

Drewsteignton Parish Council.

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Draft: Minutes of the Parish Council meeting held on Monday 19th of June at 7.30pm in Drewsteignton Village Hall.

Present: Peter Brennan (Chair), Andrew di Battista, Ian Rowe, Julie Macey & John Redman.

Also in attendance: Louise Butler (Clerk), Alice Turner (Outgoing-Clerk), Borough Cllr Steve Guthrie & 1 member of the public.

BUSINESS TRANSACTED.

1.6.23: Welcome.

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

2.6.23 Co-option Vacancies –Whiddon Down & Crockernwell (Chair)

One candidate showed interest for Whiddon Down position

3.6.23 Apologies for absence:

Resolution to approve apologies (with reasons) made prior to the meeting.

Apologies had been received from Cllr Ridgers & Cllr Imrie (prior commitments).

Cllr Redman proposed that apologies from Cllr Ridgers & Cllr Imrie (prior commitments) be approved, seconded Cllr di Battista. All in Favour – Motion Carried. (RR2023/021)

4.6.23: Minutes of the Last Meetings. [Minutes available on the website.](#)

Cllrs to consider the approval of Minutes of the meetings held 15 May 2023.

Cllr Brennan proposed that the Minutes of the meeting held on Monday 15th May 2023 (Annual Council Meeting) be signed as a true and accurate record, seconded Cllr Rowe. All in Favour – Motion Carried (RR2023/022)

5.6.23: Declarations of Interest.

Cllrs are invited to declare any interests they may have in items on this agenda, including the nature of the interest. Cllrs are reminded of their responsibility to keep their Register of Interests updated. Cllr Brennan declared a Disclosable Pecuniary Interest in 8.6.23 c) as the applicant and property owner.)

Cllr Redman declared a Disclosable Pecuniary Interest in 8.6.23 d) e) as paid contractor for applicant.

6.6.23: Public Speaking Time (max. 3minutes/person. Session time: 10 minutes).

One member of the public was here to observe for future enrolment in the parish council.

7.6.23: To receive reports (if any) from County Cllr. McInnes & Borough Cllr Guthrie.

Cllr Steve Guthrie spoke on his induction to his new council role of ward Cllr sharing his aims for the future he is seeking help from DCC to assist mobility scooter and wheelchair access at the bus stop in Crockernwell (east bound). His initial induction into the workings of WDBC have been very interesting and Steve would welcome correspondence from parishioners on local issues of concern.

8.6.23: Planning (DNPA unless otherwise stated) (Chair):

- a) **[0248/23-Change of use from D1 \(Methodist church\) to C3 \(dwelling\) Methodist Church, Crockernwell, Exeter, Devon, EX6 6NE.](#)**
Cllr Macey proposed that the Council support application 0248/23 due to the building being unsuitable as a dwelling without planning, seconded Cllr Redman. All in Favour- Motion Carried (RR2023/023)
- b) **[0245/23- Change of use from touring to static caravans-Woodland Springs, Drewsteignton, Exeter, Devon, EX6 6PG.](#)**
Cllr Brennan suggested site visit for 30/06/23
- c) **[0243/23-Erection of single storey rear extension-Clifford House, Crockernwell, Exeter, Devon, EX6 6NA.](#)**

Cllr Brennan left the room. Cllr di Battista took the chair Cllr Macey proposed support to be given for application 0243/23 as it is in keeping with the local environment with site only visible by adjoining properties seconded Cllr Redman All in Favour Motion carried (RR2023/024) Cllr Brennan returns.

- d) 0234/23-Conversion of outbuildings to 4 holiday lets and repairs to Ash house-Shilstone Farm, Chagford, Newton Abbot, Devon, TQ13 8JX.
Cllr Redman left the room for Cllrs vote. Cllr Macey proposed Negative response due to lack of impact statement, Dangerous entrance from main highway, and Drainage impact on the environment. Cllr Di Battista Seconded. Four councillors voted in favour of negative response with 1 abstaining (RR2023/025) Cllr Brennan requested site visit on 30/06/23
- e) 0233/23-Conversion of outbuildings to 4 holiday lets and wellness centre-Shilstone Farm, Chagford, Newton Abbot, Devon, TQ13 8JX
Cllr Brennan requested site visit on 30/06/23

9.6.23: Current & New Business

- a) **Retrospective approval for Clerks membership with SLCC £120. (Power to spend LGA 1972 s.143 (1)(b), Budget: Staff Costs & Training (Earmarked Reserve)) (Clerk)**
Cllr Rowe proposed that the Council retrospectively approve the Clerks membership with SLCC at a cost of £120, seconded Cllr Macey. All in favour-Motion carried (RR2023/026)
- b) **Consideration of retrospective approval of purchase of The Clerks' Manual 2023 at a cost of £52.30 inc. P&P & VAT. (Clerk)**
Cllr Macey proposed that the council retrospectively approve the purchase of the clerk's manual at a cost of £52.30 seconded Cllr Di Battista All in favour-Motion carried. (RR2023/027)
- c) **Consideration of approval for Clerks attendance on the DALC "induction to local councils" eLearning course cost £16 +vat (Clerk)** Cllr di Battista proposed the clerk's attendance on the eLearning course with a cost of £16. + vat Seconded Cllr Rowe All in favour Motion carried. (RR2023/028)

