

KENTISBEARE PARISH COUNCIL

Minutes of a meeting of the Parish Council held on June 13th 2017 in Kentisbeare Village Hall at 7.30pm.

Present: Cllrs. J Wadsworth (Chair), Mrs Q Broom, R Shore-Quinain, Mrs D Jackson-Wootton, Mrs T Dominy, Mrs S Woofenden, Mrs E Ellicott, Mrs W Reed, M Disney, District Cllr. Mrs R Berry, County Cllr. Mr J Berry and the Clerk.

Public Question Time: None.

70/06/17. Apologies: Cllr. A Southall.

71/06/17. Declarations of interest. Cllr. Shore Quinain (DPI as spouse) payment to the Clerk and review of Clerk's salary. The following councillors expressed a DPI with reference to personal payments: Cllr. Mrs Ellicott cheque no. 001451, Cllr. Mrs Broom cheque no. 001450, Cllr. Disney cheque no. 1449. Cllr. Disney (DPI re: quotation from MD Fabrication, which a family business) minute 77/06/17 (e).

72/06/17. The minutes of the Parish Council meeting held on 09/05/2017 were approved and duly signed by the Chairman.

73/06/17. Planning and Planning Correspondence.

a) Applications considered by the Parish Council:

[-17/00669/OUT](#) Outline for the erection of a poultry manager's dwelling. Land at NGR 306382 109466 Jarmins Cross, Kentisbeare. Any dwelling should be of a modest size, sympathetically planned and set back from the roadside to reduce the visual impact in this rural location.

[-17/00813/FULL](#) Change of use of land from agricultural to equine; erection of a stable and construction of new access. Land at NGR 305600 107766 (Culm View) Kentisbeare. No objections.

b) Results of applications from Mid Devon District Council.

[-17/00575/PNCOU](#) Land & Buildings at NGR 306735 107685 (1-4 Warren Units). Prior Notification for the change of use of office (Class B1) to 2 dwellings (Class C3) under Class O: Refusal of prior approval.

For information only: (i) Notification of Agricultural/Forestry Development Acceptance - [17/00778/PNAG](#). Prior Notification for the erection of an agricultural storage building. Land at NGR 305412 107534 Dead Lane Cross, Kentisbeare.

(ii) The following application has been withdrawn [-17/00488/FULL](#) Erection of a single storey dwelling, Land at NGR 308863 109406 Blackborough House. (iii) [17/00542/FULL](#). Brick House, Silver Park, Kentisbeare. Erection of 2 dwellings – notification of MDDC Planning Committee agenda item on 14/06/17.

c) Report on recent meetings hosted by MDDC. Cllrs. Wadsworth gave a brief report on a Garden Village briefing by Lord Matthew Taylor. Cllr. Mrs Broom gave a brief report on a meeting with Cullompton Town Council, where the Head of Planning and Regeneration at MDDC gave information in respect of development to the North West, and East of Cullompton.

d) Garden Village Governance Structure: Draft proposals. Details have been received from MDDC on how the governance arrangements for the Garden Village could operate. This includes various boards and groups. A response will be submitted indicating concerns regarding the time and commitment expected from Kentisbeare Parish Council. The district council will be asked how they propose to accommodate Kentisbeare, and consideration should be given for meetings to be held during an evening. Enquiries will be made to see if the Neighbourhood Plan presentation by Devon Communities Together, presently arranged for September, can be brought forward. It was resolved that a separate group may need to be formed, to take both delivery of the Garden Village and Neighbourhood Plan (if agreed) forward. Cllr. Mrs Dominy confirmed that she would be willing to assist with this.

e) Tiverton Eastern Urban Extension. Notification of a public consultation regarding a large urban extension to Tiverton. *No comments submitted.*

74/06/17. Any other planning matters. Possible re-arrangement of the Neighbourhood Plan Presentation (as above).

75/06/17. Highways.

- a) To report on work carried out and to receive reports on repairs that are needed: Patching work has been completed near to the post office drain; further works are required. A number of signs require attention. Yerris Road and the road from Goodiford to Bishops Farm are still of a concern; both have been reported on a number of occasions.
- b) Parking problems in the village square: The possibility of a disabled car parking space outside of the shop will be explored.
- c) Any other highway matters: None.

76/07/17. Reports.

