

# Drewsteignton Parish Council.

Clerk: Alice Turner, Rowans, Kings Farm Lane, Winkleigh, EX19 8HF  
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## **Minutes of the Parish Council Meeting held on Monday 20<sup>th</sup> January 2020 in Whiddon Down Village Hall at 7:30pm.**

**Parish Councillors Present:** Ysanne James (Chair), Peter Brennan(vice-chair), John Redman, Ian Rowe, Anna Imrie and Paul Ridgers.

**Parish Clerk:** Alice Turner.

**Also in attendance:** 6 members of the Public.

### **BUSINESS TRANSACTED**

**1.1.20 Welcome:** – Cllr James welcomed everyone and called the meeting to order.

**2.1.20 Apologies for absence:** Resolution required to approve apologies (with reasons) made to the Clerk prior to the meeting. – None.

**3.1.20 Minutes of the Last Meeting** – to consider the approval of the Minutes of the meeting held 16<sup>th</sup> December 2019.

Cllr Brennan proposed that the minutes of the meeting held on the 16<sup>th</sup> of December 2019 be approved as a correct record, seconded Cllr Ridgers. All in Favour – Motion Carried.  
(RR2019/041)

**4.1.20 Declarations of Interest:** None

**5.1.20 Public Speaking Time (max. 10 minutes)** – public permitted to interact on items at chairs discretion.

#### **7.1.20 Highways**

**a) Doing What Matters – Update on arrangements** – Clerk reported that she had contacted highways and was awaiting response.

#### **b) Crockernwell Road Closure – Cllr Brennan**

Cllr Brennan reported on the road traffic accident in Crockernwell and the subsequent road closure. No access through Crockernwell signs were put up last Monday. As soon as building is propped and made safe and then highways can open the road under traffic lights.

**Clerk to contact highways regards signage, Duck Alley and concerns over progress.**

#### **c) Highways proposal for Councils to adopt Roundabouts – Cllr Brennan**

Cllr Brennan reported that highways are trying to encourage Parish Councils to adopt roundabouts, do DPC want to adopt the roundabout at the top of Whiddon Down? After discussion the council agreed that it did not wish to adopt the roundabout.

**6.1.20 Council Policies:** to consider the approval and ratification of the following policies:

#### **a) DPC 006 Internal Audit Policy & Procedure**

Cllr Ridgers proposed that policy DPC 006 Internal Audit Policy & Procedure V1.0 be approved and ratified with immediate effect, seconded Cllr James. All in Favour – Motion Carried. (RR2019/042)

#### **b) DPC 010 Health & Safety Policy**

Cllr James proposed that policy DPC 010 Health and Safety Policy V1.0 be approved and ratified with immediate effect, seconded Cllr Redman. All in Favour – Motion Carried. (RR2019/043)

**c) DPC 011 Confidential Reporting Policy**

Cllrs wished the clerk to add reference to safeguarding policy of WDBC. Discussion deferred to next meeting.

**8.1.20 Matters carried over from the last meeting:**

**a) Climate Change – Update from Working group** – Cllr James asked that this matter be deferred until the May meeting.

**b) Mobile Vehicle Activated Speed sign – Update – Cllr Brennan/Clerk**

The Clerk reported that she is awaiting a response from Highways for the 3 new locations.

**c) Drewsteignton WC's including possible Grant via DNPA – Cllrs Rowe, Redman & Brennan/Clerk**

The Clerk reported that she has submitted an expression of interest for a DNPA Grant and is waiting to hear back from them.

Cllrs Rowe & Redman have removed damaged plasterboard and have confirmed that the leak is around the sky light. Council has expressed an interest in grant funding

Lights in ladies not working. **Cllr Rowe to ring Cleaner to ask if he turned off lights.**

Cllr Redman has agreed to do temporary patch to skylight to enable the toilets to reopen.

Chair allowed the Public to speak on the matter of the toilets lease. Summery, it was unlikely that any parishioners would take on liabilities of the Toilet Block lease. Concerns were raised about the future of the Church rooms and its ability to hold functions, if the toilet block was closed. All agreed that it was a valuable asset and should be kept open.

Cllr Brennan proposed that the Parish Council approach the National Trust with a view to taking on the tenancy of the toilet block, seconded Cllr Ridgers. All in Favour. Motion carried. (RR2019/044)

**Clerk to contact National Trust re Tenancy and buildings insurance and to contact WDBC regarding rates for the Toilet block and possible small business rate relief.**

**Cllr Brennan to email link to WDBC discretionary policy to Clerk.**

[8.17pm Cllr Ridgers left the meeting due to prior commitment.]

**d) Drewsteignton Car Park – Cllrs Redman & Brennan**

Cllr Rowe proposed that the Clerk order the sign as discussed at the meeting for a cost of £65.40, seconded Cllr Brennan. All in Favour. Motion carried. (RR2019/045)

**Clerk to contact County Cllr James McInnes regards funding for Car park and Toilets.**

**Cllr Redman to email the Clerk with the contact info for the 2 contractors so she can contact them and get formal quote and copies of public liability insurance for Council consideration.**

**9.1.20 Planning:**

**a) New Applications:**

i) 0003/20: Replace and raise chimney pots at 3 Fulford Cottages, Crockernwell (Full Planning application) – Mr D. Castle.

