

KENTISBEARE PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held on Tuesday 10th May 2022 in Kentisbeare Village Hall at 7.30pm.

Present: Cllrs. N Allan (Chair), Mrs Q Broom, Mrs E Ellicott, E Southerden, M Disney, DCC Cllr. J Berry & the Clerk. MDDC Cllr. R Evans was present as an interested member of the public.

65/05/22. Election of Officers: a) **Chairman** - Cllr. Allan was proposed by Cllr. Mrs Broom and seconded by Cllr. Disney. There being no other nominations, Cllr. Allan accepted the Office and signed a Declaration of Acceptance of Office form.

b) **Vice-Chairman** - Cllr. Mrs Broom was proposed by Cllr. Allan and seconded by Cllr. Mrs Ellicott. There being no other nominations, Cllr. Mrs Broom accepted the Office.

66/05/22. Apologies: Cllrs. J Penfold, Mrs F Ryan, N Woofenden, N Sanders & R Shore-Quinain.

67/05/22. Declarations of interest: Cllr. Allan (DPI as landowner) minute 72/05/22 (d).

68/05/22. Confirmation of representatives to the following advisory/working groups:

a) **Planning:** Following details of applications being circulated to all, Cllr. Woofenden to provide information at meetings with assistance from Cllrs. Disney, Penfold, Allan and R Shore-Quinain. The full council will endeavour to attend any site visits deemed necessary.

b) **Finance:** The full council is responsible for the finance. A sub group was agreed of Cllrs. Mrs Broom, Allan and the Clerk; any other councillor may attend if so desired. Signatories on the Lloyds bank account to be Cllrs. Disney, Mrs Ellicott, Allan, Southerden 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.

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

d) **Playing Field:** It was resolved to appoint Cllrs. Southerden, Shore-Quinain, Mrs Ellicott, Mrs Broom and the Clerk.

e) **Highways:** It was resolved to appoint Cllrs. Disney, Penfold, Sanders and Woofenden.

f) **Website:** It was resolved to appoint Cllrs. Mrs Broom and the Clerk. Unless otherwise agreed, Mrs Maria Thorne of Kentisbeare Parish will be present at meetings due to her ongoing work for the Parish Council with the website and electronic newsletter.

g) **History:** It was resolved to appoint Cllrs. Mrs Broom, Mrs Ellicott, Penfold and the Clerk on behalf of the Parish Council, and for Mrs Maria Thorne of Kentisbeare Parish to assist with help from an interested parishioner also.

h) **Personnel:** It was resolved to appoint Cllrs. Mrs Broom (Chair), Allan, Disney and Mrs Ellicott.

69/05/22: Appointment/confirmation of representatives to:

a) **Kentisbeare Village Hall Committee:** It was resolved to appoint Cllr. Mrs Broom.

b) **Blackdown Hills AONB Partnership & Parishes Network:** It was resolved to appoint Cllr. Southerden and the Clerk.

c) **Culm Garden Village Proposal. (i) Delivery Board:** As Chairman and Vice-Chairman of the Parish Council Cllrs. Allan and Mrs Broom will continue to represent the Parish Council. **(ii) Stakeholder Forum:** It was resolved to appoint Cllrs. Mrs Broom, Mrs Ellicott, Penfold and the Clerk. Cllr. Mrs Ryan to be reserve.

d) **Connecting the Culm:** Cllrs. Allan and Penfold together with A Southall from Kentisbeare Parish if available.

70/05/22. The minutes of the Parish Council meeting held on 12th April 2022 were approved and duly signed by the Chairman.

71/05/22. Matters Arising: None.

72/05/22. Planning.

a) Applications considered by the Parish Council.

-22/00732/LBC Listed Building Consent for installation of an electric car charger point. Croyle House, Kentisbeare. EX15 2AP. No objections.

b) Results of applications from Mid Devon District Council: None.

c) Culm Garden Village Proposal. (i) Report on recent meetings – Cllr. Mrs Broom reported on a recent Stakeholder meeting; a public consultation is expected later in the summer/early autumn. (ii) Any other matters: A meeting of the Delivery Board should take place in June or July.

d) Any other planning matters: Notification just received via MDDC of a new club certificate application for the following premises: Kentisbeare Cricket Club, Rectory Park, Kentisbeare, EX15 2BR. It was noted that this was not an agenda item, but that as the Parish Council had no concerns it was not necessary to carry it forward. *Cllr. Allan left the room for this item and took no part in the discussion. See declarations.*

73/05/22. Connecting The Culm - Report on recent drop-in session and online meetings: (i) The Culm project 'River Community Café' drop-in event took place in Kentisbeare recently and was well attended. The Culm Catchment Officer hopes to attend the Parish Council meeting in July. (ii) The Clerk briefly reported on an online meeting regarding "the future for water quality on the Culm". The event was recorded and is available via The Connecting the Culm Project website. As a result of the meeting a working group has been formed regarding pollution in the Culm. Contact may be made with the The Culm Himalayan Balsam Action Group (HBAG); representatives were present at the River Community Café.

74/05/22. Highways – notification of the road closure to Blackborough on 06/07 will be publicised. It is hoped that the Chairman will meet with the school shortly regarding parking in the village at school drop off times – confirmation of a date is awaited from the school. The Neighbourhood Highways Officer will be contacted regarding vehicles parking around the village triangle. Following the annual report within the Annual Parish Meeting from DCC Councillor John Berry, councillors expressed interest in 20mph speed limits.

75/05/22. Reports.

a) The Clerk: None.

b) The Chairman: None.

c) DCC Councillor: Many staff are still working from home at DCC and MDDC.

d) MDDC Councillor: None.

e) The Parish Paths and Silver Wood: The Annual Clifford Pike Memorial Walk will be placed on the next agenda.

f) Any other reports: MDDC Cllr. Evans was invited to speak and reported that as there was no sitting MP, the process was that the MP for East Devon should be contacted regarding any issues. The planned modular housing development in Cullompton has been shortlisted for four awards in the South West's Construction Excellence Awards.

76/05/22. Finance.

a) The bank balance was noted as at 30/04/22. Credits received: 04/04 Website advertising £90, 11/04 Precept (first instalment less DALC subscription) 19,823.95. Direct Debits: 01/04 Nest £68.09, 11/04 EDF £7, 29/04 Utility Warehouse £41.05.

b) Payments were approved totalling £2578.49:

-Chq 001939 Clerk - salary and expenses.

-Chq 001940 SMA Services. Payroll provider.

-Chq 001941 Website & newsletter administrator.

-Chq 001942 CGM Ltd. Grass maintenance contract.

-Chq 001943 Project Cosmic. Annual Support Contract.

-Chq 001944 Community First Trading Ltd. Parish Council Insurance renewal. Note: As in previous years, it was agreed not to insure the play equipment as the equipment is of a very high standard and the safety surfaces well established.

c) Kentisbeare Handyman - update. The Clerk is making enquiries regarding insurance.

d) Any other financial matters to be noted: None.

77/05/22. The Queen’s Platinum Jubilee: Planned celebrations will be publicised widely.

78/05/22. Kentisbeare Play Area. (i) Update with reference to the cycle track – deferred to the next meeting. (ii) Any other matters: None.

79/05/22. Correspondence: Clerks & Councils Direct.

80/05/22. Items for information, future agenda items, and dates of future meetings. Possible History Event – future agenda item. July meeting - 12/07/22.