Shute and Whitford Parish Council

Colhayne Close, Colhayne Lane, Shute nr Axminster, Devon, EX13 7QQ

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Minutes of the meeting of Shute Parish Council. The Councillors were summoned to attend a meeting Shute Parish Council held at Whitford Hall on Thursday September 10th 2015. The meeting started at 7.40pm. The following matters were discussed.

Those present :- Cllrs Peter Rugg (Chairman), Paddy Magrane, Bill Marshall, John Pearce, David Plowman, Ella Sweetland and Rick Wood. Carol Miltenburg – Clerk.

1 Apologies for absence.

Apologies were received from Cllrs Richard Orsman, Iain Chubb (EDDC) and Andrew Moulding (DCC)

2 Minutes of the last Parish Council Meeting.

The Minutes of the meeting held on July 30th 2015 were signed by the Chairman. (Proposed Cllr Plowman seconded Cllr Marshall).

3 Matters arising from the Minutes

Burial Ground. The Clerk circulated details of charges for the Burial Ground and guidelines for used of the burial ground. (Cllr Wood proposed the charges should be accepted this was unanimously agreed). It was agreed to discuss the other items on the document at a later date. *Clerk is to investigate the number of interments, get information on how other Parish Councils administer burial grounds, inform local funeral directors that the Burial Ground is owned by the Parish Council etc.*

Request for plots received. The Council have been requested to grant permission for 2 plots to be purchased in advance by some parishioners. This was unanimously agreed. *Clerk to advise the Church Warden*.

4 Prospective meetings of interest and reports from meetings attended

Details of the following meetings were circulated :- AONB Annual Forum – 30th September at Tipton St John; Lottery Funding – 9th October, EDDC, Sidmouth; Rural Futures Conference 2015 at Met Office, Exeter. Cllr Marshall to attend the upcoming flood resilience conference 28th September at DCC, Exeter.

5 Parishes Together

Proposed parishes together project 2016/7. Restoration of Shute beacon – proposal to work with Kilmington PC. It was unanimously agreed to work with Kilmington PC on this proposed project. *Clerk to notify Kilmington PC.*

6 Correspondence

North Devon health care feedback. This item was not applicable to Shute PC.

A letter requesting a grant was received from Axe Valley & West Dorset Ring and Ride Service. The Council agreed to make a grant of £50. (Proposed by Cllr Pearce, seconded by Cllr Sweetland).

7 Highway Matters

Footpath north of Deep Cut a report that the footpath was overgrown was received - the EDDC footpath officer is looking into this and the path will be cleared in the next few weeks.

Traffic calming in Shute. The Clerk reported that the new DCC Highways Officer for the parish will be coming down to take hand held speed measurements before the matter is discussed at the DCC Highways forum on October 13th. The Clerk was asked to contact them and ask for parts of Whitford to be included. *Clerk to contact DCC Highways.*

In response to an e mail from the Head of Shute Primary School, the Clerk has contacted DCC Highways to request that the hedge opposite the junction of Haddon Lane in Shute be cut back as it is seriously reducing visibility and making turning hazardous.

8 Public Forum

No members of the public were present. It was agreed to move the Public Forum item to item 4 on the agenda in future. (proposed by Cllr Wood seconded Cllr Magrane).

9 Planning

Application 15/2028/FUL The Laurels, Wilmington. Replace existing mobile home with new dwelling. It was agreed to discuss this at a site meeting on September 16th.

Application 15/1827/FUL. The Crest, Wilmington. Demolish and rebuild single storey extension. It was agreed to discuss this at a site meeting on September 16th.

East View, Seaton Junction enforcement letter. The Clerk reported that plans have been issued (15/1964/FUL) but had not been received. If received before September 16th they would be brought to the meeting on September 16th.

Listing of war memorial. The war memorial in Shute is now a listed monument. The Clerk has contacted the EDDC planning barrister to determine the exact responsibility of the PC towards the monument as they do not own it.

Updated Delegation Flowcharts. Circulated to Councillors.

East Devon Villages Plan - consultation on proposed criteria for defining built-up area boundaries for villages and small towns. It was agreed that the Clerk should write to EDDC to request that Whitford be included if at all possible.

Gypsy and Traveller Accommodation - Development Plan Document (DPD). Councillors to advise the Clerk of their thoughts for comments to be forwarded on. *Councillors to advise the Clerk of their opinions by September 21st.*

10 Finance

Payments – Clerk (salary), HMRC (re Clerks PAYE), Hitchcock Trust (50% cost of dangerous tree removal); Income – 50% of precept, Parish Council Tax Discount Grant; (Proposed Cllr Rugg seconded Cllr Magrane).

Grant for IT equipment. Clerk to investigate and apply for grant for IT equipment for the PC (Unanimous).

The Clerk reported that the end of year accounts have been signed by the Auditors and received back.

11 Any Other Business

Meeting calendar. This now includes meetings at Shute School. Clerkto circulate in the parish.

Christmas Tree. Cllr Sweetland asked if the Council would like to have a Christmas tree in their name in the display in St Michaels in December. This was agreed.

12 Date, time & place of next meeting - 7.30pm Thursday October 22nd at Umborne Hall

The meeting ended at 9.30pm.