

The Council meeting was held in the Village Hall on Wednesday 8th May 2013 at 7:25pm. Chairman Cllr Whiting.

Present: Cllrs Brown, Forrester, Frost, Garland, Mason, Ostler, Pratt, Turner, Wellman, Whiting and 14 members of the public.

1. Cllr Whiting was elected unanimously as Chairman (proposed Cllr Turner, seconded Cllr Mason). Cllr Garland was appointed as Vice Chairman (proposed Cllr Whiting, seconded Cllr Pratt).

Meeting was adjourned for the Open Forum.

2. No **apologies for absence** were received.
3. **Appointment of Officers and Committees etc:** the following appointments were made:

RFO	Clerk
Internal Auditor	Cllr Brown
Tree Warden	Mr Ian Thomson
Planning Committee	Cllrs Brown, Frost, Turner, Whiting
Finance Committee	Cllrs Brown, Garland, Whiting
Estates and Personnel Committee	Cllrs Frost, Garland, Mason, Ostler, Pratt and Whiting
Footpaths working party	Cllrs Forrester, Garland, Turner
Maintenance supervisor	Cllr Garland, deputies Cllrs Pratt, Wellman
Children's Playground supervisor	Cllr Forrester, deputy Cllr Frost
Emergency Plan working party	Cllrs Forrester, Frost, Ostler, Turner and Whiting
Emergency contact	Cllr Mason
Flood working party	Cllrs Mason, Ostler, Turner, Whiting, Mrs Searle, Clerk
Lengthsman working party	Cllrs Garland, Ostler, Turner, Wellman

The following people to serve on outside bodies as Council representatives:

King George's Field Committee	Cllr Pratt
Parish/neighbourhood plan group	Cllrs Whiting, Garland
Police Liaison	Cllr Turner
Ring & Ride Committee	Mrs B Kidson
School Trustee	Cllr Frost
Seaton Coastal Traffic Group	Cllr Mason
Uplyme Charities Committee	Mrs B Denham
Village Hall Committee	Cllr Pratt

The Clerk reminded Councillors about the need to amend their registers of interest if any new societies or organisations etc. were joined in the year, and also for new appointments made at this meeting.

4. **Adoption of Minutes:** It was resolved unanimously to adopt the minutes of the April 2013 meeting (proposed Cllr Garland, seconded Cllr Brown).
5. **Matters arising:** Proposed sewer in Rocombe has divided opinion of residents – 5 say yes, but 10 say no, and quite a few are very unhappy about it and don't want the Council to take part because of disruption to traffic that will ensue.
6. **Pecuniary or other interests.** No requests for dispensation were received or interests declared.
7. **Planning:**

Applications dealt with by the Planning Committee:

- **Rhode Cottage Rhode Lane** Construction of first floor extension. It was resolved to ratify the response as follows: *Members of the Parish Council Planning Committee have no objections to this application subject to a bat survey being carried out* (proposed Cllr Turner, seconded Cllr Garland).

- **Sunbeams Rhode Lane** Construction of ground floor extension (with balcony above), decking, construction of 2 dormers to enable loft conversion. It was resolved to ratify the response as follows: *Members of the Parish Council Planning Committee have no objections to this application* (proposed Cllr Turner, seconded Cllr Frost).

Applications dealt with at the meeting:

- **Beech Grove House Rhode Lane** Construction of three bay car port. It was resolved to respond as follows: *The Parish Council has no objections to this application* (proposed Cllr Turner, seconded Cllr Brown).

Applications granted by EDDC:

- **Lower Rhode Farm Rhode Hill** Retention of conversion of barn to ancillary accommodation. *Approved with conditions*
- **Pitt White Cottage Mill Lane** Ground and first floor extensions *Approved with conditions*
- **The Old Dairy House Rhode Lane T1 - Beech** - Remove 2 x lowest second order branches from western side of the tree, and 4 x second order branches overhanging the building on the north western side of the tree. *Approved with conditions*
- **Land East Of Yawl Cross Lyme Road Raymonds Hill** Creation of access onto B3165 Lyme Road *Approved with conditions*
- **Little Paddocks Yawl Hill Lane** Construction of single storey glazed link extension *Approved*

8. **Finance:** The Clerk submitted the schedule of current payments for approval. It was resolved unanimously to approve them (proposed Cllr Turner, seconded Cllr Wellman).

Councillors agreed that the £167 locality fund could be spent on emergency equipment (PPE, tools etc.) without further approval.

It was resolved unanimously to purchase potted trees for the triangle, plus another flowering tree for the cemetery, rather than the bare-rooted ones originally agreed (proposed Cllr Forrester, seconded Cllr Turner). Cost: £87 for triangle trees, delivery £25, and £12-18 for the extra tree.

It was resolved unanimously to pay for 1T scalplings to finish off Hackers Mead footpath (proposed Cllr Wellman, seconded Cllr Ostler). Cllr Mason proposed a vote of thanks to the residents and relatives who had done such a good job in making the path usable for everyone.

It was resolved unanimously to accept R Fisher's estimate of £350 for repairing the cemetery wall by the school (proposed Cllr Turner, seconded Cllr Pratt).

