

**Minutes of the Belstone Parish Council Meeting held on Tuesday 28th February 2017 at 7.30pm
in the Village Hall Meeting Room**

Present: Ann Norman, Susan Norrish, Peter Cooper, Jon Pike, Paul Boyce, Elisabeth Emerson with Michael Ash in the Chair and Robin Hill (Parish Clerk)

105. APOLOGIES FOR ABSENCE: None

106. MINUTES OF THE LAST MEETING: Minutes of the meeting Tuesday 17th January, previously circulated, were confirmed as a correct record and signed.

107. MATTERS ARISING (unless dealt with elsewhere): The seat overlooking West Cleave has been removed by Paul Boyce.

108. DECLARATIONS OF INTEREST: None

109. URGENT MATTERS RAISED BY THE CHAIRMAN: None

110. CORRESPONDENCE:

West Devon Mayoral Awards - noted

Eastern Links: Next meeting Thursday 2nd March, Spreyton Village Hall

111. CLERK'S REPORT:

Update on Superfast Broadband in Skaigh Lane: This is due for completion in March.

Update on Whitehouse Services Planning Application: Dartmoor National Park Planning Committee have recommended refusal. Full committee due to meet Friday 3rd March.

Pensions Regulator: The Clerk has completed the Declaration of Compliance Forms on behalf of the Parish Council and sent a letter to himself about staff enrolment.

112. FINANCE:

- i. **Current state of finances and petty cash:** Current Account: £1084.11. Reserve Account: £1996.41 plus interest. Petty Cash £25.39 in arrears – this includes £19.48 for a ream of A4 paper. It was agreed to pay, in full, the £25.39 owed to the clerk. Proposed Ann Norman seconded Peter Cooper. Internet Banking was discussed. The Parish Council agreed to partial internet banking with the clerk able to view the two accounts but the Parish Council continuing to use cheques for payments. Proposed Jon Pike seconded Ann Norman.
- ii. **Parish Council Risk Assessment:** The risk assessment was accepted unanimously.
- iii. **Annual Budget Draft:** The budget was checked and agreed unanimously.
- iv. **Payments made:** £40 Belstone Village Hall
- v. **Payments to be made:** The Clerk requested £25.39 expenses to cover stationery items for this year (see above) and the remaining salary for this financial year up to March 31st. The Council has not yet received an invoice from South Hams for the Payroll Service. It was agreed that all these should be paid as soon as received. Proposed Jon Pike seconded Peter Cooper. Agreed unanimously.
- vi. **VAT Reclaim:** This will be completed on receiving the Payroll Invoice from South Hams
- vii. **Council Diary:** Checked and signed

113. PLANNING:

- i. Proposed: Installation of air source heat pump in existing lean-to-wood shed at Mowhay, Skaigh Lane, Belstone. No comment made.

114. HIGHWAYS:

Matters reported/to be reported to DCC Highways Maintenance Department: The Clerk was asked to inform highways that the gate by the cattle grid on the indirect route to Okehampton needs repair again. There was also a request for leaf clearing in the gullies up towards Watchett Hill.

Jon Pike agreed to complete the online Highways Survey.

115. OTHER MATTERS AT THE DISCRETION OF THE CHAIRMAN:

- i. Seats and Assets review – to be carried out at the next meeting.

116. DATE OF NEXT MEETING: Tuesday 11th April 2017

There being no further business, the Chairman thanked members for their attendance and closed the meeting at 8.20pm

Signed Dated

Chairman