

Milton Damerel Parish Council
Annual General Meeting
MINUTES

of the Annual General Meeting held at the Parish Hall on Thursday 17 May 2012. The meeting commenced at 7.38pm

Present	Cllr Grace Millman	Cllr Stephen Moyse
	Cllr Edgar Pett	Cllr Gareth Piper
	Cllr Richard Piper	Mrs Roberta Jackson (Clerk)

There were no members of the public or press present.

Cllr Grace Millman chaired the meeting and welcomed members.

Apologies were received from Rose Haynes who was at the Devon County Show and John Webb who was unwell.

1. Election of Chairman and signing of Acceptance of Office of Chairman. Gareth Piper proposed and Richard Piper seconded the nomination of Grace Millman as Chairman. Grace accepted the nomination, there were no other nominations and therefore Cllr Grace Millman was duly elected Chairman of Milton Damerel Parish Council for the year. Grace signed the Acceptance of Office of Chairman.

2. Election of Vice Chairman. Richard Piper proposed and Gareth Piper seconded the nomination of Stephen Moyse as Vice Chairman. There were no other nominations and therefore Stephen was duly elected Vice Chairman of Milton Damerel Parish Council for the year.

There being no further business the AGM ended at 7.42pm

<i>Signed</i>	<i>Date</i>	<i>Page 1 of 1 (AGM 17/05/12)</i>
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Milton Damerel Parish Council
MINUTES

of the Parish Council meeting held on Thursday 17 May 2012, commencing at 7.43 pm immediately following the AGM.

Present	Cllr Grace Millman (Chairman)	Cllr Stephen Moyse (Vice Chairman)
	Cllr Edgar Pett	Cllr Gareth Piper
	Cllr Richard Piper	Mrs Roberta Jackson (Clerk)

PCSO Raquel Rowe attended at 7.55pm and apologised for her late arrival. No other members of the public or press were present.

1. Apologies were received from Rose Haynes who was at the Devon County Show and John Webb who was unwell. PC Andy Moakes also sent apologies.

2. Chairman's Announcements. There were none.

3. Public Comments. There were no comments until PCSO Rowe arrived and was invited to speak. She reported that metal was being targeted on farm burglaries in the Okehampton and Highampton areas and asked that everyone takes extra care. The cash from farm gate honesty boxes have been stolen and despite the low value, victims are encouraged to report any loss to the police. Raquel is gathering evidence regarding speeding in the villages, she is working on St Giles at present but will be doing more speed watch in Milton Damerel very soon.

4. Declarations of Interests on matters to be considered at the meeting. Stephen Moyse declared a prejudicial interest in planning item 9b due to business transactions with the applicant and signed the register of declarations accordingly.

5. To approve the minutes of the Annual Parish Meeting held on 18 April 2012.

The minutes were signed as a true record of the meeting

6. To approve the minutes of the Parish Council Meeting held on 18 April 2012.

The minutes were signed as a true record of the meeting

7. Matters Arising - not otherwise on the agenda

a) To report Agenda and Approved Minutes on www.miltondamerel.com. The Agenda and Minutes for 2011 to date are now on www.miltondamerel.com and Terry is working on getting the link with the Torridge District Council website.

b) Step Back in Time Fund. The wording of a paragraph in the next newsletter was reviewed by members and approved after adjustment. *Devon Village Ventures Competition 1992 – 'There was a cash prize which the committee decided to set aside to help young people undertake special activities. A small number of grants were made to assist with such things as volunteering overseas. The dormant fund has now been passed to the Parish Council for distribution. Letters of application from young people of the parish should be sent to the Parish Clerk for consideration by the Parish Council'.*

<i>Signed</i>	<i>Date</i>	<i>Page 1 of 2 (17/05/12)</i>
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8. Parish Paths Partnership Scheme