Cllr Redman proposed that the Council respond with a Neutral View to application 0003/20, seconded Cllr Brennan. All in Favour. Motion carried. (RR2019/046)

ii) 0004/20: Replace and raise chimney pots at 3 Fulford Cottages, Crockernwell (Listed Building Consent) - Mr D. Castle.

Cllr Redman proposed that the Council respond with a Neutral View to application 0004/20, seconded Cllr Brennan. All in Favour. Motion carried. (RR2019/047)

**b) Decisions received:**

0514/19	Dog Marsh Field, Mill End, Chagford	Formalisation of existing dirt track (retrospective)	<b>Granted</b>
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**c) Other Planning matters, for information only unless listed:**

- i. Letter of support for Judicial review of the proposed Farm Shop application 2701/18 – Chair.  
Council agreed to clarify the current position before writing a letter – deferred.
- ii. Cllr Brennan reported that decisions were pending for 0469/19 Hill Rising, 0542/19 Highfields and the 2530/19 Farm Shop.

**10.1.20 New Items:**

**a) DALC nominations for Royal Garden Party** – Cllrs gave Clerk a name to be put forward to DALC.

**b) DALC Consultation on new Governing Document** – Noted but no comments made.

**c) Being a Good Councillor - Short Course 6.30 -9pm £30+VAT Approval for Cllr Imrie to attend**

Cllr Brennan proposed that Cllr Imrie attend the DALC Being a Good Councillor - Short Course 6.30 -9pm £30+VAT date tbc, seconded Cllr James. All in Favour. Motion carried. (RR2019/048)

**Cllr Imrie to let the Clerk know what date is acceptable.**

**d) Expenses – Mileage Rates – Cllr Brennan**

Following discussion Cllr Imrie proposed that a mileage allowance of 45p per mile be approved for all Council members and staff, seconded Cllr James. All in Favour. Motion carried. (RR2019/049)

**e) Mid Devon Local Plan Consultation deadline 17<sup>th</sup> February – Cllr Brennan**

For information, to be included in Chairs Parish Post article.

**11.1.20 Clerks reports to include:**

**a) ICO renewal – Clerk has renewed – Noted.**

**12.1.20: Finance: Clerk**

**a) To approve financial schedule of payments as presented by the Clerk at the meeting. (appendix A)**

Cllr James proposed that the financial schedule of payments as presented by the Clerk at the meeting be approved, seconded Cllr Brennan. All in Favour. Motion carried. (RR2019/050)

**b) Precept Request – to formally approve documentation as presented at the meeting.**

Cllr James proposed that the Precept documents for the amount of £14102 as presented by the Clerk be approved, seconded Cllr Brennan. All in Favour. Motion carried. (RR2019/051)

**c) Local Government Finance Settlement 2020/21-** Cllr Brennan reported that there would be no capping of the precept this year but government to continue to review in future years.

**13.1.20 Cllr reports:**

Cllrs James and Imrie requested that a letter of Condolence be sent via DALC to Family of Lesley Smith MBE.

Cllr Rowe reported that Whiddon Down VH had good fund-raising events and have ordered a new fire door.

Cllr James reported that she attended Eco Café in Okehampton and gained some useful information.

Cllr Imrie reported that ice had caused RTA on the A382 at Great Tree Farm Corner. Clerk to contact Highways and ask about gritting and drain clearing.

**14.1.20: Items for future agenda's:**

Cllr Redman: Car Park - Quotes

**15.1.20 Confirmation of next meeting date:**

The next meeting of the council will be on Monday 17<sup>th</sup> February 2020, 7.30pm at the Drewsteignton Church Rooms.

The Chair closed the meeting at 8.53pm

**Appendix A:**

**Drewsteignton Parish Council Financial Schedule**

**Agenda Item 12.1.20 (a).**

Meeting date: 20th January 2020

**Payments made (pre-authorized) since last meeting 16th December 2019**

Pymt Ref	Amount	Payee	Details	Power	Expenditure approval Minutes Ref & RR
	£0.00				

**Payments for authorisation**

Pymt Ref	Amount	Payee	Details	Power
PM2020/068	£74.00	Parish Mag Printers Ltd	Parish Magazine	LGA 1972 S.142
PM2020/069	£133.98	Alice Turner	Clerks Expenses January 2020	LGA 1972 S.112
PM2020/070	£490.95	Alice Turner	Clerks Salary 16.12.19 - 19.01.20	LGA 1972 S.112
PM2020/071	£201.49	EDF Energy	Electric to Toilets	
<b>TOTAL</b>	<b>£900.42</b>			

**RECEIPTS SINCE 16th December 2019**

Payment ref	Pymt method	Details	Amount
<b>TOTAL</b>			<b>£0.00</b>

**Monies held as Reserves**

Amount	Details
£1,000.00	Election
£3,000.00	General
£3,600.00	Unpresented Invoice
£12,337.86	DAAT night landing light
£3,423.93	Asset Maintenance Fund
£1,000.00	Lengthsman
<b>£24,361.79</b>	<b>TOTAL</b>

As of 30th Sept	<b>Bank Total</b>	<b>£38,007.35</b>
	Payments presented 1-10-19 to date.	<b>£5,023.87</b>
	Plus Receipts since 30th Sept. 2019	<b>£143.39</b>
	Less Money in reserves	<b>£24,361.79</b>
	<b>Available Balance</b>	<b>£8,765.08</b>

Signed as a true record: Y. James Chair  
 Printed: Ysanne James, Date: 17-02-2020

*Original signed copy retained by the Clerk.*