

KENTISBEARE PARISH COUNCIL

Minutes of a meeting of the Parish Council held on 25th April 2019 in Kentisbeare Village Hall at 7.30pm.

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

Public Question Time: None.

49/04/19. Apologies: Cllrs. R Shore-Quinain and Mrs S Woofenden.

50/04/19. Declarations of Interest: Cllrs. Mrs Broom and M Disney personal (as committee members) minute ref: 56/04/19 (e).

51/04/19. Approval of minutes – the minutes of the Parish Council meeting held on 05/03/2019 and the Annual Parish Meeting held on 15/03/19 were approved and duly signed by the Chairman.

52/04/19. Matters Arising: It was noted that white lines have been painted outside of The Wyndham Arms to indicate car parking spaces.

53/04/19. Planning & Planning Correspondence.

a) Applications considered by the Parish Council:

-19/00275/FULL Variation of condition 2 of planning permission 18/01701/FULL to allow substitution of plans. Littlebrook, Kentisbeare. No objections.

- 19/00325/HOUSE Erection of a rear extension following demolition of existing. Walnut Cottage, 2 Silver Street, Kentisbeare. *Note: due to the April meeting being postponed, an extension on the time for response was granted from MDDC - however notification had just been received that permission has been granted, therefore, no comment was submitted.*

-19/00474/LBC Listed Building Consent for replacement tiles on the Eastern end of roof. The Old Forge, Fore Street, Kentisbeare. EX15 2AA. No objections.

-19/00635/CAT Notification of intention to remove 1 Hazel and May tree within the Conservation Area. 9 Silver Street Kentisbeare. EX15 2BH. No objections.

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

-19/00430/CAT Notification of intention to reduce the crown of 1 Beech tree by 1.5m and 1 Maple tree by 2m within the Conservation Area. Bridge House, Fore Street, Kentisbeare. No objection.

-19/00094/CLP Certificate of Lawfulness for the proposed erection of temporary de-mountable flood defences which do not exceed 1m in height. Bridge House, Fore Street, Kentisbeare.

-19/00107/FULL Change of use of agricultural land for the installation of 28 ground mounted photovoltaic panels. Land at NGR 306675 108286 (North of Lower Pound), Silver Street, Kentisbeare. Approved.

-18/02076/HOUSE Erection of garage and single storey side extension including raising of roof and installation of dormer window on front elevation. The Paddock, Blackborough. Permission granted.

-19/00144/FULL Erection of an agricultural storage building. Land at NGR 305921 107636, Yerrishayes, Kentisbeare. Approved.

The following is for information only: **Notification of Appeal** - Formation of new vehicular access and driveway. Land at NGR 305858 107710 (Yerrishayes), Kentisbeare. Application No: 18/01682/FULL. Appeal Ref No.

APP/Y1138/W/19/3221902. -19/00484/NMA Non-material amendment for 17/00542/FULL to allow overall reduction in footprint of South House. Brick House, Silver Park, Kentisbeare. Permission refused.

c) Culm Garden Village Proposal. (i) Cllr. Mrs Broom gave a report on the Delivery Board Meeting of 29/03/19 – 292 attended the recent consultations; 129 attended in Kentisbeare, plus 80 in Kentisbeare on the “snow” day, and 163 in total attended in Cullompton. Responses to the consultation totalled 423. 314 were in respect of the Vision and Concept Document and 109 were in respect of the Masterplan. MDDC will be publishing a report soon. DCC is looking to provide a recycling centre in the Culm Valley area to serve the Tiverton and Culm Valley area. The Police and Fire Service will move out of Cullompton, nearer to the motorway. Investigations are ongoing with reference to a railway station at Cullompton. As it is proposed to site the relief road through the CCA fields, Cullompton Cricket Club will need to re-locate, probably towards Kentisbeare. (ii) Any other matters – it was agreed to write to MDDC with concerns about the possible siting of sports pitches in the Dead Lane area, and to re-iterate that Kentisbeare Parish Council has expressed a desire that a green buffer zone should consist of woodland, be situated inside the Cullompton Parish boundary. A request will be made for MDDC to work with the land agent to try and deliver these sports facilities within the Garden Village proper, and to provide Kentisbeare with the green buffer zone that has been asked for.

c) Culm Village Garden Proposal (ii) continued:

MDDC will be asked to keep the Parish Council informed if any such planning is contemplated, and a request for a representative of the Parish Council to be included in any pre-application discussions will be made.

d) Cllr. Mrs Broom gave a brief report on the CPRE Seminar of 21/03/19 - Devon's New Housing Need: A Government & Local Authority Perspective.

e) DCT - Neighbourhood Planning Course on 10/05/19: Cllr. N Allan will attend. More courses will be held later in the year.

f) Any other planning matters. (i) Notification of variation to a premises license - Altitude festival – Black borough.

