

Drewsteignton Parish Council.

Clerk: Alice Turner, Clerk@drewsteigntonparish.co.uk / 01837 83484

Minutes of the Council Meeting held on Monday 20th September 2021 7.30pm at Whiddon Down Village Hall.

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

Also in Attendance: Alice Turner (Parish Clerk). 8 Members of the public were in attendance.

BUSINESS TRANSACTED.

1.9.21: Welcome.

The Chair opened the meeting & reminded everyone that the Clerk was taking an audio recording to aid with taking the minutes, the recording will be deleted once the draft minutes are published.

2.9.21: Apologies for absence.

The Clerk reported that she had received apologies from County Cllr James McInnes

3.9.21: Minutes of the Last Meeting. [Minutes available on the website.](#)

Cllrs to consider the approval of Minutes of the meeting held 23rd August 2021.

[Cllr Imrie proposed that the minutes of the meeting held on Monday 23rd August 2021 be approved and signed as a true and accurate record, seconded Cllr Rowe. All in Favour – Motion Carried. \(RR2021/044\)](#)

4.9.21: Declarations of Interest – None.

5.9.21: Public Speaking Time (max. 10 minutes).

3 Members of the public spoke on the Farm Shop application raising various concerns including: breach of several LP & NPPF planning policies as well as conflict as to passing trade (is it another service station or a farm shop), Concerns from local business regards impact on Oinkers (Farm shop and Drakes Café and farm.) a lot of their trade is from tourists (about 50% during this summer) as well as local trade.

Concerns (Highways) effect of another large business on the road especially (C50) when A30 closed, and health & safety concerns at bus stop.

8.9.21 a)i) Moved at the Chairs Discretion. [WDBC 2530/19/FUL READVERTISEMENT \(Revised additional information received\) Development of new farm shop and ancillary cafe with supporting secondary areas consisting of storage, WCs, offices and kitchen space \(resubmission of 2701/18/FUL\) at Land North of A30 Junction, Whiddon Down.- Deadline 7th October.](#)

Cllrs discussed the application in detail and reviewed the new information, and agreed on two major objections – development in open countryside and contravention of DEV15 requiring a Farm Shop to be directly linked to a farm – and four minor objections were to be noted to WDBC as follows:

- Reduction in car parking spaces in new application,
- Some of the businesses are believed to be no longer trading.
- Highways concerns and impact on junction (health & Safety regarding bus service and pedestrians waiting by road),
- concerns that approx. 75% of the suppliers are not local.

[Cllr Brennan proposed that the Council Objects to application 2530/19/FUL as it contravention of DEV15 requiring a Farm Shop to be directly linked to a farm and is a building in open countryside, and to also raise the following concerns; Reduction in car parking spaces in new application, Some of the businesses are believed to be no longer trading, Highways concerns and impact on junction](#)

(health & Safety regarding bus service and pedestrians waiting by road), concerns that approx. 75% of the suppliers are not local, seconded Cllr Ridgers. All in Favour – Motion Carried. (RR2021/045)
Cllr Ridgers commented that he was concerned that there had been a very tight deadline on this application.

6.9.21: To receive a report from County Cllr. McInnes – No report received.

7.9.21 Council Policies. (Chair)

Cllrs to consider the policies listed for review or approval (available on the website).

- a) **DPC 016 Council Risk Assessment V2.0 – Updates made to various sections**
- e) **DPC 020 Press & Media policy V2.0 – New version to include social media**

Cllr Brennan proposed that DPC 016 Council Risk Assessment V2.0 & DPC 020 Press & Media policy V2.0 be approved and ratified with immediate effect, seconded Cllr Rowe. All in Favour – Motion Carried. (RR2021/046)

- b) **DPC 017 Disciplinary Procedure V1.0 R1**
- c) **DPC 018 Training Policy V1.0 R1**
- d) **DPC 019 Freedom of Information Policy V1.0 R1**

Cllr Brennan proposed that DPC 017 Disciplinary Procedure V1.0 R1, DPC 018 Training Policy V1.0 R1 and DPC 019 Freedom of Information Policy V1.0 R1 be approved without amendment, seconded Cllr Redman. All in Favour – Motion Carried. (RR2021/047)

