

# Drewsteignton Parish Council.

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## **Draft Minutes for meeting of Drewsteignton Council that took place on Monday 18<sup>th</sup> September 2023 at 7.30pm at Whiddon Down Village Hall.**

**Present** Peter Brennan, (chair) Andrew Di Battista, Ian Rowe, John Redman, Laurance Bennie, Anna Imrie, and Julie Macey.

**Also present,** Lou Butler (clerk) and one member of the public.

**An audio recording was taken from Item 1.9.23 onwards to assist with taking the Minutes. This was deleted after the completion of these minutes.**

### **Business Transacted**

#### **1.9.23: Welcome.**

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.

#### **2.9.23 Co-option Vacancy –Crockernwell (Chair)**

The chair informed the council that the position of Cllr for Crockernwell was still available and that he had been actively seeking to fill the position.

#### **3.9.23 Apologies for absence:**

Apologies received in advance of meeting from Cllr Guthrie and Cllr Ridges both with prior work commitments. [The apologies were proposed by Cllr Rowe and seconded by Cllr Di Battista all in favour motion carried RR2023/36.](#)

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

Cllrs considered the approval of minutes of the meetings held Monday 17<sup>th</sup> July 2023

And the extra ordinary meeting held on Friday the 8<sup>th</sup> September Cllr Brennan signed to approve it was an accurate record of the meetings

#### **5.9.23: Declarations of Interest.**

Cllrs were invited to declare any interests with regards to items on the agenda. Declarations were declared by Cllr Rowe as a neighbour to planning permission for Hob house, and Cllr Redman for neighbouring Shilstone farm

#### **6.9.23: Public Speaking Time (max. 3minutes/person. Session time: 10 minutes).**

One member of the public came to speak about his planning permission at the Former stables, Drewsteignton. The applicant expressed his wishes to convert the barn to affordable housing. He was questioned with regards to access for materials and replied that they will be using most of the materials already in place. Cllrs arranged a site visit for the 6pm on Friday 22<sup>nd</sup> September. With extra ordinary to follow at 18.30 all Cllrs available to attend.

#### **7.9.23: To receive reports if any from County Cllr. McInnes & Borough Cllr Guthrie.**

No reports received

#### **8.9.23: Planning - Click on the application to view the planning documents. (Chair)**

- a) [0377/23 Hob house. EX6 6PF Listed building consent. Alteration to roof. 09/10/23](#)
- b) [0376/23 Hob House EX6 6PT Full planning permission. Alteration to roof 9/10/23](#)

Cllr Redman discussed the plans and proposed a positive response with the view of the planning not effecting any neighbouring properties or being visible from any surrounding area. Cllr Macey seconded the motion and all were in favour with one abstention as previously declared. Motion carried RR2023/37

c) 0388/23 Former Stables Hillmorhayes EX6 6QR Full planning for conversation of former stable into affordable dwelling 13/10/23

Site meeting already arranged.

d) 0405/23 Shilstone Farm.TQ13 8JX.Full Planning. Conversion of the garage to provide mixed use residential and holiday accommodation. Conversion of the stables to provide storage for machinery, laundry and dry storage, as well as staff facilities. Proposed swimming pond on the site of the upper menage and roof mounted solar PV array on the existing carport 26/10/23

e) 0406/23 Shilstone Farm. TQ13 8JX listed building consent for above 26/10/23

Cllrs discussed new planning application for Shilstone that had been uploaded on the day of the meeting. Cllrs looked at previous application for conservation officers report without success and requested clerk to locate copy of this plus arrange new site visit for all Cllrs and Cllr Guthrie on the 29<sup>th</sup> of September 2023.

### 9.9.23 Highway matters

- a) Cllr Brennen advised the council that the MVAS camera that they jointly own with Sticklepath parish has become unavailable now due to a fault. On contacting the warranty company for the camera, they have informed Cllr Brennen that the warranty will need reinstating till 2026, at a cost of £872.92 the Cllrs agreed to pay half the warranty amount with Sticklepath paying the other half. **Cllr Brennen proposed the payment of £436.46 for the 3-year extended warranty Cllr Bennie seconded all in favour motion carried RR2023/38**
- b) Cllr Macey had received correspondence in regards to white markings in Drewsteignton with the need for them to be repainted outside a number of properties to avoid conflict over parking. Cllr Redman informed the council that he had contacted Devon highways about the matter and it was repaired on a rotational basis. **Action Clerk asked to contact Devon highways to see if Drewsteignton was close to being at the top of the rotation, and if not advise the homeowner of alternative options e.g., contractors in line marking.**

