

# Lewdown Grouped Parish Council

## Coryton, Lewtrenchard, Marystow and Thrushelton

These minutes are provisional until they are agreed and signed by the chairman at the next meeting of the Parish Council

Monday 20<sup>th</sup> May 2019

### Minutes No 718

### The Grouped Annual General Meeting

Present: Cllrs Dunn (Chair), Harrop (vice chair), Andrews, Dawe, Perkins, Vanstone, Wilkinson, Yeo, Cllr Mott (WDBC) P. van Delft (clerk)

Meeting opened 7.30pm

1. Chairs welcome
2. Apologies for absence – Cllr Metherell
3. Chairman annual report – The report was read providing the past years council business.
4. Appointment of Officers - Chairman – Cllr Harrop. Proposed Cllr Andrews, Seconded Cllr Dunn
  - Vice Chairman - Cllr Andrews. Proposed Cllr Vanstone, Seconded Cllr Perkins .
  - Tree Warden – Cllr Wilkinson. Proposed Cllr Vanstone, Seconded Cllr Southcott
5. Close of Grouped Annual General Meeting 7.45pm

### Ordinary Meeting

Meeting opened 7.46pm

1. Chairman's welcome – The new chair thanked the former chair Cllr Dunn for all he had done for the council and as a mark of appreciation presented him with a gift. A gift was also presented to Cllr Dunn's wife who had helped support him over the years.
2. Presentation from Martin Rich from Devon Communities Together – An informative insight to the organizations development the past 60 years. Mr Rich provided a synopsis of what their objectives are and how it can help local groups, clubs, councils and community projects. Funding is from D.C.C. and DEFRA + membership contributions, (membership starts from £24 - £50. To view all of their services visit their website [www.devoncommunities.org.uk](http://www.devoncommunities.org.uk)
3. 3.1 Welcome to new councilor – The chairman welcomed Cllr Terry Southcott.  
3.2 Co-option of new councillor for Coryton Parish. Mrs Sylvia Crocker was proposed by Cllr Perkins and seconded by Cllr Andrews, Cllr Crocker was duly nominated.
4. Procedures resulting from the election on 2<sup>nd</sup> May
  - 4.1. Declarations of Acceptance – Completion of councilors signed forms for WDBC and Grouped Council
  - 4.2. Register of Members Interest's - Completion of forms for WDBC and the Grouped Council.
  - 4.3. Election Expenses form – councilors were reminded to submit forms to WDBC by 31.5.19
5. Dispensations & declarations of Interest - None
6. Members of the public – Open forum – No members present

Peter van Delft  
Lewdown Grouped Parish Clerk

#### Parish Councillors

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7. The Parish's groups and associations open Forum – questions, comments and summary of the previous year activities.  
Soupa Troupers – An average monthly participation of 30+ members provided many people an opportunity to catch up with news whilst having a choice of homemade soups and a bread roll, followed by tea or coffee and a biscuit all for £3. Members can stay on afterwards for an afternoon of board games or jigsaws. To date £1500 has been raised to help with the Village hall funds.  
Lewtrenchard WI also provided a report on the past years activities, this included various outings, talks were given by David Bouch from Cothele, Mike Prettejohn a vet, Paul Rendell on military life on the moor. Further talks on food by Sylvia Crocker and Julie Turner's life as a store detective.  
Fund raising from the August cream tea event raised much needed money for the Devon Air Ambulance landing lights. Lewtrenchard is now 93 years in existence with over 30 members.
8. Minutes of previous meeting 717 of 29<sup>th</sup> April were signed by the chairman being a true reflection of that meeting.
9. Planning – Reference 1401/19/HHO  
Proposal – Householder application for proposed single storey extension on West side and two storey extension on East side  
Location – Marystowe House, Chillaton, PL16 0JA  
Council decision – Support.  
Notice – Application for a new premises licence for Lobhill Farmhouse, Lewdown, Okehampton, EX20 4DT, serving alcohol to residents staying at the farmhouse. Sale of alcohol for consumption on and off the premises, Monday – Sunday 8am – 10pm. Representations to Licensing Dept. at WDBC by 28<sup>th</sup> May 2019  
Council conclusion - No areas of concern.
10. Reports from Cllr Mott WDBC – Informed the council that she would be the representative for WDBC for the next 4 years also Councillor Southcott was also duly elected as a WDBC councillor.
11. Finance – 11.1 Report from Finance Officer showed a combined balance credit of £10,140.81  
The following items 11.2 – 11.6 were read and or signed by the chair and clerk as appropriate;
  - 11.2 Annual audit - Certificate of Exemption signed by the chair
  - 11.3 Annual Governance Statement 2018-19 were signed by the chair and clerk/RFO
  - 11.4 Accounting Statement 2018-19 were signed by the chair and RFO
  - 11.5 Annual Asset Register was signed by the chair.
  - 11.6 Confirmation of the dates of the period for the exercise of public rights  
The dates are 17<sup>th</sup> June to 26<sup>th</sup> July inclusive, see notice on website & notice boards
  - 11.7 Authorised payments included:

