

KENTISBEARE PARISH COUNCIL

Minutes of a meeting of the Parish Council held on 9th October 2018 in Kentisbeare Village Hall at 7.30pm.

Present: Cllrs. Mrs Q Broom (Chair), R Shore-Quinain (present from 146/10/18) , Mrs W Reed, N Allan, Mrs T Dominy, Mrs D Jackson-Wootton, M Disney, Mrs E Ellicott and the Clerk.

141/10/18. Apologies: Cllr. A Southall, District Cllr. Mrs R Berry & County Cllr. Mr J Berry.

142/10/18. Declarations of Interest: Cllr. R Shore-Quinain (DPI as spouse) payment to the Clerk. Cllr. Mrs Jackson-Wootton (personal) item 150/10/18 (b) living within close proximity of the site.

143/10/18. Approval of minutes: the minutes of the Parish Council meeting held on 11/09/2018 were approved and duly signed by the Chairman.

144/10/18. Matters Arising: Cllr. Allan requested that a summary of a copy of the letter sent to the district council regarding the principal concerns of the Parish Council in respect of the Garden Village proposal, be publicised in the Parish magazine.

It was resolved to take Highways before Planning.

145/10/18. Highways.

- a)** To report on work carried out and to receive reports on repairs that are needed: The directional post at Aller Cross has been knocked down. Details of abandoned road work signs will be given to Highways.
- b)** Following an enquiry for warning signs for motorists regarding horses coming out on to the highway at bridleway 37, details have been received regarding the criteria; traffic volumes should exceed 300 vehicles per day and the number of accompanied horses or ponies crossing should be a minimum of five a day.
- c)** Any other matters: A note to remind landowners that it is their responsibility to maintain their hedges along the roadside will be put into the Parish magazine. *Cllr. R Shore-Quinain joined the meeting.*

146/10/18. Planning & Planning Correspondence.

a) Applications considered by the Parish Council:

-18/01397/FULL Erection of 2 horticultural polytunnels. Land at NGR 305679 108203, Applebee Farm Kentisbeare. No objections.

-18/01404/FULL Formation of access for agricultural use. Land at NGR 305571 108179 Dead Lane, Kentisbeare. No objections.

-18/01380/HOUSE Erection of two storey rear extension. 1 Bishops Rise, Kentisbeare. No objections.

-18/01420/ARM Reserved Matters for the erection of a Poultry Manager's dwelling following outline application 17/00669/OUT. Land at NGR 306382 109466, Jarmine Cross, Kentisbeare. No objections.

b) Results of applications from Mid Devon District Council and information:

-18/01334/NMA Non-Material Amendment for 18/00794/HOUSE to allow re-positioning of door and windows. Gleneagles, Fore Street, Kentisbeare. Permission granted.

c) Consultation on Cullompton Relief Road: Approximately 60 people attended the drop-in session held in Kentisbeare Village Hall together with four Parish Councillors and the Clerk. The deadline for response is 25/10/18.

d) Garden Village Proposal. (i) Report on Delivery Board Meeting of 27/09/18: Cllr. Mrs Broom reported that there will be an opportunity for councillors to attend an informal meeting with Cullompton Town Council and the district council shortly, and that a public consultation is expected early in the New Year with a drop in session to be held in Kentisbeare. (ii) Any other matters: None.

e) Any other planning matters: (i) The following application was noted under Prior Notification for Change of Use: **18/00937/PNCOU** - Prior Notification for the change of use of an agricultural building to 5 dwellings under Class Q. Land and Buildings at NGR 305888 108360 (Goodiford Mill) Kentisbeare (*it was noted that comments are not invited on PNCOU applications*). (ii) Cllr. Allan will attend the CPRE Devon Launch Seminar on Devon's Real Housing Needs on 12/10/18.

147/10/18. Reports.

a) The Clerk: The overhead projector and associated equipment has been installed, and training will be given to the Clerk and Chairman shortly. Details received of an organised cycle ride on 20/10/18 will be displayed. The Clerk gave a brief report of the Annual Clerks meeting held at MDDC recently.

b) The Chairman: None.

