

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 17th August 2020 at 7:30pm via Zoom.

Parish Councillors Present: Ysanne James (Chair), Peter Brennan (Vice-Chair), Anna Imrie, John Redman, Ian Rowe & Paul Ridgers.

Also in Attendance: Alice Turner (Clerk) & County Cllr James McInnes.

No members of the public in attendance.

BUSINESS TRANSACTED.

1.8.20: Welcome.

Chair of the Council opened the meeting and a give brief explanation as to meeting protocols. The meeting was informed that the Clerk was recording the meeting to aid in the preparation of the minutes and that the recording would be deleted once the draft minutes were circulated.

2.8.20: Apologies for absence.

Resolution required to approve apologies (with reasons) made to the Clerk prior to the meeting. To include retrospective apologies from Cllr James (unwell) for the meeting held 20th July 2020.

Cllr Brennan proposed that apologies from Cllr James (unwell) for the meeting held on the 20th of July 2020 be approved, seconded Cllr Imrie. All in Favour – Motion Carried.

(RR2020/041)

3.8.20: Minutes of the Last Meeting.

Cllrs to consider the approval of the Minutes of the meeting held on Monday 20th July 2020.

Cllr James proposed that the minutes of the virtual meeting held on Monday 20th July 2020 be signed as a true and accurate record once physical meetings resume, seconded Cllr Imrie.

All in Favour – Motion Carried. (RR2020/042)

4.8.20: Declarations of Interest.

Cllr Ridgers declared a Disclosable Pecuniary Interest in Agenda item 8.8.20 a) i) (DOI/005)

5.8.20 a): Public Speaking Time (max. 10 minutes). None

5.8.20 b) County Cllrs Report.

Cllr McInnes reported that Devon County Council (DCC) are still moving forward with the plans for children returning to school in September, and guidance has been received regarding school transport, schools will notify parents of arrangements.

A Local Outbreak engagement board has been formed to oversee COVID-19 right across Devon and Cllr McInnes sits on this board, and reported that there were 5 cases confirmed across Devon last week.

Cllr Brennan asked Cllr McInnes how the finances are doing at DCC, Cllr McInnes reported that DCC have spent approximately £43million and have received approximately £40million from Central Government. There are increased costs in areas such as Children's Care with more children than predicted coming into Care.

Cllr James raised the matter of Central Government giving to Cornwall tourist economy and a lower amount to Devon & Somerset to share. Cllr McInnes reported that representation to Central Government is being made on this matter.

Borough Cllr Ridgers reported that there is a grant that has been put in for £300k for a campaign for an extended Summer Campaign in Devon.

6.8.20: Council Policies & Documents.

Cllrs to consider the draft policies presented for approval and ratification. (circulated to Cllrs & available from the Clerk).

a) DPC 019 Freedom of Information & Publication Policy.

Cllrs discussed and Cllr Ridgers proposed that DPC 019 Freedom of Information & Publication Policy V1.0 be approved and ratified with immediate effect, seconded Cllr James. All in Favour – Motion Carried. (RR2020/043)

b) DPC 020 Press & Media Policy

Cllr discussed and Cllr James proposed that DPC 020 Press & Media Policy V1.0 be approved and ratified with immediate effect, seconded Cllr Brennan. All in Favour – Motion Carried. (RR2020/044)

c) DPC 021 Removeable Media Policy

Cllr discussed and Cllr Brennan proposed that DPC 021 Removeable Media Policy V1.0 be approved and ratified with immediate effect, seconded Cllr James. All in Favour – Motion Carried. (RR2020/045)

d) DPC 022 Cllr Email & Own Device Policy

Deferred pending clarification from external bodies.

8.8.20: Planning.

a) New Applications:

i. 0333/20: Erection of lean to building (13.8x4.9m) at Higher Parford Farm, Chagford – Full Planning – Mr. P Ridgers (extension granted to 18th August)

Cllr Ridgers was put into the waiting room by the Clerk, due to the declaration of a Disclosable Pecuniary Interest in this application.

Cllrs James, Imrie, Redman, Rowe & Brennan attended a site visit for this application on the 4th of August 2020.

