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Rackenford & Creacombe Parish Council Meeting
Tuesday 7 March 2023 at 7.30pm held in Rackenford School.

Members Present: Parish Councillors Sarah Child; Peter Jones; Fred Phillips; Ian Lucas; Jenny Cox & Stewart Warne

Also Present: District & County Councillor Jeremy Yabsley

In attendance: Rob Martin, Clerk

One member of the general public:

MINUTES

2223-86 APOLOGIES

Apologies hade been received from Cllrs. Graham Lamb and Tamsin Hyland and County/District Cllr. Jeremy Yabsley.

In the absence of the Chairman, Cllr. Jones took the chair.

2223-87 DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)

There were no declarations of Interest made.

2223-88 MINUTES

On a proposal by Cllr. Child, seconded by Cllr. Cox it was **Resolved** that he minutes of the Annual Parish Council meeting held on 17th January 2023 were an accurate record and were signed as such.

2223-89 CLERK'S REPORT & CORRESPONDENCE

The clerk reported on:

Elections 4 May 2023

a) He explained that all current councillors would stand down from the parish council on 4 May 2023 and anyone wishing to continue would need to put in an application in a particular way.
b) He had produced a paper copy of the nomination papers for each councillor which were circulated.
c) The completed application forms would have to be handed in at the District Council offices rather than by post or email.
d) Nominations would be accepted by the District Council between 18th March 2023 and 4pm on 4th April 2023.
e) The Council Chairman had acted for all councillors in the past in taking their paperwork into the District Council and he would be asked to do so again.
f) He wanted the access codes to be able to change the front page on the website and Cllr. Jones would send these to him.
g) The need for more people to put themselves forward for election would need to be spread around the village.

Internal Audit

a) The item on the agenda to agree the audit plan was the formal start of the closure

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of accounts process for this year. There would be more items to follow at future meetings.

The Chairman suspended the Parish Council meeting to hear presentations, reports from District and County Councillors and take questions from members of the public.

2223-90 PUBLIC AND OTHER BODIES' SESSION

The member of the public present wanted to be clear about the **Cole's Yard** planning application and the current position. Cllr. Jones and the Clerk explained that the parish council had objected on Local Plan policy grounds to the application, but this appeared to have been ignored without further reference back. This did not follow the normal protocol for such an application and the parish clerk had written to senior officers and councillors at North Devon asking for an explanation. No response had been received to that email to date.

The Chairman reconvened the meeting.

2223-91 THE COMMON

On a proposal by Cllr. Warne, seconded by Cllr. Lucas it was **Resolved** to accept the quotation from Land Forest Ltd for 2023/2024, in which the grass cuts would be increased from £240 to £250 per cut (+4.2%) whilst the other elements will remain unchanged over the current year.

2223-92 POTENTIAL MEETING ROOM/SHOP EXTENSION

The pre-application report was surprisingly detailed and would be helpful for the architects to draw up plans.
It was agreed that a joint working group should be set up and councillors Child, Lucas, Jones and Lamb should be on it.
The Council Chairman had expressed an opinion that this proposal became solely under the jurisdiction of the Shop Committee whilst the parish council stood back, but the feeling was that at this time the parish council might have a role to play in getting the whole thing going and might be able to access information or funding not available to the committee.

2223-93 GAZEBO & BARBECUE

The clerk confirmed that the DCF grant funds of £2,435 had been received by the parish council.
Cllr. Lucas had arranged for the purchase of the barbecue through the village shop. The parish council would receive an invoice for this from the shop.
The clerk and Cllr. Lucas would arrange for the gazebo to be purchased in time for the Coronation event probably from 'Surf and Turf' the company that was used to provide the evidence for the grant application.

2223-94 DEFIBRILLATOR

The new defibrillator had been installed recently, so there was little for a working party to do currently, except notify the public of any upcoming training sessions. Cllr. Lucas would undertake to make sure this gets done.

2223-95 SNOW WARDEN

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Cllr. Jones suggested that there was a need to publish the criteria and extent of the gritting and snow clearance being undertaken for the parish council. This would include an explanation of the fact that the work has to stop at the boundaries of the parish and what would trigger anything being done at all.
The Snow Warden, Cllr. Phillips, explained that he relies on texts from Devon County Highways being sent indicating that freezing weather or snow is expected. He explained that he tries to do it during the night if he can because, otherwise he has to cope with dodging the early morning traffic.
The message needs to get out that very few parishes have this service and that a good job is done.

2223-96 KING CHARLES lll CORONATION CELEBRATIONS

Cllr. Jones explained that he had organised a similar event to that held for the Queen's Jubilee last year. The food provision created a financial risk last year, so he had organised a barbecue to be providing food rather than the food vans, which would enable a ticket price of £5 rather than £10. The same band had been booked for the evening, but this would cost £350 rather than free, but there would be no brass band this time. The church group are going to organise the teas and cakes.
The clerk had a general risk assessment format from BHIB for this event which he would send to Cllr. Jones.
The event would take place on Sunday 7th May 2023.