### 10.9.23: Current & New Business

- a) Cllr Brennan updated the council on the defibrillator for Crockernwell they have completed the work to receive electric from national grid. Plus funded the initial costs of the project. Cllr Brennen also applied for a community fund grant from Cllr Guthrie and the Lottery fund. He had received confirmation of a £200 grant from Cllr Guthrie. He then thanked the clerk for her work to secure an unmetered connection from Scottish southern electric.
- b) The clerk updated the council on the toilet block in Drewsteignton, it is currently owned by the National Trust. But has a current lease to 3 trustees in place. National Trust are willing to start a new lease with Drewsteignton parish council. But they will need a deed of surrender from the previous tenants. The toilet block is currently in a state of repair that isn't acceptable, but the council aren't currently in the position to repair it until it is handed over to them. Cllrs instructed clerk to try and get death certificates for the 2 deceased trustees and Cllr Macey would find contact information for the 3<sup>rd</sup>. **Action Clerk then to draw up deed of surrender from template.**
- c) Drew Arms update from the chair, with a leaflet being distributed that week for a pop-up pub on the 29<sup>th</sup> of September the chair was happy to inform the council that the current pledge page had reached an impressive £300k at that stage. With a business plan now available to review online and positive communications with the current owners of the building.
- d) Clerk informed the council that the goal post purchase for the playing field had gone ahead and they would be received at the beginning of October and the asset register had been updated accordingly.

### 11.9.23: Finance (Clerk)

Please see below

Clerk explained that she still didn't have access to the bank account and required 2 signatories to fill in an online form. **Action Cllrs requested clerk to look into costs from south west water in regards to the playing fields estimated usage.**

### 12.9.22 Clerk & Cllr Reports & items for future agendas:

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

- a) Clerk clarified current direct debit instruction for EDF. Original DD was set to low and not covering standing charges for either locations clerk will continue talking to EDF to bring down new set charges to a lower rate.

### 13.9.23: Confirmation of the next Council meeting:

The next meeting will be on Monday 16<sup>th</sup> October 2023 at 7.30pm at Whiddon Down Village Hall.

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

### 14.9.23: Confidential matters (PART II) Public Bodies (Admission to Meetings) Act 1960 s1

(2)

- a) **Deed of surrender for the playing field legal costs involved £490 + vat Cllr Brennen proposed and Cllr Rowe seconded the payment of legal costs to woollen solicitors All in favour. Motion carried RR2023/39**
- b) **Transfer of bank account contact details**
- c) **Essential clerk training with DALC Cllr Brennen proposed cost of clerk training for £76.00 seconded by Cllr Di Battista All in favour Motion carried RR2023/40**

<u>Financial Schedule</u>	<u>Sep-23</u>					
<u>Payment Ref</u>	<u>Amount</u>	<u>Payee</u>	<u>Details</u>	<u>Power</u>	<u>Funding Source</u>	<u>Approval RR &amp; Mins ref.</u>
PM24/041	£128.00	EDF Energy	Electric for WC's	Public Health Act 1936 S.87	Running Costs/WC(gen)	RR2021/042 E7.8.21 a)
PM24/040	£354.00	EDF Energy	Electric to Playing field/DAAT light	Public Health Act 1936 s.234	Running Costs/playingfield	RR2021/042 E7.8.21 a)
<b>TOTAL</b>	<b>£482.00</b>					

### Payments for Payments for Payments for authorisation/(Retrospective) Approval

<u>Payment Ref</u>	<u>Amount</u>	<u>Payee</u>	<u>Details</u>	<u>Power</u>	<u>Funding Source</u>
PM24/029	£72.34	Source for business	Water bill playing field	LG(MP)A 1976 S.19	Running costs/playing field
PM24/030	£76.51	Source for business	Water bill Toilet block	LGA 1972 S.112	Running costs/WC
PM24/031	£34.95	Land registry	Playing field land reg info	LGA 1972 S.111	Admin / Hall Hire
PM24/032	£29.95	Legalo	Legal document	LGA 1972 S.111	Admin/IT costs
PM24/033	£415.71	Louise Butler	Salary & Overtime Aug 2023	LGA 1972 S.112	Staff Costs / Salary
PM24/034	£985.00	The soccer store	Goal Posts	LG(MP)A 1976 S.19	Grant
PM24/035	£21.99	Amazon (toilet rolls)	Toilet rolls	Public Health Act 1936 S.87	Running costs/WC
PM24/036	£13.39	Amazon (soap)	Hand soap	1936 S.87	Running costs/WC
PM24/037	£10.00	Drewsteigton Village Hall	Hall Hire July 2023	LGA 1972 S.111	Admin / Hall Hire
PM24/038	£226.19	Stephen Park	Cleaning Drews WC's	1936 S.87	Running costs/WC
PM24/039	£511.00	Louise Butler	Salary & Overtime Sept 2023	LGA 1972 S.112	Staff Costs / Salary
Total	£3,233.03				

**Signed**

**Date**

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Draft