- c) DCC Cllr. J Berry: None.
- d) MDDC Cllr. Mrs R Berry: None.
- e) MDDC Dog and Litter Bin Policy: Last year MDDC approved its Dog and Litter Bin Policy. All requests for new bins must be received in writing from either Town or Parish Councils. The request must demonstrate why there is the need for a bin.
- f) Playing Field: The annual inspection will take place shortly.
- g) The Parish Paths and Silver Wood: The Clerk has reported a hole which has appeared in Silver Wood which The Woodland Trust will be dealing with shortly. The possibility of a gate to replace the stile at the end of Silver Wood was discussed. Cllr. Mrs Ellicott and the Clerk will meet with the contractor on site shortly to look at various issues. Some hard core is to be put at the bottom of the stile at footpath 2.
- h) Any other reports: None.

148/10/18. Finance.

- a) The bank balance was reported as at the last statement.
- b) Payments were resolved totalling £6114.51.
 - Chq 1567 M Shore-Quinain, Clerk's salary and expenses. *See declarations.*
 - Chq 1568 M L Thorne. Website and e-newsletter.
 - Chq 1569 SMA Services Ltd. Payroll provider.
 - Chq 1570 KJT Group Ltd. Grass maintenance contract.
 - Chq 1571 Blackborough Village Hall. Grant.
 - Chq 1572 PKF Littlejohn LLP. External Audit Fee
 - Chq 1573 API Communications Ltd. Installation of projector and associated equipment.
 - Chq 1574 HMRC. Quarterly PAYE.
 - Chq 1575 Doug Richmond Computer Services. IT Work (*the Clerk reported that necessary work to the Parish laptop was required at short notice recently*).
- c) The payment to Nest for September was reported.
- d) Utility Warehouse payment – reported as £38.05 taken on 28/09/18.
- e) External Audit Report and Notice of Conclusion of Audit 2018/19: Notification of conclusion of audit received, the relevant documents have been displayed as required.
- f) Kentisbeare Parish Website: Review of charges for advertisers for 2018/19 – it was agreed for no increase.
- g) Any other financial matters to be noted: (i) Cllr. Mrs Broom will verify the second quarter and a copy will be made available to all. (ii) The Clerk confirmed that the projector and associated equipment as installed in the committee room of Kentisbeare Village Hall is covered under the village hall contents insurance. The insurance will be updated to cover the laptop and Ipad away from home.

149/10/18. GDPR: The Clerk and Chairman will attend training with the Data Protection Officer on 16/10/18 as previously reported.

150/10/18. Kentisbeare Parish Playing Field.

- a) Update on landing site and services on site: A decision on planning permission is due shortly. The Clerk and Chairman have been liaising with WPD and DAAT. The Clerk reported that WPD has been asked a few times to update the quotation correctly to reflect the name of the Parish Council and not the Clerk. It was noted that WPD has informed the Clerk that this necessary amendment will affect the price. A representative from MAT Electrics is liaising with WPD.
- b) Improvements to the play park: A report was given on a recent site meeting where five Parish Councillors and the Clerk were present to meet with a representative from Devon Communities Together. It was agreed for enquiries to be made regarding the ongoing costs in respect of maintenance of a possible cycle track, together with enquiries regarding access to the area and the weekly checks. It was further agreed for a drop-in session to be arranged for the youth to look at plans and meet with the contractor that has designed some plans (minute ref: 127/09/18 b). Details were given by Cllr. Mrs Jackson-Wotton of some options for all inclusive play equipment. Cllr. Mrs Jackson-Wotton suggested this type of equipment be considered at some point. DCT advised that there were different options available for applying for funding for each project. *See declarations.*
- c) Any other matters: Enquiries will be made with a neighbouring Parish regarding the ongoing cost of electricity with reference to the landing site.

151/10/18. Correspondence: Notification of RD&E Reputation and Engagement Survey 2018.

152/10/18. Items for information and future agenda items: Report on BHAONB Catchment Communities Conference: Cllr. Southall. Report on inclusive play equipment: Cllr. Mrs Jackson-Wotton.

153/10/18. Dates of future meetings: Tuesday 06/11/18. *The meeting finished at 21.40 hours.*