

COFFINSWELL PARISH COUNCIL - MINUTES
THURSDAY 20 MARCH 2014 – ST BARTHOLOMEW’S CHURCH, COFFINSWELL

Present: Cllrs Wills (Chairman), Harrington, Berry, Hermsen and Winchester
 Cllrs Haines and Ballinger (TDC)

Apologies: Cllr Dewhirst (DCC)

Also present: Rachel Avery (Clerk)

No	Subject	Comments
1	The Chairman will open the Meeting and receive apologies.	Cllr Wills opened the meeting at 19.35. Apologies from Cllr Dewhirst were NOTED.
2	To declare any interests arising at this meeting.	There were no interests declared.
	<i>The Council will adjourn for the following items:</i>	
3	<p><u>Public Question Time:</u> A period of 15 minutes will be allowed for members of the public to ask questions or make comment regarding the work of the Council or other items that affect Coffinswell.</p> <p><u>County and District Councillors' Reports</u></p> <p><u>Police Report</u></p>	<p>There were no members of Public present.</p> <p>Cllr Ballinger explained that a complete review of the waste collection is being considered. Machinery is out of date. Weekly collections are being considered and the District Council are currently looking at procurement of the new equipment.</p> <p>In the future, cardboard will have to be separate from food waste, due to new EU laws.</p> <p>Garden waste collection will be a chargeable service.</p> <p>Cllr Haines explained that the TDC portion of Council tax has not been increased. However, he explained that Councils not increasing their Council Tax are reducing the base for next year.</p> <p>Cllr Dewhirst’s report forms part of the minutes.</p> <p><u>Logs and crimes for Dacombe and Coffinswell area between the 15/01/14 – 20/03/14:</u></p> <p>Burnt Out Moped (Orestone Lane) – On 20/01/14 A burnt out motorbike was found, unfortunately the bike could not be identified and we have received no crime complaint regarding a theft. The bike was disposed of by the local council.</p> <p>Fly Tipping (Deer Park Lane) – Bags of Fibre glass were found discarded on 01/03/14. Fly tipping is an offence and can be an environmental hazard. Please be cautious if you find waste on your property and decide to look into bags/containers. The materials may be contaminated/contagious, contain sharp edges or could cause respiratory problems from fumes or gases. If something is found please either report it to the Police on 101 (the non-emergency number) or Teignbridge council direct to have the waste removed and disposed of correctly.</p> <p>Cannabis dumped (Orestone Lane) – Cannabis stems and waste were found on 19/03/14 and have previously been left in rural areas and lanes before. Again, similar to the above, please contact the Police on 101 so the materials can be collected and disposed of correctly. Can we also ask that residents remain wary of vehicles in the lanes especially late at night as it may be the offenders responsible, any information of suspicious activity including vehicle registrations can also be reported on the 101 number.</p> <p>Stolen Vehicle (Dacombe Mill Lane) – A vehicle was stolen from a nearby industrial estate and found on 21/02/14, the offender had tried</p>

		<p>to set it on fire but failed. Scene of crime officers have checked the vehicle for forensic evidence and the investigation is ongoing at this time.</p> <p>Please feel free to contact the neighbourhood team if you have any queries or information that could help tackle the above issues.</p>
	<i>The Council will convene to conduct the following business:</i>	
4	<p>Approval to consider, amend as agreed by the Council and approve the minutes of the following minutes: 16 January 2014 23 January 2014</p>	<p>It was RESOLVED to APPROVE the minutes. It was RESOLVED to APPROVE the minutes.</p>
5	<p>To consider planning applications received: 14/00422/FUL Replacement conservatory (Court Barton, Coffinswell/Mr W Taylor)</p>	No objection.
6	Enforcement issues.	<p>Connybeare Woods- Councillors to monitor any issues and report to Enforcement Officer.</p> <p>Applethorn Barn- Without details of the original planning application, there is little that the Enforcement Officer can do.</p> <p>Pathfield- Enforcement Officer awaiting further information, which is due at the end of the month.</p>
7	<p>Finance:</p> <ul style="list-style-type: none"> • To agree accounts for payment 	<p>It was RESOLVED to APPROVE the following cheques: Coffinswell PCC - £120.00 (vestry hire) Mrs R Avery - £185.89 (salary) Mrs R Avery – £73.80 (expenses) Mr A Hermsen - £46.60 (PAYE payment)</p> <p>Bank balances as at 20.03.2014: Main account - £3204.61 Parish Paths account - £68.35</p> <p>A VAT Claim covering the period 01/12/12 to 31/01/04 totalling £99.03 had been submitted and reimbursement was expected before the end of March.</p>
8	To agree the Risk Assessment document.	<p>Cllr Hermsen (RFO) tabled a Risk Assessment updated since the previous document adopted on 14 May 2013. This was considered. It was RESOLVED to APPROVE the document.</p> <p>As part of this process, the Financial Regulations had also been revised and these were also considered. It was RESOLVED to APPROVE the document.</p> <p>Councillors considered the system of Internal Control and it was decided that as the low number of transactions (24 payments and 5 receipts in the financial year) enabled all transactions to be discussed and cheques signed and countersigned during council meetings, as well as being checked again by an Independent Internal Auditor, the controls were adequate.</p> <p>It was also NOTED that Coffinswell Parish Council have been selected for an intermediate audit by Grant Thornton LLP.</p>
9	Asset performance review- Princess Cottages verge.	<p>Cllr Berry suggested that the bank may be cut down for parking, which would be detrimental. Cherry trees were planted on this bank. It was NOTED that the bank is not included in this package.</p> <p>It was suggested that ownership be offered to the residents, as they are the only people that use it.</p> <p>Cllr Wills suggested that the residents should be approached, which he would do.</p>

		The Clerk would write to confirm that the Parish Council would not wish to purchase this land, with clarification that it would only be the pathway and parking, not the bank.
10	To consider the purchase of new notice boards.	The Clerk suggested that the Parish Council apply for a rural aid grant from TDC. It was RESOLVED that the Parish Council would look for a double doored, powdered aluminium framed notice board in a green finish. Cllr Winchester would dispose of the old notice board.
11	Funding and Grants.	There was nothing to discuss.
12	Engaging with the Community.	There was nothing to discuss.
13	Footpaths and Highways.	Cllr Harrington reported that the seat at Footpath One is broken. Tree trunks are required to prop the railway sleeper. There is some hedge cutting required, which needs to be done soon. This was NOTED. Native trees are required for the hedges, which Cllr Wills would deal with. The Dacombe notice board site has been cleared. It was NOTED that the water issue with the BT manhole cover is still causing an issue, and he had been in contact with the Neighbourhood Highway Officer. The water issue outside School House seems to have stopped, however the gully outside Pitt Cottage is blocked. The Clerk would try to obtain a map regarding gullies and drains. It was NOTED that the Clerk had received an email from Peter Brunt (DCC Neighbourhood Highway Manager) regarding gully clearing, and this becoming a reactive service rather than proactive. The Clerk had replied explaining that the gully clearing is highly necessary and reactive gully clearing would be a false economy.
14	To note any correspondence received.	Healthwatch Voices. It was NOTED that a letter from the owners of Applethorn Barn had written to the Parish Council on 16.10.2013. This was received in the Clerks change over period.
15	To note the date of the next meeting: Thursday 29 May 2014 at 19.30.	The Annual General Meeting and Annual Parish Meeting will be held on this date.