Dean Elliot –Grass cutting 2 of 10)	£100.00
Caroline Harris Bookkeeping Services – payroll services	£150.00
BHIB – Parish Insurance	£358.62
P. van Delft – Clerk salary (March – April)	£ 318.12
HMRC – Clerk paye	£ 25.20
ICO – Data protection + DD Mandate	£ 40.00
P. van Delft – Repayment for Conference tickets	£ 43.82

Peter van Delft  
Lewdown Grouped Parish Clerk

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- 12 Air Ambulance Landing Site – Conclusion of the official opening. A Bar-B-Que was held on Saturday 18<sup>th</sup> May with the official opening of the Landing Site speech from Cllr Mott. An unusual christening of the lights was then conducted. A good time was had by all who attended. The chairman thanked all the organisations, clubs, associations and individuals who had helped raised the £2768 needed to match fund the lights. The chair also thanked Cllr Andrews, Cllr Metherell and his wife for making the arrangements for the occasion and helping with the barbeque.
- 13 Lewtrenchard Primary School, wig wag lights – resubmission for WDBC grant was successful, clarification still needed to identify what the council needed and what D.H. required.
- 14 Councillor Reports – Cllr Perkins reported problems with Japanese Knotweed near the Ramps and Stoney Lane. Cllr Perkins also reported that another well attended fund raising event for play equipment was held during the bank holiday with a “Bake Off”, £313.25 was raised. The total raised to date is £825.04. Cllr Vanstone reported that two vehicles were now permanently parked on the grass verge below Alder Vineyard, Cllr Mott to look into the problem. Cllr Yeo reported that the Road to Wye now had road markings at the junction, and indications for intended repairs. Cllr Southcott reported that the Laurel hedge plants were not yet removed at the Wye junction. Cllr Mott to enquire. Cllr Dunn suggested that guidelines for insurance purposes should be drawn up for future events with consideration for fire extinguishers, first aiders and an events organiser.
- 15 Defibrillator Training - update - 6 people had registered an interest with a further 4 councillors also expressing interest in attending. Cllr Dunn suggested that more would turn up on the day.
- 16 Parishioners concerns over West to Middle Raddon Lane – The lane was visited by a councilor, feedback from parishioners with an interest in the Lane to contact the clerk.
- 17 Training for new and existing councillors and new Chairman training. DALC training programs are available, contact the clerk if interested.
- 18 Lewdown Y.F.C. Community Project - Tree Planting – Former quarry near Lobhill Cross has been suggested, the landowner has been contacted.
- 19 Items raised for discussion on next agenda to include – Rural waste skips scheme, Emergency Plan, Japanese Knotweed removal, Risk assessments for events review.
- 20 Date, time and place of next meeting – 29<sup>th</sup> July 2019 – Lewdown Victory Hall, 7.30PM

Close of meeting 10pm

Signed Chairman

*Peter van Delft*  
*Lewdown Grouped Parish Clerk*

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