Cllr Brennan updated the meeting on the application and following discussion Cllr Brennan proposed that the Council support application 0333/20 as the application is commensurate to the scale of the farming activity on the site, and that it will enhance the appearance of the site, seconded Cllr James. All in Favour – Motion Carried. (RR2020/046)

Cllr Ridgers was re-admitted to the meeting.

b) Decisions received:

Number	Location	Proposal	DNPA Decision
0255/20	Hillside House, Drewsteignton, Exeter EX6 6QW	Replacement of glazed panels to front door with 2 No solid timber panels and 2 No glazed panels to top lights,	Listed Building Consent Granted.

c) Other Planning matters, for information only unless listed:

i. Farm Shop Appeal – Update (Cllrs Brennan & Ridgers)

Cllr Brennan reported that the Inspectorate has written to West Devon Borough Council (WDBC) to give assurances that when an appeal decision has been quashed, it essentially no longer exists and the case begins anew. The letter notes the replacement Inspector is required to consider all issues and evidence afresh. Therefore, any arguments previously advanced against or in favour of the scheme will be given due scrutiny once again. The re-determination will consider the views of interested parties and specifically the challenges to the Retail Impact Assessment (RIA).

The challenge to hold an oral event has been impacted by the current Covid-19 situation and despite the significant level of local interest, which the Inspector notes would warrant an oral

process (public meeting), the Inspector advised in July that the procedure would continue with written representations. However, the Inspector is again reviewing this decision in order to achieve a balance between the public interest and moving the case on to a decision. As a result, the Inspector has frozen the timetable for the appeal while it decides on an oral (public meeting) or written procedure.

WDBC have been asked to write to all interested parties and give 28 days from the 21 August 2020 for any further comments noting the focus on the RIA.

Cllr Ridgers updated the Council that WDBC have heard that the Planning inspectorate have decided that there will be a public hearing for this appeal, probably held online rather than at a physical venue, WDBC will advise on procedure and times in due course.

ii. Update on Barley Meadows Appeal

Appeal determined by the Secretary of State for Application No: W/19/3243823

Static caravan for warden at Barley Meadow Camping and Caravan Park,

Crockernwell. Appeal Dismissed – 27th July 2020

iii. New planning applications received after publication of agenda: 0381/20 & 0382/20: Erection of barn for the storage of animal feed and farm equipment at Furlong House, Chagford. (Council Consultation deadline 7th September)

Cllrs requested that the Clerk ask for an extension to allow discussion at the September meeting.

9.8.20: Other Business.

a) Update on toilet block lease – None sensitive information only. (Clerk)

The Clerk reported that she has not received any update on the draft lease but has chased the National Trust and will inform Cllrs when she receives anything.

b) Parking concerns in Crockernwell (Chair)

Cllr James reported that complaints have been received regarding parking issues by the wooden fence and by the Golden Lion, which is causing visibility issues for vehicles emerging from Lambert Lane and the parishioners are asking if the Council are able to assist. Cllr McInnes suggested that the Council could ask for advisory white lines by the wooden fence to see if that will improve the issue. Cllr McInnes agreed to ask Highways if advisory white lines would be an option for Crockernwell. Cllr James agreed to talk to parishioners to see if they have any suggestions as to solutions for the problem.

Cllrs raised concerns as to other areas of the parish which are becoming an issue and asked for this to be an item on the September Agenda.

It was suggested that a competition be run in the Parish Post inviting children to design a poster encouraging drivers to slow down, Cllr James agreed to include this in her report.

10.8.20: Finance.

a) To approve financial schedule as presented by the Clerk at the meeting. (Appendix A)

Cllr James proposed that the financial schedule as presented by the Clerk at the meeting be approved, seconded Cllr Imrie. All in Favour – Motion Carried. (RR2020/047)

11.8.20: Cllr & Clerks Reports for information to include:

a) Clerk: Reminder – Exercise of Public rights. (Friday 28th August to Friday 9th October 2020)

The Clerk reminded the meeting that the 2019-20 accounts are open to inspection by appointment during this period.

b) Clerk: DAAT – Night landing light installation update.

The Clerk reported that a site visit was undertaken with the DAAT representative, Western Power (WPD) and the contractor who will install the lighting column on the 27th of July. The

column is now in place and WPD will notify as soon as the 3-phase supply is in place so that a provider can be arranged prior to the supply going live.

c) Clerk: Re-opening of Playing field -Update on timeframe.

Once WPD have completed the installation of the 3-phase electric supply the playing field can be re-opened, all remedial works to the play equipment have been carried out, but it is not safe to re-open while installation works are underway.

d) Clerk: DCC online service for checking on gully inspections

Members of the public can now check when a gully was last “inspected” which is usually when it was last cleaned.

There are some conditions to it though:

- last inspected does not mean last cleaned, for example, they might not have been able to clean it because the cover was stuck.
- It will usually not show you if a drain has been jet cleaned since it was last inspected.

<https://apps1.wdm.co.uk/Live/Devon/PBLC/PIP/map.aspx?cg=kaarb> Click “Continue” and the interactive map will appear, zoom in to a location, wait for the blue dots to load, click on the blue dot and it will give you some information on when it was last inspected and its frequency of clean.

e) Clerk: Update on actions from Response to Internal Audit document.

