

NEWTON POPPLEFORD & HARPFORD PARISH COUNCIL

Minutes of the Parish Council Monthly Ordinary meeting on
Monday 14th October 2019 in Newton Poppleford Village Hall at 20.00hrs

ACTION by:

	<p>Present: Cllrs. Burhop (Chair), Dalton (Vice-Chair), Carpenter, Chapman, Jeffries, Lee, Lipczynski, Tillotson and Walker (Quorate) Cllr. Val Ranger (EDDC) 2 x Police representatives. Clerk, Paul Hayward. 8 members of the public incl. Gill Cameron Webb, NHP Steering Committee and two representatives from the Pebblebed Heath Consultation group.</p>	
	<p>Chair outlined fire regulations and highlighted emergency exists to public and members of Council.</p>	
	<p>Public Forum: a) Police Representatives. Combined police report for August and September presented. (also published online); 6 crimes vs 11 in same period > 2018. PC Lee outlined progress with nascent Community Speedwatch project and sought further volunteers. Sgt. Squires outlined potential locations for the teams and the legal basis behind those sites. Police authorities will provide all equipment and PPE and SW teams can undertake sessions whenever they wish subject to initial risk assessments. Data captured from equipment will be assessed and reviewed by officers. Chair thanked Officers for bringing this safety scheme to fruition. <i>Chair invited Neil Harris and Kim Strawbridge to present to Council and members of the public in respect of the ongoing Pebblebed Heath Public Consultation. Chair thanked both for attending.</i> Hard copies of Consultation Summary left with Clerk. b) County Councillor Report Cllr. Wright was not in attendance and had provided no report. c) District Councillor Report Written copy provided and published online. Cllr. Ranger gave a brief overview and mentioned ongoing consultations. Question from resident as to whether the Glover Review proposals for a new EDDC/Dorset National Park would incorporate the Blackdown Hills AONB. Cllr. Ranger will enquire and report back. d) P3 / Hon. Footpath Warden Mr. Swan was unable to attend and had not provided a report. e) Public Representations Questions from resident regarding Venn Ottery parish/VOSRA issues. Chair asked Chair of VOSRA to forward their Action List to Clerk for circulation and Council would consider and respond line-by-line. Further questions regarding planning conditions pertaining to flood alleviation in the ward of Venn Ottery. Cllr. Ranger offered to liaise directly. Local resident outlined plans for digital training and education sessions for the village to be held at the primary school. Councillors offered support and agreed for Council's media platforms to be used to promote and advertise the same. Clerk to liaise. Final representation was concerning use of larger screens for display of projected images, plans etc. Chair noted comments. With no further representations, Chair closed the Public Forum.</p>	

19/149	<p>Apologies for absence: Cllr. Bilenkyj (conflicting engagement) Noted and approved. Also, Hon. Footpath Warden, Mr. Ted Swan.</p>	
19/150	<p>Declarations of Interest made / Dispensation Requests: All members present are, by definition, members of the NPPFF Trustee Board and declare a personal interest in that capacity. Cllr. Tillotson was afforded a dispensation * to discuss and vote upon matters pertaining to parish allotments at the Ordinary meeting held 22/7/19. This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of her personal and disclosable pecuniary interests as Allotment Manager. * <i>Localism Act 2011 (s.33)</i></p>	
19/151	<p>To consider and, if thought fit, approve minutes of previous Ordinary meeting held Monday 19th August 2019: Chair proposed approval of the Minutes of the Ordinary meeting held on 19th August 2019. Seconded Cllr. Lipczynski. Resolved unanimously and therefore approved. Chair signed the minutes as a true record of that meeting</p> <p><i>Matters arising from these minutes:</i> Bird Boxes on Council's land Red Bridge progress and liaison with MP for East Devon. Pending Cemetery Wall Repair. Grants to be considered (deadline for receipt 31/10)</p>	
19/152	<p>To consider and review minutes of previous Finance Committee meeting held Monday 15th August 2019: Noted and reviewed.</p> <p><i>Matters arising from these minutes:</i> s.106 reimbursement update Cavanna Homes Community Benefit Fund offer was withdrawn</p>	
19/153	<p>Chair's Announcements / Matters of Urgency: It was noted that a vacancy has arisen on the Planning Committee as Cllr. Carpenter has stepped down due to time conflicts.</p>	
19/154	<p>To consider Neighbourhood Plan Draft Document: The NHP Steering Committee gave a short presentation to members. EDDC have made some minor changes to the initial draft document to which the overwhelming consensus was to approve. It was proposed by Chair, seconded by Cllr. Tillotson, that Council agrees that the next stage of consultation proceeds as per timetable. Resolved 8/0/1 (LD abstained citing personal interest). Consultation period scheduled to run from 1st November to 14th December (6 weeks). It was further proposed by Chair, seconded by Cllr. Jeffries, that Council approve expenditure of upto £300 (payment of same to be delegated to Clerk in liaison with Steering Committee) to cover initial costs of printing, advertising, hall bookings and other sundry charges. Resolved 8/0/1 (LD abstained citing personal interest). Chair thanked Steering Committee for their time, energy and dedication to bringing the draft plan document to fruition.</p>	