10.6.23: Finance (Documents as Presented) (Clerk)

- a) **To consider approval of the financial schedule.**
The Clerk presented the Financial schedule
Cllr Rowe proposed that the Council approve the financial schedule as presented, seconded Cllr de Battista. All in Favour – Motion Carried (RR2023/029)

11.6.23 Clerk & Cllr Reports & items for future agendas: This is not for discussion/decisions.

- a) **Clerk: Update on Handrail from Knowle Lane.**
Outgoing clerk Alice Turner updated Cllrs on email to Josh Silitoe (neighbourhood highways officer) With hope for hand rail to be sanded down to be made safe for use.
- b) **Cllr di Battista updated council on Footpath and Bridleway management in the Drewsteignton area he will follow up with a list of work that is required. Then report it to Dartmoor authority and WDBC**
- c) **Cllr Rowe advised council that the Whiddon Down village hall Agm was to be held the following week. He also updated on a caravan that had been parked in Whiddon down for a sustained period of time and has now been asked to moved outside of the area.**

12.6.23: Confirmation of the next Council meeting: Monday 17th July 2023 at 7.30pm at Drewsteignton Village Hall - Any changes will be posted on the Website.

13.6.23: 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 Rowe . All in Favour – Motion Carried. (RR2023/030)
The Clerk reported that the Audio recording had been stopped.
- b) **Parishioner Correspondence – to discuss correspondence received. (Chair/Clerk)**

- 1013 -

Meeting date: 19-06-2023.

Initialled as a correct record: _____

Contains information restricted by GDPR.

- c) **To discuss ongoing situation regarding the Deed of Surrender from Trustee of the Drewsteignton Playing Fields Association (Chair/Clerk)**

Contains commercially sensitive information.

- d) **To discuss Clerks Contract of Employment & ongoing support (Chair)**

Contains Sensitive Employment Information

- e) **Chair to return the meeting to public session to hear resolutions.**

Item b) No public correspondence was received at this time.

Item c) Correspondence with Wollens solicitors to continue with new contact information to be forwarded to the relevant solicitor. Action Clerk

Item d) ongoing support confirmed by Cllr Brennan for outgoing clerk Alice Turner to hold 8 hours of future support for in coming clerk Lou Butler

There being no further business the Chair Closed the Meeting.

Signed: _____ **Date:** _____

DRAFT

Financial Schedule					
Payment Ref	Amount	Payee	Details	Power	Funding Source
PM24/021	£1.00	EDF Energy	EDF DD for Toilet Block	Public Health Act	Running Costs/
PM24/022 (18/06/2023)	£20.00	EDF Energy	EDF DD for Playing Field	Public Health Act 1936 s.234	Running Costs/Playing Field
TOTAL	£21.00				

Payments for authorisation/(Retrospective) Approval

Payment Ref	Amount	Payee	Details	Power	Funding Source
PM24/015	£74.00	Parish Mag Printers	Parish Post - June 2023	LGA 1972 S.142	Admin / Parish Post
PM24/016	£30.00	Whiddon Down Village Hall	Hall Hire May 2023	LGA 1972 S.111	Admin / Hall Hire
PM24/017	£633.85	Alice Turner	Salary & Overtime June 2023	LGA 1972 S.112	Staff Costs / Salary & costs
PM24/018	£243.43	Louise Butler	Expenses June 2023	LGA 1972 S.111 & S.112 S.143	Staff Costs: Office Expenses and SLCC
PM24/019	£148.88	Louise Butler	Salary & Overtime June 2023	LGA 1972 S.112	Staff Costs / Salary & costs
PM24/020	£10.00	Drewsteigton Village Hall	Hall Hire March 2023	LGA 1972 S.111	Admin / Hall Hire
TOTAL	£1,140.16				

Monies held as Reserves (after payments)

Amount	Details		
£1,500.00	Election (Earmarked Reserve)	Bank total as of 01/06/2023	£28,366.94
£568.13	Lengthsman (Earmarked Reserve)	Payments Pending	£2,603.04
£4,202.30	Major Assets Fund (Earmarked Reserve)	Plus Receipts not in bank total	£0.00
£532.36	DAAT (night landing light) (Earmarked Reserve)	Less Money in reserves	£20,370.61
£3,263.20	Asset Maintenance Fund (Earmarked Reserve)	Available Balance	£5,393.29
£3,543.53	Council Contingency (General Reserve)		
£1,000.00	Grants & Donations (Earmarked Reserve)		
£3,530.29	Toilet Block Fund (Earmarked Reserve)		
£1,859.35	Staff Costs & Training (Earmarked Reserve)		
£371.45	Admin Costs (Earmarked Reserve)		
£20,370.61	TOTAL		

RECEIPTS for Info.

Payment ref	Payment method	Details	Amount
PR24/006	Cash deposit	Honesty Box	£75.62
TOTAL:			£75.62