8.9.21: Planning - Click on the application to view the planning documents. (Chair)

a) **New Applications:**

- i. **WDBC 2530/19/FUL READVERTISEMENT (Revised additional information received) Development of new farm shop and ancillary cafe with supporting secondary areas consisting of storage, WCs, offices and kitchen space (resubmission of 2701/18/FUL) at Land North of A30 Junction, Whiddon Down – Moved at Chairs discretion.**
- ii. **DNPA 0478/21 Proposed: Change of use to a unit of holiday accommodation at Honeyford Cottage, Crockernwell – Deadline 24th September**
- iii. **DNPA 0479/21 Proposed: Change of use to a unit of holiday accommodation at Honeyford Cottage, Crockernwell – Deadline 24th September.**
Cllrs agreed to review 0478/21 & 0479/21 together and Cllr Brennan proposed that the Council provide a Neutral view on applications 0478/21 and 0479/21 seconded Cllr Redman. All in Favour – Motion Carried. (RR2021/048)
- iv. **DNPA 0472/21 Proposed: Improvements to disabled access, stone ramp and automated glazed door at main entrance to castle. Resurfacing of landscape to forecourt, servants' garden and east terrace at Castle Drogo, Drewsteignton –Extension to 21st September.**
Cllr Ridgers proposed that the Council offer a neutral view on application 0472/21, seconded Cllr Redman. All in Favour – Motion Carried. (RR2021/049)
- v. **DNPA 0489/21 Proposed: Convert existing domestic store/workshop to ancillary accommodation at Upperton Farm, Drewsteignton – Deadline 27th September**
Cllrs Imrie, Redman, Rowe and Brennan attended a site visit, and gave an overview of the application and observations made during the site visit. Cllr Rowe proposed that the Council support application 0489/21, seconded Cllr Imrie. All in Favour – Motion Carried. (RR2021/050)

b) Planning decisions pending – See Meeting Support Document - Noted

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

The Clerk reported that decisions have been received for the following applications:

- 0392/21: Window alteration & re-open existing doorway, Netherton House, Drewsteignton. – Listed Building Consent Granted
- 0319/20: Use of land as 14 touring pitches and the relocation of two pods onto two existing touring pitches, Woodland Springs, Drewsteignton – Granted conditionally.

The Clerk also informed the Council that the following correspondence had been received from DNPA planning officers:

“DNPA planning officers had a productive meeting with the owner of the land at Venton Straight. We agreed for the fence to be removed and the earth bank along the highway be reinstated and planted to restore the natural hedgerow. The owner has confirmed that they would like to apply for a revised gateway and access along with field shelters in an improved location. We advised that any future application should retain the natural hedgerow and not include the extended splay as developed. We’ll monitor the site and will agree reasonable timeframes for remedial works.”

10.9.21: Current & New Business.

a) Update on Highways issues in the Parish (Cllrs Redman & Rowe)

Including: Drainage issues at Fingle Bridge, damaged Posts at the junction of Turnpike Road & Chapel Hill, Whiddon Down & bollards and light by Whiddon Down services.

Cllrs reported that a gully sucker has been down the road to Fingle Bridge to try to clear the drains. Highways will be going to down to carry out remedial works.

Cllrs asked the Clerk to Contact Highways and ask for “30”s to be painted on the road where speed limits come into effect, in Whiddon Down & Crockernwell. – **Action Clerk**

b) MVAS Contract – verbal update (Clerk)

The Clerk has chased Sticklepath Parish Council for an update but no response received at this time.

c) Footpath inspection allocation to be arranged at the meeting (Chair)

Cllrs discussed and allocated the footpaths between them.

d) Consideration of purchase of Cork backing for Drewsteignton Noticeboard. (Clerk)

Cork Sheet Roll Self Adhesive 3mm Thick 48 x 100cm £15.00 from eBay.

Cllr Brennan proposed that the Clerk purchase Cork Sheet Roll Self Adhesive 3mm Thick 48 x 100cm £15.00 from eBay for the noticeboard in Drewsteignton, seconded Cllr Imrie. All in Favour – Motion Carried. (RR2021/051)

e) Consultation: Gambling Act 2005 – Consultation on draft Gambling Statement of Principles – deadline 24th October (Chair)

The Licensing Authority is required to review its gambling policy, known as the ‘Statement of Principles’, every three years. The policy sets out the principles which WDBC will apply under the Gambling Act 2005 over the next three years. Once approved, the updated policy will be in effect from January 2022 to January 2025. The draft revised policy can be downloaded from the following website: www.engagement.westdevon.gov.uk/gambling-consultation

Cllrs agreed to comment as individuals

f) Consultation on draft proposals to revise Dartmoor byelaws (Chair)

See Meeting Support Document – Noted, Cllrs to discuss at October Meeting.

g) Draft Memorandum of understanding between WDBC & Parish Councils (Chair)

See Meeting Support Document – Noted, Cllrs to discuss at October Meeting.

h) Norton Antivirus renewal (Clerk)

Consideration joining scheme with Clerks other Councils for a Norton 360 Deluxe 5-device licence which runs until March 2022. Cost to the Council would be £2.50 (inc VAT).

