

OAKE PARISH COUNCIL

Minutes of the Oake Parish Council meeting held at the Oake and District Hall,
Held on Thursday, 11th February 2016 at 7.00pm

1. **PRESENT:** Councillors: A Dyke (Chairman), Mrs F Dunn, D Roots, Mrs S Woodbury & Mrs S Davies. In attendance: Jill Loader (Clerk), SCC Cllr J Hunt and 2 members of the public.
2. **PUBLIC SPEAKING TIME** – none
3. **APOLOGIES** - Cllrs L Peace & J Sharland
4. **NEW COUNCILLOR** – Sally Woodbury signed the Declaration of Acceptance Form with the Clerk counter signing the form. The Register of Interests form had also been completed and would be sent to TDBC.
5. **DECLARATIONS OF INTEREST/DISPENSATIONS:** Cllr Dunn declared an interest regarding the Community Shop.
6. **MINUTES** - The minutes of the Parish Council Meeting held on the 14th January 2016 were circulated and signed by the Chairman as being a correct record.
7. **MATTERS ARISING:**
 - a) WI 100 year celebration fund expenditure – Cllr Dunn reported letters had been sent out with some responses to ideas. Deadline was end of March. Agenda item in April.
 - b) Bus Shelter – quotes were being obtained for the next meeting.
8. **MATTERS OF REPORT**
 - a) **Police Report** - January 2016 Bradford on Tone Beat

Bradford on Tone, Oake, Nynehead, Langford Budville, Hillcommon and Hillfarrance.

Date	Location	Details
Month of January	*** No Crime ***	

Calls to Police

There were 144 calls to the Police this month for the Wellington Rural area, with 18 for this Beat area. This included a concern for welfare call at Bradford on Tone, Hillfarrance and also Oake. There was a two vehicle Road Traffic Accident in Bradford on Tone and a parking complaint in Langford Budville.

Reports of Antisocial Behavior

There were no reports of Anti-social behaviour this month.

Other News

Beat Surgery posters have been distributed and displayed. A Bike Marking event has been planned in Wiveliscombe in February from 10am – 1pm at Kingsmead School on the 27th and the rural team are hoping to get to Wellington Farmer's Market on 19th March to promote Horsewatch and Farmwatch crime prevention schemes.

- b) **Shop management committee update** – Fern Dunn read out a letter from the Shop Committee requesting the council to donate the full CiL fund to the shop to help out with their financial issues. Fern Dunn left the meeting so the remaining councillors could discuss this request. It was agreed to find out from SALC whether the PC were in a position to donate funds to a failing business under the General Power of Competence power. If so, then an initial £1,500 would be given to the shop with possibly more being awarded, subject to the responses from the survey due to be carried out at the end of February. It was also agreed the shop committee should be attending the meetings to discuss the situation and not leave Fern Dunn to inform the PC.
- c) **Village Hall Committee** – No report.
- d) **TDBC Report** – no report received.
- e) **SCC Report** – Cllr Hunt reported on the Feasibility Report regarding the traffic calming through Oake. It was agreed that the PC would support any decision reached depending upon funds available. Clerk to email PC's decisions to SCC dept.

9. ITEMS FOR DISCUSSION/INFORMATION

- a) **SCF – Memorandum of Understanding** – The clerk had circulated the draft memorandum of understanding from SCF for discussion. The following points were agreed: a) New Name: The Sunshine Fund. b) Take out any reference to the solar farm contacts and Newton Solar Energy. c) Grants of up to £2,000 offered twice a year was approved. d) Ask to reconsider keeping to the original 10% fees rather than the revised 15%. Revised MofU to be available for next meeting.
- b) **The Neighbourhood Plan Meeting** has been arranged for Tuesday, 23rd February at 6.30pm with Stuart Todd to give a full presentation on Neighbourhood Plans. Bradford on Tone and Nynehead PC's have also been invited.
- c) **Shop Survey** - this was due to go out at the end of February with the help of the Councillors.
- d) **Social Media Policy** – this had been previously circulated. It was noted that all Councillors were recommended to adopt a separate email address relevant for council work rather than using a personal email address. The Councillors adopted the Social Media Policy which would be reviewed next year to its effectiveness.
- e) **Press Relations** – after discussion, it was agreed that should the press wish to have comments from the council only the Chairman and Clerk should respond.
- f) **Bradford Road, Oake Feasibility Report** - Clerk to reply to council's agreement to accept their options subject to costs. Also to highlight the Affordable Housing Development being proposed and any traffic calming being considered.

10. PLANNING APPLICATIONS RECEIVED FOR DISCUSSION/APPROVAL

The following planning application below was discussed:

- a) 27/16/0003/T – application to carry out management works to two oak trees included in TDBC Oake No3 Tree Preservation Order 1996 at 41 Saxon Close, Oake (TD677). The councillors supported this application.

11. FINANCE

The following payments were approved by the Parish Council.

a) Payments

Clerks Salary – Jan	£200.85
Clerks expenses – Jan	£ 30.00
Hall Hire	£ 27.40

b) Balance of Accounts: The balance as at 29 January 2016 was £20,807.74. The Chairman signed the bank reconciliation.

c) Risk Assessment - after discussion the council approved the revised risk assessment document.

d) Internal Controls Document – after discussion the council approved the revised internal controls document.

e) Budget vs Expenditure – all items were within budget except the election invoice received last meeting which had not been forecast. This was being addressed over the next four years to ensure adequate funds would be available should another election be held in May 2019.

f) NS & I Account – it was agreed to leave the funds in this account for now.

12. CORRESPONDENCE FOR CIRCULATION & OTHER MATTERS:

a) **Flooding** - around Nynehead and Bradford roads coming out of Oake.

There being no further business the meeting closed at 8.33pm.

Date of the next Parish Council meeting: Thursday 10th March 2016.

Signed _____
Chairman

Date _____