

## KENTISBEARE PARISH COUNCIL

Minutes of a meeting of the Parish Council held on 18<sup>th</sup> April 2023 at 7pm in Kentisbeare Village Hall

**Present:** N Allan (Chairman), Mrs Q Broom, N Sanders, E Southerden, M Disney, R Shore-Quinain, Mrs E Ellicott (part of meeting) and the Clerk.

**46/04/23.** Public Question Time: None.

**47/04/23.** Apologies: Cllrs. Mrs F Ryan, N Woofenden, J Penfold & DCC Cllr. J Berry.

**48/04/23.** Declarations of Interest: Cllr. R Shore-Quinain (DPI as spouse) payment to the Clerk.

**49/04/23.** The Minutes of the Annual Parish meeting held on 14/03/23 and of the Parish Council meeting held on 15/03/23 were approved and duly signed by the Chairman.

**50/04/23.** Matters Arising: Following the internal audit, a typing error had been highlighted in the date of the minutes of July 2022 which was corrected and initialled by the Chairman.

**51/04/23. Planning & Planning Correspondence/Information:** (Cllr. Southerden arrived)

**a)** Applications considered by the Parish Council:

-23/00581/HOUSE Erection of replacement garden room. Magnolia House, Fore Street, Kentisbeare. EX15 2AD. No objections.

-23/00587/FULL Erection of an agricultural building to cover existing silage clamp. Land & Buildings at NGR 309307 108742 Ponchdown Dairy, Blackborough. No objections.

**b)** To note that the following was considered under the scheme of delegation and no objections were raised:

23/00027/FULL, Retention of restored hay barn & 23/00029/LBC, Listed Building Consent for restoration works to hay barn - Sanders Farm, Croyle, Kentisbeare. EX15 2AN.

**c)** Results of applications from Mid Devon District Council.

23/00260/HOUSE Erection of single storey extension, carport and detached double garage, detached therapy room and indoor hydro pool with plant room and changing room and demolition of existing garages/store (Revised scheme). Postwood Gardens, Kentisbeare. EX15 2BS. Approved.

**d)** Report on Danescroft presentation of 30/03/23: A designated website has been set up see: [www.culmgrove.co.uk](http://www.culmgrove.co.uk). The majority of councillors had attended the recent presentation and copy of the presentation is awaited.

**e)** Culm Garden Village: A meeting of the Delivery Board is due to take place in June after the elections.

**f)** Any other Planning Matters: None.

**52/04/23. Reports.**

**a)** The Clerk. (i) Elections 2023 – the Clerk reported (as publicised) that following the close of candidate nominations, there were fewer candidates than seats up for election in the Parish meaning there will not be a poll on 04/05/23; therefore 8 people have been elected uncontested. The Parish Council will look at co-option at a future meeting. A reminder was given about voter ID in respect of the district elections; all details have been publicised. (ii) Following communication from Airband a representative will be asked to attend a future meeting to give a presentation.

**b)** Reports from DCC & MDDC Councillors: None.

**c)** P3 Footpaths and Parish Paths. (i) Summer walks-it is anticipated that the series of summer walks will start on 24/07/23 with the first walk being the Annual Clifford Pike Memorial Walk.

**d)** The Chairman/Vice-Chairman: The Chairman thanked Cllr. Shore-Quinain for some 19 years or so service and for Cllr. Sanders for the last 4 year term; the Parish Council is sorry to see that both councillors did not stand for the new term.

**e)** Any other reports: None.

**53/04/23. Highways.**

**a)** Weight Restriction Signage near Kingsmill including quotation from DCC Highways – following an informal meeting with the NHO in the summer of 2022, Highways has agreed to change the advanced signing for the road from Stag Corner to Willand to minimise the impact of heavy vehicles travelling through the village of Kentisbeare to access Croyle and other areas in the Parish. A replacement sign will state that the weight restriction is for access to Willand. An estimate of £288.32 was agreed. **b)** Any other matters: None.

**54/04/23. Finance.** *Cllr. Mrs Ellicott arrived.*

**a)** The bank balance was noted as at 31/03/23 and direct debits taken and credits received were reported: 08/03 Nest -£75.70, EDF - £8, ICO subscription - £35, 31/03 Utility Warehouse - £41.05. Credits received: £910 over the month in respect of advertising on the Parish website, and £40 (4 payments) in respect of allotment rental.

**b)** Payments were approved totalling £4361.17:

- Chq 2046 SMA Services. Payroll provider.
- Chq 2047 Kentisbeare Village Hall. Hall hire.
- Chq 2048 T K Play Ltd. Maintenance to play area equipment.
- Chq 2049 Dutch Landscape Architects Ltd., re: cycle track project.
- Chq 2050 The Keepers Cottage Inn. Provision of refreshments for APM & Reception.
- Chq 2051 Clerk – salary and expenses (April). *See declarations.*
- Chq 2052 Website and e-newsletter (April).

**c)** The invoice from the Devon Association of Local Councils for membership was noted as £264.07.

**d)** To note that cheque numbers 2043 to 2045 totalling £1265.85 were agreed under the scheme of delegation as routine payments – cq 2043: Clerk salary & expenses, cq 2044: website & e-newsletter, cq 2045: HMRC quarterly PAYE.

**e) Annual Governance & Accountability Return (AGAR) & Audit 2022/23.**

**(i)** Income and Expenditure and bank reconciliation as at 31/03/23: The unaudited accounts for 2022/23 were circulated prior to the internal audit. Income and Expenditure for the year and bank reconciliation approved as at 31/03/22. **(ii)** Internal audit – the internal audit had been completed and was noted with no matters of concern to bring to the attention of the Council. **(iii)** The Annual Governance Statement (AGS) 2022/23 was approved. **(iv)** The Accounting Statements for 2022/23 were considered. **(v)** The Accounting Statements for 2022/23 were approved. **(vi)** The Chairman signed the AGAR as required. **(vii)** Publication of the Notice of Public Rights and unaudited AGAR will take place as required.

**f)** Any other financial matters: It was reported that £19.02 has been received in 2022/23 in respect of interest in the reserve account.

**55/04/23. Kentisbeare Play Area.**

**a)** Update on cycle track: Grant funding is being explored and a working group meeting will be arranged shortly.

**b)** Any other matters: None.

**56/04/23. Provision of allotments:** Following communication from the Uffculme Allotment Society it was agreed in principle/should it become necessary, for Kentisbeare Parish Council to cover half of the cost (half is currently £30 pa) of an allotment fee in Uffculme. This is following one enquiry and will apply should a parishioner from Kentisbeare wish to rent an allotment if one is available – this is due to there being only four allotments in Kentisbeare. The possibility of obtaining land for additional allotments in Kentisbeare Parish will be included on a future agenda.

**57/04/23. The Coronation of King Charles III - 06/05/2023:** The few celebrations taking place in the Parish were noted.

**58/04/23. Correspondence & Any Consultations.** (i) DCC: Mobile Library Consultation – DCC is proposing to stop running a mobile library service and parishioners are encouraged to respond to the consultation which has been publicised.

**59/04/23. Items for information, future agenda items, and dates of future meetings.** Next meeting – Annual Parish Council Meeting 16/05/23 at 7pm.