The Clerk reported that item 2.0 of the Response to Internal audit has been completed and that the address on the Government gateway account has been updated and that the Clerk now has full access. Also 3.3 in the response document ‘Items of expenditure over £100’ is now on website for 2019-20 financial year.

f) Cllr Rowe: Whiddon Down Village Hall

Cllr Rowe reported that Whiddon Down Village Hall AGM is being held tonight and that renovations are still ongoing. Discussions about re-opening the hall will be taking place.

g) Road Closure for Chapel Hill, Whiddon Down

Between Monday 5th October and Friday 16th October inclusive Chapel Hill, Whiddon Down will have a temporary traffic order in place to prohibit through traffic and parking to allow Western Power Distribution to carry out works.

12.8.20 Part II Public Bodies (Admission to Meetings) Act 1960 s1(2)

a) Resolution to move the council to part II

Under DPC-001-A 8b (Addendum to Standing Orders – Remote meetings) Each councillor present shall declare that there are no other persons present who are not entitled to be (hearing or seeing), and/or recording the meeting.

Cllr Ridgers proposed that the Council move into Part II due to the commercially sensitive nature of the items being discussed, seconded Cllr James. All in Favour – Motion Carried. (RR2020/048)

All Cllrs verbally confirmed that there were no other persons present who were not entitled to be and that the meeting was not being recorded. The Clerk confirmed that she had paused the recording.

b) Lease for the Drewsteignton Toilet Block (Clerk)

Update on lease negotiations

c) Quotes for installation of MVAS posts

Cllrs to receive quotes

d) Website accessibility regulations and website compliance.

Cllrs to discuss and receive quotes.

e) The Chair returned the meeting to public session.

f) Resolution(s)

Item c): Cllr James proposed that the Council proceed with the installation of the posts for the MVAS sign at the 2 proposed locations and will set aside £200 from the Asset Purchase budget to cover the costs, seconded Cllr Imrie. All in Favour – Motion Carried. (RR2020/049)

Item d): Cllr James proposed that the Council accept the estimate of £450+VAT from Roundash Associates to convert the existing site, ensuring compliance with WCAG, to a WordPress template and request that google analytics information be made available, seconded Cllr Brennan. All in Favour – Motion Carried. (RR2020/050)

There being no further items of business the Chair confirmed that the next meeting of the Council will be on Monday 21st September 2020 via Zoom and closed the meeting at 9pm

Appendix A: Financial Schedule:

Payments for Authorisation/(Retrospective) approval:

Payment Ref	Amount	Payee	Details	Power	Funding Source
PM2021/029	£74.00	Parish Mag Printers Ltd	August edition of Parish Post	LGA 1972 S.142	Admin/Parish Post
PM2021/030	£2,000.00	DCC Highways	Repair of entrance to Car Park	Road Traffic Regulation Act 1984 S.57 1)b)	Earmarked Reserve "Asset Maintenance Fund"
PM2021/031	£7,568.76	MAT Electrics	Installation of Night landing light and associated infostructure	Parish Councils Act 1957 S3.1	Earmarked Reserves "DAAT" £3453.27 / "Major Works" £3600.00 / "General" £515.49.
PM2021/032	£397.20	Alice Turner	Clerks Salary 20.7.20 - 16.8.20	LGA 1972 S.112	Staff Costs/Clerks Salary
PM2021/033	£88.14	Alice Turner	Clerks Expenses	LGA 1972 S.111 & S.112	Staff Costs/Clerks Costs & Office Expenses
TOTAL	£10,128.10				

Receipts since last meeting:

Payment ref	Payment method	Details	Amount
PR2021/008	Deposit	Honesty Boxes	£110.00
TOTAL			£110.00

Other Viaments for approval:

From	Amount	To
Earmarked Reserve "Lengthsman"	£270.00	Budget Heading: Running Costs / Lengthsman

Monies held as Reserves:

Amount	Details
£1,500.00	Election
£2,484.51	General (original £3000)
£0.00	Major Works (original £3600)
£0.00	DAAT night landing light (original £12337.86)
£1,423.93	Asset Maintenance Fund (original £3423.93)
£730.00	Lengthsman
£6,138.44	TOTAL

Bank Total as of 30th July 2020	£26,841.71
Payments Pending	£10,890.31
Plus Receipts not in bank total	£110.00
Less Money in reserves	£6,138.44
Available Balance	£9,922.96

Signed as a true record: Ysanne James Chair/Vice Chair

Printed: Cllr Ysanne James. Date: 21st September 2020