

NEWTON POPPLEFORD & HARPFORD PARISH COUNCIL

Minutes of the Parish Council Monthly Ordinary meeting on
Monday 19th August 2019 in Newton Poppleford Village Hall at 20.00hrs

ACTION by:

	<p>Present: Cllrs. Burhop (Chair), Dalton (Vice-Chair), Bilenkyj, Carpenter, Chapman, Jeffries, Lee, Lipczynski, Tillotson and Walker (Quorate) Hon. Footpath Warden, Ted Swan Police representative. 8 members of the public incl. Andrew Hallam, speaking on agenda item 19/139. Clerk, Paul Hayward.</p>	
	<p>Chair outlined fire regulations and highlighted emergency exists to public and members of Council.</p>	
	<p>Public Forum: a) Police Representatives. Police report for July provided (also published online) 9 crimes vs 2 in June 2019. Chair thanked PC Lee for attending. b) County Councillor Report Cllr. Wright was not in attendance and had provided no report. c) District Councillor Report Written copy provided and published online as Cllr. Ranger had sent apologies for absence as she had a prior engagement. Chair outlined main topics and highlights. d) P3 / Hon. Footpath Warden Mr. Swan mentioned continued extraordinary growth of weeds and foliage on parish footpaths although it was slowing now. Himalayan Balsam pulling programme had been curtailed due to seeding. Back brook has been cleared as far as possible. Goosemoor Farm appears to have been treated as distinctive purple bloom of the Balsam seems far less evident. Mr. Swan advised that a submission to the parish magazine had been made thanking all volunteers for their assistance. Chair thanked Mr. Swan for his continued assistance and public service in relation to footpaths and rights of way in the parish. e) Public Representations Resident offered upto 15 bird boxes for placement on Council trees in areas under their control. Cllr. Jeffries offered to build more if required. Councillors were in agreement to accept this offer. Clerk: Please liaise and tie-in with Tree Audit planned. Add to OCT agenda for formal ratification of this agreement. With no further representations, Chair closed the Public Forum.</p>	
19/129	<p>Apologies for absence: Cllr. Ranger (conflicting engagement) Noted.</p>	
19/130	<p>Declarations of Interest made / Dispensation Requests: All members present are, by definition, members of the NPPFF Trustee Board and declare a personal interest in that capacity. Cllr. Tillotson was afforded a dispensation * to discuss and vote upon matters pertaining to parish allotments at the Ordinary meeting held 22/7/19. This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of her personal and disclosable pecuniary interests as Allotment Manager. * <i>Localism Act 2011 (s.33)</i></p>	

	Chair proposed that agenda item 19/139 be brought forward for consideration. So resolved.	
19/139	<p>To consider the Council's formal response to Fire Service Delivery consultation:</p> <p>Council received a presentation from a retired firefighter living in the village who clarified that the views given were his personal ones. He explained basis and consequences of potential service reductions as proposed and highlighted how positive fire prevention and proactive education successes had caused these unanticipated service challenges. Lengthy question and answer session from members of Council. It was proposed by Chair, seconded by Cllr. Jeffries, that Council submit a comment to the consultation recognising the need for change as per evidence presented within the reports but expressing concern over potential lack of cover for the parish which was based on purely statistical evidence and did not take into account deviations or extraordinary events which the statistics could not illustrate. Furthermore, it was the view of Council that stations were unlikely to ever re-open once mothballed and closed and therefore an annual review of the data (after such service reductions) would be welcomed to ensure that any deviation from the anticipated outcomes could be addressed rapidly. Chair sought members delegated authority to convey this response to the Fire Authority. Resolved 9/0/1 (RW abstained).</p> <p>Chair thanked Mr. Hallam for attending and giving up this time to present to Council.</p>	
	Chair proposed that agenda items 19/131 be considered as per published agenda. So resolved.	
19/131	<p>To consider and, if thought fit, approve minutes of previous Ordinary meeting held Monday 22nd July 2019:</p> <p>Chair proposed approval of the Minutes of the Ordinary meeting held on 22nd July 2019. Seconded Cllr. Lipczynski. Resolved unanimously and therefore approved.</p> <p>Chair signed the minutes as a true record of that meeting</p> <p><i>Matters arising from these minutes:</i></p> <p>Red Bridge and correspondence with Sir Hugo Swire Venn Ottery planning determination on application from 2016 Goosemoor Farm Himalayan Balsam treatments (P3)</p>	
19/132	<p>To consider and review minutes of previous Planning Committee meeting held Monday 16th July 2019:</p> <p>Noted and reviewed. No matters arising.</p>	
19/133	<p>To consider and review minutes of previous Finance Committee meeting held Monday 16th July 2019:</p> <p>Noted and reviewed.</p> <p><i>Matters arising from these minutes:</i></p> <p>Cemetery wall repairs scheduled for September. DCC bus stop hedge opp. Back Lane. Play gazebo and fencing installation; recovery of capital costs.</p>	
19/134	<p>To consider and review minutes of previous Personnel and Policy Committee meeting held Monday 18th July 2019:</p> <p>Noted and reviewed.</p> <p><i>Matters arising from these minutes:</i></p> <p>Creation of Ethical Policy Draft Allotment Terms and Conditions (see 19/148b)) Policy Review timetable and member involvement.</p>	

