Clerk to write to land owner regarding overhanging trees at Roundwater.**
- 2. Clerk to inform Highways (copy FN) of sunken drain at Roundwater.**
- 3. Clerk to request cost from Countrywide for single cut and pick up of grass on specified date before village fete.**
- 4. Clerk to update wording in section 15.b.xv of Model Standing Order and circulate for approval at January meeting.**

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