

Drewsteignton Parish Council.

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Draft Minutes for meeting of Drewsteignton Council that took place on Monday 20th November 2023 at 7.30pm at Whiddon Down Village Hall.

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

Also present, Lou Butler(clerk) and 3 members of the public.

Business Transacted

1.11.23: Welcome.

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

2.11.23 Co-option Vacancy – Crockernwell (Chair)

Chair reminded the council that the vacancy was still open in Crockernwell.

3.11.23 Apologies for absence:

No apologies were raised for this meeting all were in attendance.

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

Cllrs to considered the approval of Minutes of the meetings held 16th October 2023 Cllrs agreed it was a true and accurate reflection of the last meeting. Chair signed.

5.11.23: Declarations of Interest.

Cllr Di Battista declared an interest in planning item 8.11.23 a & b. and will abstain from the vote.

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

The public were invited to speak on issues on this agenda, raise issues for future consideration. The applicant for planning consent number 0459/23 gave the Cllrs an opportunity to ask the questions about the planning.

A parishioner from Drewsteignton raised concerns about traffic speeding through the village. She informed the council that she had conversations with Devon highways without resolution, and was hoping that the council could assist. (see agenda item 9.11.23 d)

Concerns were also raised by a parishioner from Whiddon Down about traffic problems mainly parking at the Bridge at Mill End. **Clerk was asked to contact Highways about both issues.** The same parishioner also spoke about police enforcement at Whiddon down for the “no left turn” junction and the amount of extra hand made signs around the village. **Clerk to contact the police in regards to enforcement and to find the DPC bylaw that is in place for signage in the parish. Before the next meeting.**

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

No reports were received.

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

- a) [0459/23, Knowle Cottage, Drewsteignton, EX6 6QZ, Listed Building Consent, Demolition of single storey extension and proposed two storey extension](#)
- b) [0458/23, Knowle Cottage, Drewsteignton, EX6 6QZ, Full Planning Permission – Householder, Demolition of single storey extension and proposed two storeys](#)
The councillors were informed on the application by Councillor Di Battista, who had visited the property in question on Friday the 17th of November for a site visit on behalf of the council. Cllr Di Battista advised that the part in question wasn't currently in keeping with the surrounding area and that the new plans, which wouldn't be visible from anywhere else but the property, would bring it back in line with the original cottages style. It was also agreed by the Cllrs that the creation of a parking area would benefit the village, by removing vehicles from a what could be dangerous corner.
[It was proposed by Cllr Ridges there should be a positive response to both applications, which was seconded by Cllr Bennie, all in favour. With one Cllr abstaining. Motion carried \(RR2023/49\)](#)
- c) Update on current decisions and pending applications. Chair updated the councillors on the current situation with DNPA with a view that they had received a large number of applications in the last 6 months. With many still pending decisions.

9.11.23: Current & New Business

- a) Census analysis. Chair presented the analysis for the 2021 census. [Please view link Clerk to make available on the website](#)
- b) 2024 budget considerations chair made councillors aware that the budget would be reviewed over the next two months and the Cllrs would be required to put forward budget information at the next meeting. Clerk read correspondence from a resident from Whiddon Down. Who requested that DPC set aside extra monies for pathway clearing on Exeter Road in Whiddon Down. Cllr Ridges suggested we set aside money for signposts for the ward.
- c) Defibrillator update Crockernwell now has a defibrillator! Once power is established at Fingle bridge, there defibrillator will also be installed. Local residents will be receiving training on how to use the equipment.
- d) Traffic calming Drewsteignton. Discussed by parishioner in public speaking [action to be taken by clerk to speak with highways.](#)
- e) Lengthsman for parish council. The Lengthsman has now been in contact and a quote for year 24/25 requested with a hope to add additional duties in Whiddon Down.

10.11.23: Finance and Consideration for approval of purchases.

- a) Adam of Eden tree care. PM24/052 [Cllr Brennan proposed payment of £600 including vat for work on the memorial garden. Cllr Rowe seconded. All in favour. Motion carried \(RR2023/50\)](#)
- b) MVAS gold maintenance plan split with Sticklepath PC, PM24/053. [Cllr Brennan proposed payment of £1047.50 with the understanding that Sticklepath Parish council will pay £523.75 towards the shared maintenance of the device. Cllr Rowe seconded. All in favour. Motion carried \(RR2023/51\)](#)

- c) Retrospective pay review for NALC clerks national services pay agreement. Cllr Brennan proposed new payment rate for clerk from annual pay review. Cllr Ridges seconded. All in favour. Motion carried. (RR2023/52)
- d) Consider approval of financial schedule (attached) Cllr Bennie proposed the schedule was accurate and true reflection of financial situation. Cllr Imrie seconded. All in favour. Motion carried. (RR2023/53)

11.11.23: Confirmation of the next Council meeting: Monday 18th December 2023 at 7.30pm at Whiddon Down Village Hall - Any changes will be posted on the Website.

12.11.23: Confidential matters (PART II) Public Bodies (Admission to Meetings) Act 1960 s1 (2)

- a) Resolution required to move the Council into Part II. Proposed Cllr Brennan seconded Cllr Ridges. All in favour. Motion carried. (RR202354)
- b) Drewsteignton toilet block quotations were discussed with work that needed doing. Cllrs agreed on a contractor and the work that they needed to complete to make the toilet fully functioning again.
- c) Bank account address change. Clerk requested two bank account signatories to complete change of address for the parish council bank account.

Chair closed the meeting.

<u>Financial Schedule</u>	Oct-23				
<u>Payments for Payments for Payments for authorisation/(Retrospective) Approval</u>					
<u>Payment Ref</u>	<u>Amount</u>	<u>Payee</u>	<u>Details</u>	<u>Power</u>	<u>Funding Source</u>
PM24/051	£3,134.00	AED donate	Defibrillators	LGA 1972 S.137	S.137
PM24/052	£600.00	Adam of Eden		Open Spaces Act 1906 S.10	Legthsman
PM24/053	£1,047.50	Maintanence plan	Traffic calming	Highways act 1980,section 274A	S.137
PM24/054	£588.00	Wollens	Playing field deed	LGA 1972 S.137	Playing field
PM24/055	£10.00	Drewsteignton village hall	Hall hire	LG(MP)A 1976 S.19	Admin/stationary
PM24/056	£23.98	Poppy Wreath	Memorial Wreath	LGA 1972 S.137	Admin/stationary
PM24/057	£697.15	Louise Butler	Salary for November 2023	LGA 1972 S.112	Staff salary
PM24/058	£49.00	EDF toilets	Electric Toilet block edf	Public Health Act 1936 S.87	Running costs/WC
PM24/059	£30.00	EDF Playing field	Electric playing field edf	Public Health Act 1936 S.87	Running costs/playing
Total	£6,179.63				

Signed

Date

RECEIPTS for Info.			
Payment ref	Payment	Details	Amount
PR24/018	bacs	EDF Refund	£1,550.68
Total			£1,550.68

Monies held as Reserves (after payments)			
Amount	Details		
£1,500.00	Election (Earmarked Reserve)	Bank total as of 30/10/2023	£32,263.90
£568.13	Lengthsman (Earmarked Reserve)	Payments Pending	£6,100.63
£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	£5,792.66
£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		

Signed

Date