19/135	Chair's Announcements / Matters of Urgency: None	
19/136	Chair's statement on recent EDDC Development Management Committee decision regarding 18/2608/OUT; King Alfred Way: Chair outlined events and outcome of the recent DMC hearing. Clerk reported that Planning Inspectorate had declined to upgrade the appeal to a public enquiry, leaving it to be considered on written representations only. Council will be updated as and when developments warrant.	
19/137	<p>Planning</p> <p>a) Applications received for consideration;</p> <p>i) 19/1631/FUL – Faldonside, Tipton St John. EX10 0AJ Raising Roof of garage and constr. front and rear dormers. <i>It was proposed by Chair, seconded by Cllr. Lipczynski, that Council support this application. Resolved unanimously.</i></p> <p>ii) 19/1739/FUL – Berwood, Exmouth Rd, NP. EX10 0BE Construction of front and rear single storey extensions. <i>Members of Council had undertaken a site visit beforehand.</i> <i>It was proposed by Chair, seconded by Cllr. Tillotson, that Council support this application. Resolved unanimously.</i></p> <p>iii) To ratify decision for 19/1526/FUL - Brookdene, NP. EX10 0DR Constr. of replacement garage and 1st floor annexe. (amended) <i>A site visit had been undertaken by members beforehand.</i> <i>It was proposed by Chair, seconded by Cllr. Walker, that Council supported this application. Resolved unanimously.</i> Clerk: Please submit decision to Planning Officers at EDDC.</p> <p>b) Tree Matters; Clerk confirmed that he and former Councillor Anita Kemp would be undertaking this review shortly.</p> <p>c) Determinations/Decisions; As per published agenda and detailed on website.</p> <p>d) Appeal Matters; 18/2608/OUT – Land south of King Alfred Way, Newton Poppleford. <i>This matter had been covered under agenda item 19/136.</i></p> <p>e) Planning Correspondence: Councillors considered the SEDHRP Visitor Management Plan consultation document. Chair advised that there was a public event scheduled for 17th October and it was agreed by members to ask a representative to attend the Ordinary meeting in October to talk to Council about the proposals. Clerk: Please note and correspond with SEDHRP accordingly.</p> <p>f) To consider Council's policy for future planning site visits: After discussion on this subject, and the criteria to be applied before such visits were undertaken (mindful of members other personal commitments), it was agreed to reform the Planning Committee. The following Councillors put their names forward: Bilenkyj, Carpenter, Dalton, Jefferies, Lipczynski and Walker. It was agreed that Council would delegate, to that committee, the responsibility for deciding when a site visit was necessary or justified. Clerk was also directed to only notify members of Council as to new planning applications when the documents had been uploaded to EDDC website. <i>All recommendations/appointments proposed by Chair. Resolved.</i></p>	

