

KENTISBEARE PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held on 9th May 2017 in Kentisbeare Village Hall at 7.30pm.

Public Question Time: None.

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

57/05/17. Election of Officers: **a. Chairman.** Cllr. Wadsworth was proposed by Cllr. Disney and seconded by Cllr. Mrs Ellicott. Councillors were unanimous in their decision to elect Cllr. Wadsworth as Chairman. Cllr. Wadsworth accepted the Office and signed a Declaration of Acceptance of Office Form. **b. Vice-Chairman.** Cllr. Mrs Broom was proposed by Cllr. Shore-Quinain. and seconded by Cllr. Disney. Councillors were unanimous in their decision to elect Cllr. Mrs Broom as Vice-Chairman.

58/05/17. Apologies: District Cllr. Mrs R Berry.

59/05/17. Declarations of interest: Cllr. Shore-Quinain (DPI as spouse) payment to the Clerk. Cllr Wadsworth (DPI as payee) cheque no. 001439. Cllr. Mrs Jackson-Wootton (personal as known to the applicant) planning application 17/00542/FULL and Cllr. Mrs Reed (personal as known to the applicant) planning application 17/00488/FULL.

60/05/17. Appointment of Representatives to Advisory Groups.

a) Planning: It was resolved to appoint the full council. The order of contact to be as follows: Cllrs. R Shore-Quinain (Chair), Southall, Wadsworth and Disney followed by Cllr. Mrs Reed if necessary.

Cllr. Mrs Broom extended thanks to Cllr. Southall for his input as chair of the advisory group over the past two years.

b) Finance: It was resolved to appoint the full council. Signatories on the Lloyds TSB account to remain as Cllrs. Disney, Wadsworth, Southall, Mrs Dominy, Mrs Woofenden, Mrs Jackson-Wootton, Mrs Ellicott, Mrs Reed and the Clerk. The Clerk to be the Responsible Finance Officer. Cllr. Mrs Broom to ensure that there is a sound system of internal control, including the preparation of the accounting statements, prior to the approval of the annual governance statement and accounting statements by the full council at the end of each financial year. Cllr. Mrs Broom to remain as a non-signatory to the account due to the continuation of her review of the accounts.

c) The Parish Paths and Silver Wood: It was resolved to appoint Cllrs. Mrs Ellicott (P3 co-ordinator), Disney, Shore-Quinain, Mrs Dominy, Mrs Reed and Mrs Woofenden.

d) Playing field: It was resolved to appoint Cllrs. Shore-Quinain, Mrs Ellicott, Mrs Jackson-Wootton, and The Clerk. Cllr. Mrs Jackson-Wootton to perform weekly checks.

e) Highways: It was resolved to appoint Cllrs. Disney and Shore-Quinain.

f) Website: It was resolved to appoint Cllrs. Wadsworth, Mrs Dominy, Mrs Broom and The Clerk. Mrs Maria Thorne as website manager will be present at meetings unless otherwise agreed.

g) History: It was agreed for this to be a separate group than that of the website. It was resolved to appoint Cllrs. Wadsworth, Mrs Broom and the Clerk on behalf of the Parish Council and for Mrs Maria Thorne and Mrs Lorna Downing of Kentisbeare Parish to assist.

h) Personnel: It was resolved to appoint Cllrs. Wadsworth (Chair), Mrs Broom, Disney and Mrs Jackson-Wootton.

i) Consultation: It was resolved to appoint Cllrs. Mrs Jackson-Wootton (Chair), Southall, Mrs Dominy and Mrs Ellicott. Any other councillors may request to be included at any time, or with reference to any matter.

61/05/17. Appointment of Representatives to:

a) Kentisbeare Village Hall Committee: Cllr. Mrs Broom.

b) Blackdown Hills Rural Partnership & Parishes Network: The Clerk, Cllrs. Mrs Ellicott and Mrs Reed.

62/05/17. The Minutes of the Parish Council meeting held on 04/04/17 and the minutes of the Annual Parish Meeting of 25/04/17 were confirmed as a true record of the meetings and were duly signed by the Chairman.