19/155	<p>Planning</p> <p>a) Applications received for consideration; i) 19/1999/FUL – Barn to South of Grange Farm, NP. Conversion of barn to dwelling and Change of Use from equestrian area to residential curtilage. Members of the planning committee had undertaken a site visit. After lengthy discussion and deliberation between members, it was proposed by Vice-Chair, seconded by Cllr. Lee, that Council did NOT support this application on the following grounds: <i>Over-development outside of BUAB and within AONB</i> <i>Loss of agricultural building within parish</i> <i>Concerns over access to highway on Venn Ottery Rd.</i> <i>Concerns over legality of application as no equestrian use has previously been consented to.</i> <i>Site lacks access to basic services without use of motor vehicle</i> <i>Previous planning history did not support development on this site</i> Resolved 8/1/0 (Cllr. Walker against)</p> <p>ii) To ratify decision for 19/1739/FUL – Berwood, Exmouth Rd, NP. Noted and approved. Clerk: Please submit decision to Planning Officers at EDDC.</p> <p>b) Tree (Planning) Matters; None</p> <p>c) Determinations/Decisions; As per published agenda and detailed on website.</p> <p>d) Appeal Matters; 18/2016/FUL – Garden of Highlands, Capper Close, NP. <i>Appeal lodged against planning refusal by EDDC.</i></p> <p>e) Planning Correspondence: None received to date.</p>	
19/156	<p>Financial Matters</p> <p>a) To consider and review Financial Reports for September and October 2019. Noted and reviewed.</p> <p>b) Questions from members to RFO on these reports. No questions.</p> <p>c) To consider and, if thought fit, to approve payments for September and October 2019. It was proposed by Chair, seconded by Cllr. Carpenter (September) & Cllr. Jefferies (October) that payments in the sum of £4955.89 (SEP) and £4444.25 (OCT) (as published online on the Council's website) be approved for payment but noting that three payment amounts were – as yet - unknown. Resolved unanimously. RFO: Please arrange for these payments to be processed and duly authorised.</p> <p>d) To consider expenditure under delegated authority. None</p> <p>e) To consider timetable for Parish Council Risk Assessment Review</p> <p>f) To consider timetable for budget and precept review 2020-21</p> <p>g) To agree arrangements for Interim Internal Audit review Chair proposed, seconded by Cllr. Walker, that agenda items e) to g) inclusive be deferred to the next Finance Committee meeting. Resolved unanimously.</p>	

