

OAKE PARISH COUNCIL

Minutes of a meeting of Oake Parish Council held on **Thursday 13th September 2018**, commencing at 7.00 pm in the Oake Hall.

Present: Cllrs S.Davies (Chair); F.Dunn; A.Dyke; I. Ramus; C.Hillier; F.Gully; L.Peace; Mr. D.Gliddon (Clerk) & 1 member of the public.

1. **Apologies** - None
2. **Declarations/Interests** – Cllr Peace (Village Shop)
3. **Minutes:** The Minutes of the Parish Council Meeting held on the 12th July 2018 were approved and signed as a true record.
4. **Planning:**
 - (a) **CASE REF: 27/18/0012 PROPOSAL: Erection of single storey garage/workshop and storage building at Oake Bridge Farmhouse, Bradford Rd, Oake.**
Councillors supported the application.
 - (b) **CASE REF: 27/18/0013 PROPOSAL: Change of use of Units A,B and D from B1 use to include B2 use at Beaconstone, Wiveliscombe Rd, Hillcommon (retention of works already undertaken)**
Councillors objected to the application on many grounds including: uncontrolled opening hours; uncontrolled disposal of waste; adverse effect on residential properties from traffic, smell & noise; adverse effect on walkers and residents using the adjacent footpath; lack of waste provision; unsuitable access to the units.
5. **Parish Council Website** – Discussion took place regarding improvements that could be made. The Clerk was instructed to contact Media Orb and report back on available options and likely costs.
6. Report SCC - None
7. Report TDBC -None
8. Training: Cllr Gully reported back on her “Code of Conduct” Training, held in July. It was agreed to look at the Council’s Code of Conduct Policy at the October Meeting.
9. Reports:
 - (a) **Police Report** for July was discussed and noted. The August report was yet to be received.
 - (b) **Parish Plan:** Cllr Gully reported on the latest progress. It was noted that four members had sadly left the steering group. The latest timeline was discussed, and the upcoming Public Consultation would need to be widely publicised. A grant application was due to be submitted shortly. The Chair thanked Cllr Gully for her hard work on this very important Plan, that would serve Oake well in the years ahead.
 - (c) **Village Shop: Outline Planning Permission to relocate to the Village Hall** has been applied for. A lottery application for £190,000 capital fund has been submitted. New staff have been appointed; revised and improved opening hours had helped to improve takings, but this could be improved further if everyone bought one more item per visit. It was suggested an application was made to the HPC funding stream.
 - (d) **Traffic Calming: A final revised Plan** was discussed and agreed with the Clerk instructed to request a change of wording on the Signs to: WELCOME TO OAKE. It was noted that a future application for a safe crossing point by the school could be considered.
 - (e) **Village Hall** – nomination of a council representative was discussed. The Clerk was instructed to contact the Village Hall committee requesting notice of dates so that councillors could attend meetings on a rotation basis.
10. **Finance** -The following payments were agreed:
 - (a) Clerks Salary & expenses for July/August £397.81; HMRC £83.60; Oake & District Village Hall £1,120;Oake PCC £500; Heathfield PCC £450; Hillfarrance PCC £500; SALC £30.00; Amy Shepherd £290.06
 - (b) Finance update: Receipts from TDBC: Burial Grant £1,450.00 Footpath Grant £150.00; Playing Field grant £1,120.00. Balance of £26,059.04.
 - (c) Audit. The Council agreed that it would apply for a **Certificate of Exemption from Audit**, otherwise a fee of £200 was payable. Councillors were satisfied that the internal audit carried out by Ms Phillipa Archer was

enough.

- (d) The Clerk left the room whilst Councillors discussed his salary payment for 2018/19. The Chair had carried out a successful annual appraisal and an increase was recommended and approved by councillors from SCP 17 to SCP 20 from 01/04/18.

The Clerk returned to the meeting and thanked councillors for their appreciation of his work on behalf of the Council.

11. Matters of Report.

(a) Members of Council:

- Discussion re: resurfacing of roads in Hillfarrance was felt to be unnecessary but was perhaps part of a rolling programme of preventative top dressing.
- Inappropriate posting of notices in Council Noticeboards would be left to Cllr Hillier to monitor and deal with as appropriate.
- The Social Media Policy (approved in April 2018) would guide the Council as to appropriate posting on Facebook in the future.

- (b) Clerk:** The Clerk reminded councilors that Sunshine Fund applications should be received by SCF by **October 20th**.

- (c) Correspondence:** An invitation to the Wivey Link Open morning was circulated.

12. Suggested topics for inclusion on next meeting Thursday 11th October 2018 at 7 p.m.

- Outdoor Gym Equipment
- Social Media Policy
- Code of Conduct

The Meeting Closed at 8.32 p.m.