63/05/17. Planning.

a) Applications considered by the Parish Council:

[-17/00488/FULL](#) Erection of a single storey dwelling, Land at NGR 308863 109406 Blackborough House. Following a site visit and noting the response submitted by the BHAONB Partnership, the Parish Council is in support of the comments of the BHAONB Partnership, particularly that “the style and design of the dwelling is not typical of the area, thus not conserving or enhancing local character”. See declarations. *Cllr. Mrs Reed left the room whilst this item was discussed.*

[-17/00542/FULL](#) Brick House, Silver Park. Erection of 2 dwellings. It was resolved that the comments submitted regarding a similar application on the same site in both 2015 and 2016 would be re-iterated. See declarations.

[-17/00436/FULL](#) Formation of access and provision of hard standing for the parking of vehicles. West View, Blackborough. No objections.

[-17/00671/HOUSE](#) and [17/00672/LBC](#) Permission and Listed Building Consent for replacement of existing central heating and hot water system with external oil fired boiler and oil storage tank. 2 Kentismoor Cottages. No objections.

b) Results of applications from Mid Devon District Council.

[-17/00166/FULL](#) Internal and external alterations to facilitate the change of use under Class R (planning ref: 16/00418/PNPD) Land at NGR 309470 109287 (Black Barn) Blackborough. Permitted with conditions to discharge.

[-17/00427/HOUSE](#) | Erection of two-storey extension and detached garage. Daleside, Kentisbeare. Approved.

[-17/00288/MFUL](#) Erection of replacement storage and livestock sheds (1,626 sq. m). Land & Buildings at NGR 305474 109752 (Home Farm) Bradfield. Permitted with conditions to discharge.

The following is for information only: [-16/00853/HOUSE/NMA](#) Beechfield, Horn Road. Erection of cloakroom/utility following removal of existing porch/wc. Non Material Amendment to allow the extension of the external length of the wall from 4.602m to 4.714m. [-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.

c) Any other planning matters. (i) Neighbourhood Planning: The date for a deadline for a grant will be confirmed, following which a date for an informal meeting will be arranged with Devon Communities Together to take advice on a possible Neighbourhood Plan. (ii) It was noted that details of the proposed relief road for Cullompton are now available on-line. Cllr. Southall reported that the proposal that has been put forward is completely within the functional floodplain, and it is not clear whether any compensatory floodplain makes up part of the proposal sent to the independent examiner

64/05/17. Highways:

a) To report on work carried out to receive reports on repairs that are needed: The surface of the road is poor in the Allhallows area and Nibby's Cross.

b) To discuss the possibility of a virtual pavement from Kentisbeare Playing Field to the village: The Clerk reported that the NHO has confirmed that DCC safety Audit no longer allow virtual footways as there is no restriction to stop vehicles going onto the virtual path. The option of a permissive path was discussed and Cllr. Mrs Ellicott will speak to a nearby landowner.

c) Any other highway matters: None.

65/05/17. Reports:

a) The Clerk: (i) Thanks to Cllr. Wadsworth for accepting the Office of Chairman. (ii) All agreed to invite the Chairman of MDDC to a meeting. (iii) The next issue of the e-newsletter will contain a link to interviews of parishioners that have taken place in relation to the History Project; the link will direct people to a “You Tube” channel. (iv) All agreed for a notice go out for the removal of posters that have been displayed in the Parish, once events have taken place.

b) The Chairman: (i) Cllr. Berry was congratulated as Devon County Councillor following the recent elections. (ii) The Parish Council is grateful to two members of the public that recently removed some rubbish that had been dumped at one end of Miry Lane. (iii) Communication has been received on behalf of the Christmas Eve Committee regarding funding for Chapter 8 training. Councillors were in favour of this as there will be various things with which a Chapter 8 qualified person can help, the first point being to help with the road closure on Christmas Eve; the matter will be placed on to the next agenda.

c) DCC Councillor: Nothing to report.

d) MDDC Cllr Mrs R Berry: Nothing to report.

e) Playing Field: A parishioner has sent an email of support for a possible BMX track/skate ramp. The Playing Field Advisory Group will meet shortly to discuss options for improving the playing field.

f) Police: A monthly report was read out; 29/04/17 suspicious activity around properties in Stoford Water, 01/05/17 Burglary at Blackborough, 21/04/17 common assault Kentisbeare.