- a) The Clerk. It was agreed for the Clerk to attend the following: General Data Protection Regulation (GDPR) Honiton on 04/07/17. MDDC: Website and IT System Security Training on 05/07/17. Notification of the BHPN Meeting on 29-06-17. The village Post Office is investigating the possibility of adopting the BT phone box. St. Mary's has confirmed that it will be some time before space is needed for more churchyard plots. The recently appointed Monitoring Officer at MDDC has sent contact details, and has confirmed that there will training on the Code of Conduct later in the year.
- b) The Chairman: Nothing to report.
- c) DCC Cllr. J Berry: Details of problems in relation to Highways should be sent to the NHO who is to carry out a review of the area shortly. The Locality Budget stands at £10,000 this year. Bradninch continues to host a memory café. Details were given of the proposed closure of beds at Honiton Hospital.
- d) MDDC Cllr. Mrs R Berry: An electronic report will follow. Details were given of the Tap fund for 2017/18. Exe Valley Leisure Centre has been updated, and an extension is being built. Electric Lights takes place in Tiverton Market on the first Saturday of each month.
- e) Playing Field. (i) The annual inspection has been carried out. (ii) The Clerk has managed to acquire a small roundabout offered to Parishes through DCT. Cllr. Disney has collected the roundabout which requires some attention. (iii) An email has been circulated to all Clerks in the district from a neighbouring Parish regarding an MDDC 10 year plan to de-fence children's play parks. The Parish Council will respond indicating that they are not in favour of this. (iv) Due to works at the field along Rectory Road, the mini-falcons have been given permission to use the Parish playing field.
- f) Police: None.
- g) The Parish Paths and Silver Wood. (i) The Annual Clifford Pike Memorial Walk was well attended on 04/06/17; thanks to Sainthill Baptist Church for the loan of the mini bus. A series of summer walks will start on 24/07/17. (ii) Following a request from The Woodland Trust, the stile at the end of Silver Wood will be removed. (iii) Following a review on site, the Clerk and Cllr. Mrs Ellicott will meet with Highways and the landowner to discuss options regarding the possibility of a permissive path to the playing field.
- h) Kentisbeare Village Hall: None.
- i) Any other reports: None.

77/06/17. Finance.

- a) The bank balance was reported as at 31/05/17, which includes a credit of £1400 from MDDC in respect of the Tap Fund 2016/17 Phase 2.
- b) Payments were approved (cheques 1441 to 1451) totalling £1530.53.
 - Chq 001441 Kentisbeare Village Hall, room hire. *(note that this cheque was incorrectly listed on the agenda as 1428)*
 - Chq 001442 Mrs M Shore-Quinain, Clerk's salary and expenses. *See declarations.*
 - Chq 001443 Broadhembury Community Centre CIO. Hire of hall following The Annual Clifford Pike Memorial Walk (P3 funds).
 - Chq 001444 SMA Services Ltd. Payroll provider.
 - Chq 001445 Kentisbeare Village Hall. Room hire-S137.
 - Chq 001446 Mrs M L Thorne. Website and newsletter.
 - Chq 001447 Devon Communities Together. Annual subscription.
 - Chq 001448 The Keepers Cottage. Catering for Annual Parish Meeting and Reception.
 - Chq 001449 Mr Martin Disney. Reimbursement for scones supplied by The Old Well for The Annual Clifford Pike Memorial Walk (P3 funds). *See declarations.*

Finance (continued)

-Chq 001450 Mrs Q Broom. Reimbursement for cakes supplied for The Annual Clifford Pike Memorial Walk (P3 funds). *See declarations.*

-Chq001451 Mrs E Ellicott. Reimbursement for refreshments supplied for The Annual Clifford Pike Walk (P3 funds). *See declarations.*

c) Following details given at the last meeting (65/05/17 b), it was agreed for a payment to be made to Cormac Solutions Ltd for £120 (cheque no: 1452) for a volunteer in the Parish for the cost of training and a qualification for Traffic Management for community events.

d) The Nest Pension Scheme deduction for May 2017 was confirmed.

e) A quotation for £125 from MD Fabrication was agreed to supply a shaft for the roundabout. *See declarations.* A second quotation was agreed from Industrial Coating Supplies for £150 to grit blast and powder coat the roundabout.

f) Review of effectiveness of system of internal control: Resolved that the arrangements in place are satisfactory.

g) Section 1 - The Annual Governance Statement 2016/17 was approved.

h) Section 2 - The Accounting Statements for 2016/17 were approved. This was following a report from the Clerk in a minor error in the coding of one item for £42.60; an updated summary will be given to all. Cllr. J Wadsworth approved the end of year bank reconciliation.

i) It was resolved to go into Part 2 for a review of Clerk's salary and expenses. *See declarations.*

J) Any other financial matters to be noted: (i) Thank you letters have been received from Saintill Baptist Church and Blackborough Village Hall, following receipt of the recent grants from the Parish Council. (ii) An invoice has been received from Cosmic for annual support for the coming year. Councillors agreed this; the invoice will be on the next agenda for payment.

78/06/17. Correspondence. Thank you letters (as above).

79/06/17. MDDC: (i) Waste and Recycling Collections. To make services more efficient, MDDC is rescheduling some of its refuse collection rounds. A number of properties in the Parish are affected. All have now been notified. (ii) Dog and litter bins: MDDC has confirmed that the policy in respect of this has recently been updated and is due to be approved by the full council. Any requests will be directed to Parish Councils. Councillors resolved that they would not support the provision of dog bins outside of the village. (iii) Cllr. Disney will lead a litter pick shortly.

80/06/17. Items for information and future agenda items.

81/06/17. Dates of future meetings of the Parish Council. 04/07/17. 01/08/17.