(ii) Any other matters: Notification of the Mid Devon Local Plan Examination progress update circulated to all.

Notification received that the MDDC duty planning service is available by appointment only, and there is a charge of £36 per visit in respect of advice prior to submitting an application.

54/04/19. Highways.

a) To report on work carried out and any upcoming road closures, and to note any repairs that are needed: A reminder of a road closure to complete SWW Utility in Silver Street from 28/05/19 to 30/05/19. The Clerk will discuss blocked drains with the NHO.

b) Any other matters: The wooden rails need attention at Stowford Water – Clerk to investigate and report.

55/04/19. Reports.

a) The Clerk: Thanks were extended to all Parish Councillors; the Chairman and District Councillor were especially thanked for their support.

b) The Chairman: The Chairman thanked all councillors and the Clerk for their commitment over the four years. Thanks were also extended to Cllr. Mrs Berry for her commitment and support to the Parish Council which has been much appreciated.

c) DCC Cllr. J Berry: DCC has had a long running campaign for fairer funding for Devon schools. Ministers visited Devon schools in response to the concern and increase in children with special needs in schools. Some schools have reduced their age of entry from three to two. Plans for the Eastern Relief Road are being worked on, and will be submitted to MDDC ASAP. DCC has objected to the closure of many small hospitals by CCG. A sub group of the Adult, Health and Social Care Scrutiny Committee are attending some East Devon hospitals to investigate how they are run, also the Ambulance Service and A&E. Extra funding has been allocated for elderly care and children in care, now looked after up to aged 19. Walking bus schemes are encouraged by DCC due to the high volume of cars outside of schools, but the council has no authority to enforce or influence the way children get to school unless they are transported by a DCC school bus. Devon is leading the way in waste management and addressing CO2 emissions wherever possible from property and transport.

d) MDDC Cllr. Mrs R Berry: There is still no feedback from the Planning Inspector in respect of the Local Plan. Persimmon has honoured its agreement to allocate land for a Community Health Garden for College Surgery and a Community Orchard – to be delivered in Phase One. The average profit made per house by Persimmon is £70,000. Results are being analysed in respect of the Garden Village consultation; the response was disappointing, only 423 received out of a population of 10,000. It is important that there is a large turnout and response to the Phase 2 consultation, and it is important to remember that responses may be made in the form of a letter or email and not only via the questionnaire. Parish and Town Councils will be consulted regarding street names in new developments. All black bag, non-recyclable rubbish from MDDC is incinerated to produce energy. Thanks were given to the Parish Council for the last four years.

e) Kentisbeare Village Hall: Following a report on the recent maintenance at the village hall, Cllrs. Mrs Broom and M Disney left the room and a grant was agreed. (see minute 56/04/19 “e” – agenda item 8.6 was taken here).

f) Playing Field: WPD has made contact regarding commencement of works. The police are aware of an incident which took place at the park a number of weeks ago during the early hours.

g) The Parish Paths and Silver Wood. A date for The Annual Clifford Pike Memorial Walk will be discussed at the next meeting. A sign will be displayed following reports of dog fouling along bridleway 37. DCC will be informed that some of the steps are missing on the bridge at Goodiford. Cllr. Mrs Ellicott will survey the Eel Pool area and report back due the area needing some attention.

h) Report following Annual Parish Meeting & Reception 2019: The evening was well attended. Following invitees of a approximately 100 there were between 50-60 attendees. Congratulations go to all of the speakers.

i) Any other reports: None.

56/04/19. Finance.

