

Drewsteignton Parish Council.

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

Minutes of the Council Meeting held on Monday 21st February 2022 7.30pm at Whiddon Down Village Hall.

Cllrs Present: Peter Brennan (Chair), John Redman, Ian Rowe, Anna Imrie, Paul Ridgers & Andrew Di Battista.

Also in Attendance: Alice Turner (Parish Clerk), No members of the public were in attendance.

BUSINESS TRANSACTED.

1.2.22: 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.

2.2.22: Apologies for absence.

County Cllr James McInnes sent his apologies.

3.2.22 Co-option. Reminder - there are three vacancies on the Council (Chair)

Anyone who is interested should [contact the Clerk for more information](#).

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

Cllrs to consider the approval of Minutes of the meeting held Monday 17th January 2022.

Cllr Ridgers proposed that the minutes of the meeting held on Monday 17th January 2022 be signed as a true and accurate record, seconded Cllr Brennan. All in Favour – Motion Carried.

(RR2021/090)

5.2.22: Declarations of Interest:

Cllr Ridgers declared a prejudicial interest in item 8.2.22 a) i) – Family connection

Cllr Imrie declared a personal interest in item 8.2.22 a) ii) – near neighbour.

6.2.22: Public Speaking Time (max. 3minutes/person. Session time: 10 minutes): None

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

Cllr Ridgers reported from WDBC:

- that the Council 2.07% increase on the Council tax from the borough council.
- that the Council has reported a rough housing crisis in Tavistock which has been more noticeable since covid-19.
- that the Council are pushing for more affordable housing as part of their Local Plan.
- that garden waste collections and recycling levels are doing well.

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

a) New Applications:

i. [0027/22 Demolition of barn at Cross Farm, Drewsteignton](#) – Target date 22/02/22

Cllr Ridgers declared a prejudicial interest in this item and left the room. Cllrs discussed the application and Cllr di Battista proposed that the Council support application 0027/21, seconded Cllr Imrie. All in Favour – Motion Carried. (RR2021/091)

Cllr Ridgers returned to the room.

ii. [0017/22 Partial conversion of garage block with store and workshop above to ancillary accommodation and erection of Bat Loft at Dormouse Lodge, Chagford](#) – Target date 04/03/22.

Cllr Imrie declared a personal interest in this application (near neighbour). Cllrs discussed the application and Cllr Brennan proposed that the Council support application 0017/22, seconded Cllr Rowe. 5 in favour, 1 abstained – Motion Carried. (RR2021/092)

- b) Planning decisions pending & received – [See Meeting Support Document](#) – Noted.
- c) Other Planning matters, for information only unless listed on agenda:
- i. Pre-application consultation on location of Base Station Upgrade – Grendon – to note parishioners communication that this is not being applied for by Grendon it is merely on their land which they rent to the company. (Chair) – Noted.
 - ii. The Clerk reported that the following application had be received since publication of the agenda 0052/22 Part-conversion of barn / change of use to ancillary accommodation and formation of wildlife pond at North Cuma, Drewsteignton. Target date: 04/04/2022 to be added to the March Agenda.

9.2.22: Current & New Business.

a) **Jubilee Celebrations (Cllr di Battista)**

Cllr di Battista reported that he had attending a meeting and reported that they were hoping to have a beacon/bonfire on Thursday and the main event taking place on Saturday, details are still being worked out. He will report back when he knows more.

b) **To receive information on Project Wingspan via OPPC – [See Meeting Support Document](#). (Clerk)**

Cllr Brennan reported on the overview of Project Wingspan, Clerk to keep the website updated.

c) **Consideration to amend frequency of Council Policies reviews - [See Meeting Support Document](#). (Clerk)**

Cllr Brennan proposed that the Council approve the review of the policies as per the meeting support document, seconded Cllr Redman. All in Favour – Motion Carried. (RR2021/093)

d) **Cllrs to discuss [Draft Council Planner February 2022 – February 2023](#) (Chair/Clerk)**

Cllrs reviewed and agreed on the following venues for meetings;

Meeting	Proposed venue
June	Drewsteignton Church Rooms
July	Drewsteignton Church Rooms
September	Whiddon Down Village Hall
October	Drewsteignton Church Rooms
November	Whiddon Down Village Hall
December	Whiddon Down Village Hall

e) **Discussion on Guest Speaker for Annual Parish Meeting, Monday 23rd May 2022. (Chair)**

Cllrs agreed not to have a guest speaker.

f) **Nomination of Parish Members to Dartmoor National Park Authority (Chair)**

A casual vacancy has arisen for a Parish Member within the West Devon/Mid Devon area of the Dartmoor National Park Authority. In order to fill this seat as quickly as possible, a timetable has been agreed for nominations as set out below:

- Nominations to be returned by 5:00pm by: Thursday 7 April 2022
- Ballot Papers to be sent out by: Friday 8 April 2022
- Ballot Papers to be returned to DALC by: 2:00pm on Wednesday 20 April 2022

[See Meeting Support Document for links to related documents for this item.](#)

Cllr Redman proposed that the Council delegate the authority to vote on this matter on behalf of the Council following consultation with Councillors to the Clerk, seconded Cllr Imrie. All in Favour – Motion Carried. (RR2021/094)

g) **Dartmoor National Park - Local List Public Consultation (Chair)**

Local Planning Authorities are required to publish a list of information they need to “validate” planning applications they receive. This validation list is made up of the ‘national requirements’, including the application form, the fee, certificates etc and secondly, more specific local validation requirements known as the “Local List”. We must review the “Local List” every two years. As we have just adopted our new Local Plan in December 2021, which brings in a number of new areas of policy it is a good time for us to update our Local List.