- g)** The Parish Paths and Silver Wood: (i) Refreshments will be organised for The Annual Clifford Pike Memorial Walk on 04/06/17, which is from Blackborough to Broadhembury. (ii) Replacement of Parish stiles with gates: Following communication from a parishioner, DCC has confirmed that stiles are not normally replaced until they have reached the end of their useful life, and a request is then made to the landowner. The cost to replace stile with a gate ranges from £250-£350. Following a request from The Woodland Trust, the Clerk will make further enquiries with DCC regarding the removal of a stile between Silver Wood and the permissive path near to Footpath 2. (iii) Following the report at the Annual Parish Meeting there have been a couple of suggestions about the re-naming of Rhododendron Wood.
- h)** Kentisbeare Village Hall: The committee is very grateful for the grant. Thanks go to those that attended the recent coffee morning to view the new windows and doors.
- i)** Feedback following the Annual Parish Meeting and Reception has been positive. The evening proved enjoyable and informative, and thanks have been extended to the Parish Council for organising.
- j)** BHPN: The date of the AGM was noted as 29/06/17. The Network has produced a leaflet for all councillors of subscribing Parishes, explaining the key points relevant for planning decisions in the area.
- k)** Any other reports. (i) Cllr. Southall gave some details about a new £1 million flood competition to protect more communities and queried whether or not the Parish Council should apply. Cllr. Berry to investigate. (ii) Meeting with DAAT: Cllr. Mrs Dominy gave details on a recent meeting where it was confirmed that the playing field could be used. Cllr. Mrs Ellicott will speak with a nearby landowner about an alternative site as put forward by Cllr. Mrs Dominy.

66/05/17. Finance.

- a)** The bank balance as at 30/04/17 was confirmed. Credits received: £11971.08 MDDC re: precept first instalment (less DALC subscription – 06/04/17 and £40 for advertising on the Parish website-28/04/17.
- b)** Payments totalling £3013.93 were approved:
- Chq 001433 Mrs M Shore-Quinain, Clerk's salary and expenses. See declarations.
 - Chq 001434 SMA Services. Payroll provider.
 - Chq 001435 Project Cosmic. Domain name renewal.
 - Chq 001436 Blackborough Village Hall. Grant.
 - Chq 001437 Sainthill Baptist Church. Grant.
 - Chq 001438 Mrs M L Thorne. Website, newsletter March and April.
 - Chq 001439 Jonathan Wadsworth. Refreshments for Parish reception. See declarations.
- c)** -Chq 001440 Community First Trading. Zurich Municipal Policy Renewal 01/06/2017. As per previous resolutions, the playing field equipment is excluded from "All Risks" as the equipment is of a very high standard and the safety surfaces well established.
- d)** The Nest Pension Scheme deduction for April 2017 was confirmed.
- e)** S106 funds: The Clerk reported on misunderstanding following communication reported at minute 46/04/17 (h) (ii); and that due to this there is no need to follow up on the matter.
- f)** Audit 2017/18: The end of year accounts were verified by Cllr. Mrs Broom prior to the internal audit.
- g)** Following a request from a parishioner about an additional dog bin outside of the village, councillors confirmed that this is not a high traffic area and would incur extra costs and disposals. Councillors were unsure if bins were sited in rural areas (outside of 30pmh limit). The Clerk will contact MDDC for further clarification and direct the parishioner to the district council.
- h)** Parish Council grants: It was confirmed that an application can be made for any grant for which a Parish Council is eligible to apply.
- i)** Contract for maintenance of the playing field 2017-18. Due to satisfactory performance over the last year, it was agreed to accept the quotation from K J T Group Ltd for £1056.
- j)** Any other financial matters to be noted. None.

67/06/17. Correspondence. Clerks and Councils Direct. BBNF Wildlife Day publicity.

68/06/17. Items for information and future agenda items. Informal meeting regarding Neighbourhood Planning.

69/06/17. Dates of future meetings of the Parish Council. 13/06/17.

The meeting finished at 9.50pm.