- a) To report receipt of further grant. The £200 additional grant for specified works was received on 5 May
- b) Report from P3 Co-ordinator. Mike Jackson reported that a broken stile on FP1 (Worden Cross to Glovers Cottage) was to be replaced by a self closing gate with the approval of the land owners. The broken finger post at Holy Trinity Church was also to be replaced. The total estimated cost was £250. Other matters to be inspected by Tim Freeman Public Rights of Way Warden. Following this report the contractor was unexpectedly able to complete the works on Tuesday of this week. His invoice for £194.02 plus Vat of £38.80, which can be reclaimed, total £232.82, has been received for payment from the P3 grant provided. Cheque No 100824 payable to Environmental South West for £232.82 was signed by three signatories

9. Planning Applications (Agricultural Determination)

(Note: Agricultural Determination is permitted development. Comments confined to issues of siting or design for visual amenity/landscape reasons, not the principle of development)

- a) 1/0380/2012/AGR Building for storage of machinery and hay at Brendon Fields, Thornbury.

After some consideration it was agreed that no comments be made and no further action to be taken.

With the permission of the Chairman also

- b) 1/0345/2012/AGR Erection of agricultural building for storage of feed and straw at Gidcott Farm. Stephen left the meeting having already declared a prejudicial interest. After some consideration it was agreed that no comments be made and no further action to be taken. *Stephen returned to the meeting.*

10. Planning Decisions (since agenda)

1/0139/2012/FUL Solar photovoltaic array on shed roof at Higher Grawley has been granted permission.

11. Report from Holsworthy Area Advisory Group Meeting. Gareth attended the meeting. The main subject for discussion was the Localism Bill, the speaker being the TDC solicitor Ken Miles, and its implications for Parish Councils particularly with regards to Code of Conduct and Register of Interests.

12. Diamond Jubilee Souvenirs and Celebrations Update. The Jubilee Lunch tickets are selling well. The Clerk reported that there will be about 17 Souvenir medals left after the presentation at the Children's Jubilee Tea and members were asked to consider what to do with the remaining medals. It was agreed by members that they should be first made available for purchase by parents of any siblings attending the Tea at a cost of £3.50 each, which will recoup the cost of the remaining medals and the unclaimed VAT. After that, on a first come first served basis to anyone else.

13. Financial Matters

- a) To approve and sign Annual Governance Statement and Parish Council Accounts for 2011-2012 following the internal audit. The Clerk took the accounts to the auditor today and all documents were returned. The internal Audit Report stated the overall risk is low, all tests were satisfactory with no issues to report.' The accounting statements and annual governance statement, after completion, were approved by members and signed by the Chairman and RFO/Clerk. Copies of the figures from the annual return along with a list of items over the last 3 years which have used up the Parish Plan surplus were handed to Councillors. The Annual Return and account spread sheets were approved by members and signed by the Chairman and RFO.

- b) Payment of invoice for internal audit

Cheque No. 100183 payable to Ken Abraham for £35 was signed by three signatories

Recently received. The consultation on the appointment of the new external Auditor, Grant Thornton UK LLP, for 5 years from 2012/13 was brought to the attention of members without objection. The new scale of fees for bodies with income/expenditure up to £10,000 show no fee to pay.

- c) To report receipt of First Half Precept. The first half precept of £1175 was received on 23 April 2012
- d) To approve renewal of Parish Council Insurance and to sign the cheque for payment. The premium has again been reduced and renewal was approved. Cheque No. 100182 payable to Community First for £188.65 was signed by three signatories.

Correspondence

14. TDC Welcomes the Olympic Torch to Torridge on 21 May 2012. Notice displayed and distributed to member

15. Everyone's Tomorrow Newsletter of Senior Council for Devon. Made available for members to read.

16. Urgent matters brought forward with the permission of the Chairman.

- a) Grace reported that there had been complaints of barking dogs at Strawberry Bank.

- b) A letter has been received to inform Councillors that the next Torridge District Council Full Council Meeting on 11 June 2012 will be at Holsworthy Memorial Hall at 6.30pm and it is open to the public