A public consultation will run for six weeks from 26 January until the 10 March 2022. All comments will be considered and changes to the validation list will be made, where appropriate

before it is adopted. Please go to <https://www.dartmoor.gov.uk/about-us/how-we-work/current-consultations> and fill in the online comments form. Noted - Cllrs to respond as individuals.

10.2.22: Finance (Clerk).

- a) **To approve financial schedule of payments as presented by the Clerk at the meeting.**
Cllrs reviewed the [financial schedule of payments as shown in Appendix A](#) and Cllr Ridgers 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. (RR2021/095)

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

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

- a) **Clerk: Notification of play area inspection in March.**
b) **Clerk: [Digital Inclusion Survey](#) – Request for Cllr and public to complete.**
c) **Clerk: Notice that the Clerk will be on Annual leave from the 28th February for 1 week.**
d) **Cllr Redman has been accepted as Snow Warden for Drewsteignton by DCC Highways. Cllrs Brennan and Imrie volunteered to help.**
e) **Cllr Imrie reported that that the SLOW on the road to Venton straight needs repainting – **Clerk to action.****
f) **Cllr di Battista reported that some trees at Black Aller quarry are leaning on the phone cables so there is a concern there.**
g) **Cllr Rowe reports that Whiddon Down Village Hall will be closed for 2wks early March for maintenance & redecorating.**

12.2.22: Confirmation of next meetings:

Monday 21st March 2022 7.30pm at Drewsteignton Village Hall.

Please note that any changes to meeting dates or venue will be posted on the Website.

13.2.22 Confidential matters (PART II) *Public Bodies (Admission to Meetings) Act 1960 s1 (2)*

- a) **Resolution required to move the Council into Part II.**
[Cllr Brennan proposed that the Council move to Part II due to the confidential nature of the items under discussion, seconded Cllr Ridgers. All in Favour – Motion Carried. \(RR2021/096\)](#)
The Clerk confirmed that the audio recording had been stopped.
- b) **Discussion on arrangement for Cleaning Drewsteignton Toilets. (Chair)**
Cllrs to discuss options and any quotes available.
Contains commercially sensitive information and information restricted under GDPR.
- c) **Parishioner Correspondence: Concern regarding metal in road towards Trenaway Cross from Whiddon Down on left (Chair)**
Contains information restricted under GDPR
- d) **Discussion on Contract for Drewsteignton Village Garden Maintenance (Clerk)**
Contains commercially sensitive information
- e) **Letter of Complaint of harassment against volunteers (Chair)**
Contains information restricted under GDPR
- f) **Report of Health and Safety concern at Playing Field following accident.**
Contains information restricted under GDPR.
- g) **Chair returned the meeting to public session to hear resolutions.**
Item b) [Cllr Brennan proposed that the Council appoint MR S. Park as a Self-employed cleaner for the toilet block in Drewsteignton on an initial 3month contact with the option to extend by mutual agreement following confirmation of Public Liability insurance cover, seconded Cllr Rowe. All in Favour – Motion Carried. \(RR2021/097\)](#)

Power to spend: Public Health Act 1936 S.87 Budget: Running Costs/WCs

Item d) [Cllr Ridgers proposed that the Council appoint ME Garden Maintenance to carry out the maintenance of the Drewsteignton Village Garden as per quote for the 2022-23 year, seconded Cllr Redman All in Favour – Motion Carried. \(RR2021/098\)](#)

Power to spend: Open Spaces Act 1906 S.10 Budget: Running Costs/Village Garden

There being no other items the Chair closed the meeting at 8.53pm.

Appendix A: Financial Schedule including Bank Reconciliation.**Pre-approved Payments for information:**

Payment Ref	Amount	Payee	Details	Power	Funding Source	Approval RR & Minutes.
PM2022/072 (01/03/2022)	£15.00	EDF Energy	EDF DD for Toilet Block	Public Health Act 1936 S.87	Running Costs/ WC(gen)	RR2021/042 E7.8.21 a)
TOTAL	£15.00					

Payments for Authorisation/(Retrospective) approval:

Payment Ref	Amount	Payee	Details	Power	Funding Source
PM2022/067	£12.00	Whiddon Down Village Hall	January Hall Hire	LGA 1972 S.111	Admin/Hall Hire
PM2022/068	£74.00	Parish Mag Printers	February Edition Parish Post	LGA 1972 S.142	Admin/Parish Post
PM2022/069	£84.95	(Source for Business reimbursement) Alice Turner	Water to Toilets (10.09.21-31.12.21)	Public Health Act 1936 S.87	Running Costs / WCs Gen
PM2022/070	£68.71	Alice Turner	Expenses February 2022	LGA 1972 S.111 & S.112	Staff costs/ Office Exp. + Staff costs/staff costs
PM2022/071	£384.14	Alice Turner	Salary January 2022	LGA 1972 S.112	Staff costs/staff costs
TOTAL	£623.80				

Monies held as Reserves after payments& Virements:

Amount	Details
£1,500.00	Election (Earmarked Reserve)
£568.13	Lengthsman (Earmarked Reserve)
£2,752.30	Major Assets Fund (Earmarked Reserve)
£890.38	DAAT night landing light (Earmarked Reserve)
£2,263.60	Asset Maintenance Fund (Earmarked Reserve)
£3,543.53	Council Contingency (General Reserve)
£1,500.00	Grants & Donations (Earmarked Reserve)
£650.00	Toilet Block Fund (Earmarked Reserve)
£13,667.94	TOTAL

Bank Situation:

Bank Total as of 28th January 2022	£23,571.85
Payments Pending	£1,314.63
Plus Receipts not in bank total	£0.21
Less Money in reserves	£13,667.94
Available Balance	£8,589.49

Signed as a true record: Peter BrennanPrinted: Cllr. P. Brennan, Date: 21st March 2022