2223-97 MEADOW VIEW LANDSCAPING

Cllr. Phillips understood that the owners had permission from the Electric Board to move the bank next to the electric pole. The owner wants to remove his garage and would like to put his fence over a piece of land currently 'owned' by the parish council.
On a proposal by Cllr. Jones, it was **Resolved** to say that parish council raises no concerns provided the owner has the relevant permissions from all necessary organisations.
The clerk was concerned about how this was being broached by the owner in that he had received nothing on the subject. He asked that Cllr. Jones get the owner to drop him a line by email on what was being proposed, he would formulate a response in line with this matter.

2223-98 INTERNAL AUDIT

It was **Agreed** that the Mulberry & Co Audit Plan for the 2022/2023 financial year be accepted.

2223-99 BANK RECONCILIATION

On a proposal by Cllr. Lucas, seconded by Cllr. Warne it was Resolved that the bank reconciliation as at 28th February 2023 be accepted.

2223-100 RECEIPTS & PAYMENTS TO DATE COMPARED TO BUDGET

The statement of Receipts and Payments compared to Budgets for the period from 1st April 2022 to 28th February 2023 was **Noted.**

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2223-101 PAYMENT SCHEDULE

On a proposal by Cllr. Stuart, seconded by Cllr. Warne it was Resolved that the payment of the invoices on the schedule below for the period since the last meeting was agreed.

Payee	Services	Amount £	Payment No.
2022/2023			
North Devon District Council	Meeting Room Pre-App Fee	70.00	2223-03
Land Forest Ltd	Common Maintenance 2022/23	3,150.00	2223-03
Rackenford PCC	Churchyard Maintenance Grant	300.00	2223-03
RJ Martin	**Salary March 2023**	**288.59**	**2223-05**
HMRC	**Tax Deduction March 2023**	**72.00**	**2223-05**
RJ Martin	**Travel Expenses Aug 22 to Mar 23**	**93.40**	**2223-06**
BG Phillips	**Tree Felling**	**720.00**	**2223-06**
P. Jones	**Replacement for lost cheque 673**	**36.94**	**2223-06**
2023/2024			
RJ Martin	**Salary April 2023**	**288.59**	**2324-01**
HMRC	**Tax Deduction April 2023**	**72.00**	**2324-01**

2223-102 PLANNING APPLICATIONS

a) The following planning applications were considered:

Reference	Location	Proposal
76429	Land and Buildings at Tidderson Lane Rackenford Tiverton Devon EX16 8DN Grid Ref: 286715; 117540	Erection of a building for use as ironwork workshop (use class B2) and agriculture and associated works together with relocation of 2 existing buildings **Decision: Objection on the basis on analysis by Cllr. Child**
76663	Higher Crowdhole Rackenford Tiverton Devon EX16 8EJ Grid Ref: 281701; 117796	Prior approval for change of use of agricultural building to dwelling house under class Q **Decision: No Comment**

b) **Cole's Yard** was discussed in the public section of this meeting.

c) Planning Decisions since the last meeting

Reference	Location	Proposal	NDC Decision
None			

d) Planning Appeals since the last Meeting

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Reference	Location	Proposal	Date of Appeal/Decision
None			

2223-103 COUNCILLOR REPORTS

a) **Chairman's Report** – Nothing further to report.

b) **Reports from Other Councillors**
Cllr. Cox wondered whether a bench could be installed down by the river where people used the footpath, but ownership of the land would need to be contacted first. She undertook to try to identify the owner. She also questioned whether a litter pick could be arranged and Cllr. Jones said that he would organise this.

2223-104 ANNUAL PARISH MEETING

Once a year between March and the end of May, the Parish Council Chairman has to call an Annual Parish meeting, at which reports from various organisations around the parish can be presented and members of the community can ask questions and make suggestions for the coming year. Representations could be made by any members of the public and invitations could be sent to the School, the PTA, the Nursery, the Shop, the Gardening Club, Rackenford Club, the Pub, for example.
Cllr. Jones outlined his thoughts where he thought that having a meeting, perhaps in the pub, where people could come and give a short presentation about the various organisations running in the village.
It was **Agreed** that a Parish Meeting should be called to be held in the Rackenford Club, if possible, at a date to be arranged.

2223-105 DATE OF NEXT MEETING

The next scheduled meeting of Rackenford & Creacombe Parish Council is the Annual Council Meeting on Tuesday 23rd May 2023, at 7.30pm in Rackenford School.
The clerk would communicate with the school about this date and meetings dates past and future to ensure that it gets paid for the usage.

2223-106 MEETING CLOSURE

The meeting was closed at 9.10pm

Chairman's Signature:

Date: