

**LYDFORD PARISH COUNCIL**  
**MINUTES OF THE MEETING**

Held in the Nicholls Hall  
Tuesday 15<sup>th</sup> May 2007

**48-2007 Present:**

Mrs L Cole: Mrs L Ellicott (Vice-Chairman): Mrs K Boyd (Chairman): Ms J Gannon: Ms C Moriarty: Mr DG Evans (retiring Clerk): Mrs A Martin (new Clerk)  
The new members were welcomed by the Chair.

**Parishoners and others in attendance:**

Three parishoners were in attendance.

**49-2007 Apologies for Absence:**

Cllr A Hosking (DCC) & Mrs S Holland

**50-2007 Acceptance of Office and Declaration of Interest Forms**

Acceptance of Office Forms were signed by all members present, and their signatures witnessed. This being the AGM the new Codes of Practice, of which all members received copies prior to the meeting, have been formally accepted from the date of this meeting. Two members also handed in their signed Declaration of Interest Forms, the others now have 28 days in which to get this task completed.

**51-2007 Parish Council Vacancy**

Applications to fill the one remaining vacancy on the Council have been invited via a notice on the Parish Council noticeboard, a copy of which has also been posted on the website. The closing date for applications to be received in writing is 29<sup>th</sup> May 2007. The Clerk reported that one application has been received so far.

In the event of further applications being received the selection process will be by interviews to be arranged when the closing date has passed.

**52-2007 Parishoners and Visitors Time:**

No parishoners wished to address the meeting from the floor. A letter of welcome will be sent to our new West Devon councillor with an invitation to attend future meetings.

**53-2007 To approve the minutes of the previous meeting:**

The minutes of the meeting held on Tuesday 17<sup>th</sup> April 2007 and of the Annual Parish Meeting on Tuesday April 10<sup>th</sup> 2007 were signed, by the Chairman, as a true and accurate record of the proceedings.

**54-2007 Matters arising:**

54.1 Proposed new horse trails – Further to Item 45.1 from the previous Parish Council meeting Ms Gannon reported that affected landowners appear not to have been contacted by the proponents of the plan. The Council reiterated its position that whilst it supports the general principle of safety for riders it cannot support a change in the designation of existing tracks, nor the use of private property unless the landowners are happy to give their consent.

54.2 Progress re: Old Saxon Well – A working plan has been received from Mrs P Martyn with an outline of proposed works including the building of low retaining walls to prevent the ingress of mud and silt onto the trackways and improved drainage of the site by means of regrading of part of the site and providing drains to lead water away to the existing ditch. It was agreed that a site meeting should be set up to discuss in more detail what needs to be done and Mrs Cole agreed to arrange a date on which key personnel and interested parties will be invited to attend. It is hoped that from this meeting the Council will be able to draw up invitations to tender for the work. It was noted that the National Park have been very supportive of the project so far and the council values their input.

54.3- Progress re: Captain Hunter's Plaque – The verbal offer of £200 from the Duchy of Cornwall has been confirmed in writing, and a letter of thanks will be sent. The money will be waiting for us to draw down when we are ready to use it. We now need to put in a bid for funding from the DNP Monument fund. It is thought that a further £1200 will be needed, and an application will be made for this amount.

54.4 – Progress re: The fence outside the toilet block – Paul Glanville, the Dartmoor Ranger for this area, has promised to push this project onwards for us now that the new financial year is underway.

54.5 – Parish Plan: The meeting on 8<sup>th</sup> May was well supported. The committee are currently downloading information from the questionnaires filled in on the day.

54.6 – C&CC Site: Members noted that parishioners have once again complained about smells issuing from the site, and this is disappointing as it was thought that the problem had been sorted out. The council will contact Mr Greenaway (Environmental Health) and will also advise affected parishioners to contact him direct.

#### **55-2007 Receive report from the Chairman for the year 2006/07**

The Chairman referred those present to the report she had presented at the Annual Parish meeting, a précis of which had already been published in the Parish Magazine.

#### **56.2007 To elect the Officers of the Council for 2007/08**

56.1 **Chairman** – Nominations were received for Mrs Ellicott by Mrs Boyd and seconded by Ms Gannon. No other nominations were received with the vote for Mrs Ellicott being unanimous. Mrs Ellicott duly took the Chair from Mrs Boyd, and thanked Mrs Boyd for her work during her time in office.

56.2 **Vice-Chairman** – Nominations were received for Ms Gannon from Mrs Ellicott and seconded by Mrs Boyd. No other nominations were received. The vote for Ms Gannon was unanimous.

56.3 **Responsible Financial Officer** – Nominations were received for Mrs Martin (clerk) from Mrs Ellicott and seconded by Ms Gannon. No other nominations were received. The vote for Mrs Martin was unanimous.

#### **56.4 Councillors to represent Lydford on outside bodies for 2007/08**

DNPA – Ms Moriarty on the Community Forum.

Mrs Ellicott will apply to become a member of the DNP Authority

Police Authority – Ms Moriarty

Southern Link Committee – Mrs Boyd and Mrs Cole

Nicholls Hall Committee – Mrs Boyd

Sports Field – The Sports Field Committee will be asked if they would like a representative from the Parish Council to attend their meetings. A letter will be sent.

Councillors considered the invitation to be nominated to serve on the Standards Committee but none wished to stand.

**57-2007 Receive financial report:**

57.1 The following balances were reported and payments authorised:

Current account - £174.50

Deposit account - £7000.46

Parish Plan - £2,025.00

Saxon Well - £10,000.00

57.2 Mr Evans advised that the accounts for 2006/07, which were presented at the Annual Parish Meeting, cannot be signed off until a bank statement has been received so that the final balances can be confirmed.

57.3 The following cheques were authorised from the general budget: Clerk (DGE) - £261.00: PCC (Re: advert for new Clerk) - £5.00: Tavistock Times (Re: advert for new Clerk) - £105.75: Mainly stationery (includes new filing cabinet for the Parish Office) £120.72 – Clerk (AM – April and May, net of tax) £376.80 : S Powne (mileage) £40.88: Grass Cutting £15: Insurance £405.18:

The following cheques were authorised from the Parish Plan budget: Parish Plan Clerk (MJ) £200.00 : Mainly Stationery £16.54 : PP Open Day £69.55 : PP Open Day Catering £170.18 Provisions held as shown on the sheet circulated to members and attached to the master set of minutes.

57.4 The council agreed that new signatories to the bank accounts will be Mrs Martin and Ms Gannon. Mrs Cole will continue to be a signatory. One further signatory is desirable to ensure coverage of holidays and illness.

57.5 It has been difficult to find a person willing to carry out the Internal Audit for the Year 2006/07. Mr Evans suggested that as the Annual Accounts for 2006/07 relate to a period before Mrs Martin was appointed, and she therefore had no hand in their preparation, that she be appointed as Internal Auditor for them. This was agreed.

**58-2007 Correspondence:**

58.1 A letter has been received from the Lord Mayor of Exeter regarding the City Council's unitary aspirations. Members expressed disquiet at the unconventionality of this letter, and further discussion revealed a consensus of opinion opposing the Lord Mayor's view. A reply will be sent expressing their disquiet with carbon copies to other possibly interested parties.

58.2 The promised reply has now been received from the Area Engineer's office at DCC regarding the Bus Stop Signs in Lydford Village. The Council continues to feel that the street furniture erected is out of keeping with the ambiance of the village but it appears that we must learn to live with it. It was suggested that the application of yoghurt to the posts would encourage lichen to grow on them. It is known that this works with new stonework, reservations were expressed that this might not work on the metal signs. The letter assures the council that a member of the Devon County Safety Audit team has visited the village and although members expressed their own concerns over the safety aspects of some of the sitings we must be satisfied that a safety professional has been consulted and that this person will be responsible should future safety issues arise.

58.3 A letter has been received from the Duchy of Cornwall regarding Captain Hunter's Plaque.

58.4 Receipts have been received from the Sports Field, the School, the Church and the Nicholls Hall.

58.5 Consultation documents from the Devon Minerals and Waste Development Framework have been received. No representations will be made by the council as Lydford Parish is not affected by these issues.

58.6 A further letter has been received with advice about co-opting members to fill vacancies resulting from an insufficiency of candidates standing for election. These procedures are being followed.

58.7 One letter of application for the Parish Council vacancy has been received.

58.8 A pamphlet has been received outlining advice and assistance available free to local businesses under Objective 2 funding to help them increase their productivity, turnover and profitability. This will be displayed on the parish notice Board. More information can be obtained from the West Devon Business Information Point website [www.bipwestdevon.biz](http://www.bipwestdevon.biz)

**59-2007 Planning applications:**

59.1 An application has been received to reduce the length of two lateral branches by 2 metres of a beech tree at Clearview, Lydford. The council has no objections to this.

59.2 Notification of a Grant of Conditional Planning permission regarding Crossfield, Lydford has been received.

58.3 Planning documents have been received from the DNPA regarding the lighting bollards at the C&CC Site. The DNPA will recommend that permission be granted.

**60-2007 Items raised at the last meeting for inclusion on this agenda**

60.1 Proposed Horse Trails – Dealt with earlier in the meeting under item 54.1

**61-2007 Items raised for inclusion on the June agenda**

61.1 Vandalism to bollards near the cycle track entrance

61.2 Beating of the bounds

**62-2007 To agree the date of the next meeting**

The date of Tuesday 19<sup>th</sup> June was agreed commencing at 7.00 pm.

The Chairman thanked the retiring Clerk, David Evans, for his valuable work during the last eleven years.

There being no further business the meeting was formally closed by the Chairman at 8.35 pm.

A Martin  
Clerk to the Parish Council

16<sup>th</sup> May 2007

Signed as a true and accurate record.....Date.....  
(Chairman)