It was resolved unanimously to accept the informal estimate of £150-200 from Mr Bailhache to perform a tree safety survey in the cemetery and Stafford Mount (proposed Cllr Turner, seconded Cllr Frost).

9. **Accounts**

- The draft Annual Accounts for 2012/2013 were presented by the Clerk, and it was resolved unanimously to approve them. Furthermore, it was resolved that if the internal auditor did not make any changes to the accounts, the Clerk and Chairman be authorised to sign the accounts as final. (Proposed Cllr Garland, seconded Cllr Turner).
- Effectiveness of internal audit:** The Clerk summarised the steps taken to ensure that finances are properly monitored and controlled:
 - Financial regulations are in place.
 - All payments are made by cheques signed by two Councillors.
 - All payments are authorised by the RFO and approved by the full Council.
 - Quarterly audits are carried out by a member of the Council.
 - Biannual reviews of budget vs actual expenditure/income are made by the Finance Committee or Council.
 - Accounts are audited annually by an independent Internal Auditor and any issues raised are addressed.
 - The Finance Committee oversees and advises the RFO and the Council on all significant financial matters, including setting the budget.

It was resolved unanimously that the internal audit was thought to be effective (proposed Cllr Turner, seconded Cllr Garland).

- Annual Governance Review:** The Clerk read out the Annual Governance Statement, items 1 to 8. These were each approved by the Parish Council, and the statement was signed by the Chairman and Clerk.

10. **Correspondence.** Cllr Turner will be attending the Flood and Emergency Forum at EDDC on Tuesday 23rd July at 6pm. One other representative may attend if he/she wishes: please let the Clerk know. Several Cllrs will be attending the visit to the affordable houses at Masters’ Close on 16th May. Clerk to contact EDDC about moving public litter bin away from road by Village Hall, so it is less tempting to passers-by to fill up.
11. **Maintenance of Parish Council land.** Stafford Mount is tidy but concrete is breaking up down from steps, and needs repairing, as do tops of walls – Cllr Garland to examine and get quotes. Clerk to chase up First Bus re: timetable. Cllr Frost asked the Council to reconsider the cost of a sign for the garden wall (was £69 last year).
12. **Flooding WP:** a report of progress since the last meeting was made by Cllr Whiting. Keith Steel has still not given any notice of how the survey is going. There may be a follow-up meeting with the MP in July. A note re: rotting sandbags should go in the *Parish News* – advising residents of the locations from which to collect new ones before winter.
13. **Reports to note.**
 - i. **Finance** to April 30th 2013.
 - ii. **Footpaths** – Cllr Turner has met with the Bridleway Group and Emma Hellier to look at the flood damage on BPs 55 and 46 – repairs were done very quickly, but 46 will probably need more work when there is heavy rain again. A new bridge had been installed on FP6, and further improvements were planned.
 - iii. **Highway matters.** The poor state of some local roads and the inefficiency of patching rather than proper repair was mentioned once again.
 - iv. **Playground:** quotes for swing cannot be obtained so far; Cllr Forrester was unable to find a local tradesman to install the play house and bench in the playground, but Cllr Ostler has kindly offered to do it instead.
 - v. **Lengthsman:** neighbouring parishes have been consulted. Combpyne/Rousdon is not very proactive, but Musbury may be interested.
 - vi. **Emergency plan** - Cllr Turner will be meeting with Kate Taylor from the Environment Agency to go through the parish’s emergency plan in respect of flood readiness.
 - vii. **Affordable Housing:** visit next Thursday at 10am. Keys handed over later this month.
 - viii. **Meetings attended by Cllrs:** Cllr Garland/Clerk attended a very useful Axminster DALC meeting on Business Risk, which has highlighted some areas where the Council will need to do work over the coming months. The first Neighbourhood Plan meeting has been held, and Claire Rodway from EDDC is attending the next one; there is a funding form to complete. Combpyne/Rousdon and Musbury do not wish to have a joint plan; Axminster TC will liaise over the A35 Hunter’s Lodge and Trinity Hill junctions as necessary. Cllr Whiting still has to contact Lyme Regis TC.
 - ix. **C Cllrs report** – C Cllr Knight was welcomed back after election. He will be doing a parish road inspection in 2 days. Garden walls at 1/2 Cook’s Mead damaged by EDDC drainage works and he is helping the owners get compensation. Locality budget for Uplyme will be offered – £1000 this year plus shortfall from last year of £850. Cllr Knight explained why the chippings were laid on the B3165 over the very busy bank holiday to alleviate a dangerously slippery surface, and that the County Council had little control over the timing.
 - x. **D Cllrs report** – EDDC’s local plan will still not be fixed for 3-4 months. Need to identify 5 year land supply in East Devon to prevent successful appeals in inappropriate places. D Cllr Thomas will chase K Steel – let him have copy correspondence. Broadband provision is still a concern esp. for Combpyne/Rousdon and St Mary’s.
14. **Any other business.** The Clerk was asked to bring the projector as a matter of course to show documents to the audience, who could often not hear Councillors who did not use the microphone.

There being no other business, the meeting closed at 8.45 p.m.

Signed Chairman

Date