	Business to be considered:	
19/157	<p>a) To receive update from Clerk in respect of recent Tree Survey and to consider update re: Landmark Tree offer: Clerk updated members as to recent survey with former Councillor Anita Kemp (Hon. Tree Warden) and reported that the Tree Warden for another parish had kindly offered to assist if Council were agreeable. Clerk was asked to extend invitation accordingly and to invite other interested parties to attend. Clerk also reported that the Landmark Tree offer from EDDC had been withdrawn once again for funding reasons and that it was unlikely to be re-offered until 2020 at the earliest. Noted.</p>	
	<p>b) To consider creation of Parish Tree Policy: In light of above, this matter was deferred until November's Ordinary meeting.</p>	
	<p>c) To ratify previous agreement to permit installation of bird boxes on trees sited on Parish Council land by 3rd parties: It was proposed by Chair, seconded by Cllr. Carpenter, that consent be given. Resolved unanimously. Clerk: Please convey this decision to 3rd party accordingly.</p>	
	<p>d) To consider request from Exmouth and District Community Transport group for a Parish Council representative on their Management Committee: No volunteers came forward and so it was felt best that, as dates for MC meetings become know, Councillors could volunteer on an ad-hoc basis rather than commit to a longer term role. Clerk: Please convey this decision to EDCT accordingly and await further dates for Management Committee meetings.</p>	
	<p>e) To consider arrangements for co-option for Venn Ottery ward Councillor vacancy: Clerk reported no interest to recent adverts. Noted and Councillors agreed to promote vacancy as much as they could. Clerk: Please re-advertise on social media from time to time.</p>	
	<p>f) To consider proposals for an annual "parish clean-up" event: This matter was considered and Councillors asked to mull over the logistics and safety aspects. Matter to be re-considered at next ORD meeting in November. Clerk: Please add to NOV agenda accordingly.</p>	
	<p>g) To consider Parish Council involvement with Community Speedwatch Project: Chair noted outcome of earlier Public Forum discussion and welcomed those volunteering for the project. Council offered its support to establish the team and agreed to work with police authorities as matters progressed. Noted.</p>	
	<p>h) To consider other schemes to reduce speed in parish: Clerk updated Council as to recent data download from VAS device and confirmed that a new cycle of monitoring was in place to culminate on 22/11 when further data capture would be assessed. 6 sites within parish were currently used on a 2 week rolling cycle.</p>	
	<p>i) To consider arrangements for Remembrance Sunday: It was agreed that Chair would represent Parish Council on 10/11 at the village war memorial, and Cllr. Lipczynski would perform the same duty in Harpford on Council's behalf. Wreaths had been ordered via the RBL as per previous resolution.</p>	
	<p>j) To consider P3 (footpath) matters pertaining to FP1: Clerk confirmed that site developers had paid the £25,000 s.106 contribution to DCC PROW office as agreed. Noted.</p>	

19/158	Correspondence received, not already circulated to members: As per agenda published.	
19/159	Date and time of next meeting: The next meeting of council will be on Monday 25 th November 2019, at 8.00pm at the Newton Poppleford Village Hall, this being an Ordinary Meeting of the Council.	
19/160	It was proposed that, under the provisions of the Public Bodies (Admission to meetings) Act 1960, as amended by Local Government Act 1972, the public (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed. Proposed by Chair, seconded by Cllr. Lee. Resolved unanimously. <i>All members of the public left the room at this point.</i>	
19/161	Matters to be considered in committee: a) To ratify delegated decision to award WC plans contract. It was proposed by Cllr. Dalton, seconded by Cllr. Tillotson, that the contract be awarded to supplier B for the sum of £500. Resolved unanimously. Clerk: Please liaise and report back to WC Working Party when plans drawn up and available. b) To consider matters pertaining to St. Luke's cemetery and curtilage: Clerk updated Councillors as to recent discussion with adjoining landowner. Noted and further contact awaited. No further action necessary at this juncture. c) To consider arrangements for firework event: Events committee members updated Council as to progress with catering arrangements and ticket sales. Update re: discussions with school PTFA and social media exchanges. It was agreed that Clerk would issue a press release to set out Council's version of events. Aside from that, all set for the 8 th November. Clerk: Please liaise with Rocketman and Devon Freewheelers to ensure their invoices are paid before the event date. Committee also asked for help with delivery of leaflets locally. d) To consider expenditure for proposed Christmas Tree installation on Greenbank. It was agreed to delegate to the Clerk authority to spend upto £100 to provide illumination and decoration for the tree.	
	<i>With no further business to discuss, Chair closed council meeting at 10.50pm.</i>	

Minutes of the Parish Council Monthly Ordinary meeting on Monday 14th October 2019 in Newton Poppleford Village Hall at 20.00hrs

Signed as a true record of the meeting above:

Chair: _____ Date: _____