Cllr Brennan proposed that the Council joins the existing scheme with the Clerks other Councils for a Norton 360 Deluxe 5-device licence which runs until March 2022. Cost to the Council would be £2.50 (inc VAT), seconded Cllr Imrie. All in Favour – Motion Carried. (RR2021/052)

i) Climate Change to review information received from DALC and other sources. (Chair)

See Meeting Support Document - Cllrs to review for discussion at a future meeting.

j) DALC AGM & Conference consideration of attendance of the Clerk & Cllrs (Chair)

Date: Tuesday 5 to Thursday 7 October 2021. Cost: £40 for first delegate, £10 for each additional booking. AGM only participants are free. Cllrs and officers will benefit from a mix of informative and practical sessions covering key issues facing our communities as well as hearing a range of best practice examples and case studies from other councils in Devon. We also have a number of companies showcasing their knowledge and products to assist local councils to serve their communities. The 3-day online conference includes: Three inspiring panels showcasing local councils covering the topics: Young People, Health & Wellbeing, and

Climate/Ecological Emergency. As well as a range of informative sessions providing insight, advice & guidance to councils.

Cllr Brennan proposed that the clerk attends the DALC AGM & Conference with the cost shared with Clerks other Councils, giving a cost to the Council of £10, seconded Redman. All in Favour – Motion Carried. (RR2021/053)

(Power to spend: LGA 1972 S.111 Budget: Admin/Training)

12.9.21: Finance (Clerk). Documents circulated to Cllrs and available at the meeting.

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

Cllr Brennan proposed that the financial schedule of payments as presented by the Clerk at the meeting be approved, seconded Cllr Rowe. All in Favour – Motion Carried. (RR2021/054)

13.9.21: Cllr & Clerks Reports & items for future agendas:

Councillors are reminded that this is not an opportunity for debate or decision making.

a) Clerk: Reported that the Schedule of Condition Survey had been approved under Clerks Delegated Authority for the Toilet block lease.

b) Clerk: reminder to Cllr that Budget items need to be with her by end of October for consideration in the 2022/2023 Budget.

14.9.21: Confirmation of next meetings:

Monday 18th October 2021 7.30pm at Whiddon Down Village Hall.

There being no further business the Chair closed the meeting at 8.55pm

Appendix A: Financial schedule.

Payments for Authorisation/(Retrospective) approval:

Payment Ref	Amount	Payee	Details	Power	Funding Source
PM2022/032	£74.00	Parish Mag Printers Ltd	September Edition Parish Post	LGA 1972 S.142	Admin/Parish Post
PM2022/033	£95.00	M. J. Rowe	August Invoice for Cleaning and hedge cutting around W/C's	Public Health Act 1936 S.87	Running Costs/ WC(gen)
PM2022/034	£67.16	Alice Turner	Clerks Expenses September 2021	LGA 1972 S.111 & S.112	Staff costs/Salary & Staff Costs/Office exp.
PM2022/035 (dated 07/10/21)	£366.46	Alice Turner	Salary September 2021	LGA 1972 S.112	Staff costs/Salary
TOTAL	£602.62				

Receipts since last meeting – for information:

Payment ref	Payment method	Details	Amount
PR2022/012	Bacs	2020-21 Vat Reclaim	£1,427.58
PR2022/013	Deposit	Honesty Boxes	£101.00
TOTAL:			£1,528.58

Monies held as Reserves after payments: Note EMR = Earmarked Reserve

Amount	Details
£1,500.00	Election (EMR)
£568.13	Lengthsman (EMR)
£2,752.30	Major Assets Fund (EMR)
£890.38	DAAT light (EMR)
£2,313.67	Asset Maintenance Fund (EMR)
£3,543.53	Council Contingency (General Reserve)
£1,500.00	Grants & Donations (EMR)
£1,200.00	Toilet Block (EMR)
£14,268.01	TOTAL

Bank Situation:

Bank Total as of 31st August 2021	£20,988.08
Payments Pending confirmation	£1,247.17
Plus, Receipts not in bank total	£101.00
Less Money in reserves	£14,268.01
Available Balance	£5,573.90

Signed as a true record: P. Brennan

Printed: Cllr. Peter Brennan . Date: 18th October 2021