- a) The bank balance was reported as at the last statement. The monthly payment to Nest was reported. Credits received over the month include £375 in respect of advertising on the Parish website, on 08/08/19 £2000 was received from Devon County Council in respect of the P3 grant and £7.50 re: allotment rental. The direct debit to Utility warehouse was taken on 29/03/19.
- b) Payments were resolved totalling £16,645.28:
- Chq 1624 Maria Thorne. Website and e-newsletter. (*note: cheque made out to the Clerk as re-imburement due to making a personal payment as a result of the meeting being postponed from early April*).
 - Chq 1625 HMRC. Quarterly PAYE. (*note: cheque made out to the Clerk as re-imburement due to a personal payment being made as a result of the meeting being postponed from early April*).
 - Chq 1626 M Shore-Quinain. Salary & expenses.
 - Chq 1627 Project Cosmic. Domain name renewal.
 - Chq 1628 The Keepers Cottage. Refreshments for Annual Parish Meeting & Reception.
 - Chq 1629 Kentisbeare Village Hall. Room Hire.
 - Chq 1630 SMA Services Ltd. Payroll provider.
 - Chq 1631 Western Power Distribution. Electricity connection to the playing field.
 - Chq 1632 Kentisbeare Village Stores. Refreshments for Annual Parish Meeting. (*cheque made payable to KVS 2017 Ltd.*).
 - Chq 1633 KJT Group Ltd. Grass maintenance contract.
 - Chq 1634 Devon Communities Together. Attendance at Neighbourhood Planning Training on 10/05/19.
 - Chq 1635 Cheque made payable to Kentisbeare Village Hall. Grant.
(*cheque 1635 differs from the agenda, as payment to Doug Richmond Computer Services for computer IT support deferred due to the Clerk requiring further assistance/IT support*).
- c) The invoice received from DALC for membership renewal to Devon Association of Local Councils was noted as £219.31 (*payment to be deducted by MDDC from the precept payment*).
- d) Local Council Administration - updated edition for Parish Councils: It was agreed to order at a cost of £110.99 (inc delivery).
- e) To agree on a figure for a grant for Kentisbeare Village Hall: It was agreed for a grant of £2000 to help towards the recent works. Cheque number 1635. See declarations – Cllrs. Mrs Broom and Disney left the room for this item.
- f) Report on EDF Electricity as provider for power to the Parish Playing field: EDF will be the provider and has quoted verbally - .80p daily standing charge and 18.6 pence per kw based on the tariff available for new connections. There are no exit fees, and the tariff can be changed ASAP to “small businesses” following set up.
- g) Lloyds Bank – to update the signatories on the bank mandate prior to the new term: Details were agreed for the removal of those retiring councillors. Cllr. N Allan to be a signatory if elected on 02/05/19. Mandate forms will be submitted to Lloyds Bank immediately following the results of the election.
- h) To consider setting standing order payments: The Clerk will look into setting up standing order payments for payroll and website fees.
- i) Review of effectiveness of system of internal control: Resolved that the arrangements in place are satisfactory.
- j) Unaudited Accounts 2018/19 – the accounts were approved prior to the internal audit.
- k) **Annual Governance & Accountability Return & Audit 2018/19** - The internal audit will be carried out shortly.
- (i) Section 1 - The Annual Governance Statement 2018/19 was approved and signed.
- (ii) Section 2 - The Accounting Statements for 2018/19 were considered, approved, dated and signed.
- l) KJT Group Ltd. (i) The fee for grass maintenance for April and May 2019 will be £500. (ii) It was noted that KJT has joined the Idverde VAT Group for trading purposes.
- m) The council went into Part 2 for a review of the Clerk’s salary and expenses.
- n) Any other financial matters to be noted: Churchyard grants to be discussed at a future meeting.

57/04/19. The following were reviewed: Risk Assessment Management, Statement of Internal Control, Financial Regulations and Standing Orders.

58/04/19. District and Town/Parish Council Elections: Elections will take place on 02/05/19 - there will be a contested election for Kentisbeare Parish, due to 11 candidates standing.

59/04/19. Assets of Community Value: Notices have been displayed as sent by MDDC regarding the recent application. In respect of The Wyndham Arms.

60/04/19. Correspondence. CPRE Countryside Voice – Spring edition.

61/04/19. GDPR – the following were adopted: Data Breach Procedure & Privacy Impact Procedure, Subject Access Request Form and How to Access Your Records, Data Protection Policy, Councillor Privacy Notice, Privacy Residents Notice (re APM).

62/04/19. Items for information and future agenda items: Grass contract. Insurance renewal. Churchyard grants. Works to The Eel Pool. The Annual Clifford Pike Memorial Walk.

63/04/19. Dates of future meetings. May 14th 2019 - Annual Parish Council Meeting.