19/138	<p>Financial Matters</p> <p>a) To consider and review Financial Reports for August 2019. Noted and reviewed. Chair outlined key areas of expenditure and explained larger transactions. Clerk confirmed that he understood that 2nd tranche of precept would be paid in September rather than October.</p> <p>b) Questions from members to RFO on these reports. No questions.</p> <p>c) To consider and, if thought fit, to approve payments for August 2019. It was proposed by Chair, seconded by Cllr. Jefferies, that payments in the sum of £13441.87 (as published online on the Council's website) be approved for payment but noting that three payment amounts were – as yet - unknown. Resolved unanimously. RFO: Please arrange for these payments to be processed and duly authorised.</p> <p>d) To consider expenditure under delegated authority. <i>None</i></p> <p>e) To delegate to RFO authority to create and seek approval for any payments due in August but not yet known at the time of the approval of the payments (c, above). RFO outlined what these payments were expected to be. Chair proposed, seconded by Cllr. Jefferies, that RFO be given this delegated authority subject to pre-approval by two Councillors and ratification at the next Ordinary meeting scheduled for October. Resolved unanimously.</p> <p>f) To delegate to RFO authority to create, and seek approval for, any payments due in September as per Council's extant Financial Regulations. RFO outlined what these payments were expected to be. Chair proposed, seconded by Cllr. Lee, that RFO be given this delegated authority subject to pre-approval by two Councillors and ratification at the next Ordinary meeting scheduled for October. Resolved unanimously.</p> <p>g) To consider award of a Grant of Benefit to Trustees of Harpford Hall in respect of planning consent fees for that building. <i>Cllr. Dalton declared a personal interest as a Trustee of Harpford Hall.</i></p> <p>i) At Clerk's suggestion, it was proposed that Council approve the principle that the Parish Council make the application on behalf of the trustees to take advantage of lower planning fees. Proposed by Chair, seconded Cllr. Bilenkyj. Resolved 9/0/1 (LD abstained).</p> <p>ii) It was proposed by Cllr. Tillotson, seconded by Cllr. Lee, that Council approve a Grant of Benefit (value £117) to the Trustees of the Harpford Hall in this respect, subject to the completion of the Grant Application form. Resolved 9/0/1 (LD abstained). RFO: Please note and action accordingly.</p> <p>h) To consider application from NPPFF for grant assistance of £1000 towards Pavilion repairs and refurbishment. Finance committee had considered this matter on the 15th August and had recommended a reduced award of £500 to conform to the existing grant policy. It was suggested that the trustees of NPPFF make a further grant application later this year which could be considered and included in the Parish budget for 2020-21. It was proposed by Cllr. Dalton, seconded by Cllr. Tillotson, that this reduced grant award be approved. Resolved unanimously. RFO: Please notify NPPFF Trustees of the award and arrange to pay as per extant Grant Policy.</p>	
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	Business to be considered:	
19/140	<p>To consider membership of the WC Working Party: Cllrs. Dalton, Tillotson and Walker volunteered. So approved. Clerk: please arrange an inaugural meeting of the working party when plans and figures were available as per previous resolutions. The working party to report back to the Full Council with findings and recommendations.</p>	
19/141	<p>To consider forthcoming community events and to propose formal arrangements for same: <i>Cllr. Lee declared a pecuniary interest in this matter and withdrew from discussion and did not participate in vote.</i> After lengthy discussion regarding the financial aspects, and receipt, of concessionary income, it was proposed by Chair, seconded by Cllr, Jefferies, that an approach be made to those parties previously providing the hot food and alcohol concessions that they continue to provide these services, but subject to a concession fee of £200 being paid to the NPPFF who host the event on the playing fields. The Parish Council would still be responsible for ticket receipts. Resolved 6 for, 3 against. RFO: Please liaise with Chair to make the approaches as resolved. It was confirmed that a Fireworks Event meeting would be held on 29th August as previously arranged. Chair to update members on the outcome of these approaches at that time.</p>	
19/142	<p>To consider matters pertaining to Highways and to agree wording of letter to DCC Highways department outlining Councils wishes / recommendations and requests: After much debate, and revision of the draft letter to incorporate a reduced speed limit from Halfway House into the village of 50mph to allow for the further reduction in the village of 30mph together with additional road signage to warn of the concealed entrance to Venn Ottery Road when approaching from Exmouth and Exeter Road, it was proposed by Chair, seconded by Cllr. Jefferies, that the substantive letter be sent to DCC Highways, and copied to Cllr. Wright (DCC Ottery). Resolved 9/0/1 (LD abstained).</p>	
19/143	<p>To consider replacement of post and rails at Kirbys: i) It was proposed that Council formally seek a licence from DCC to take on the day-to-day responsibility for the planted area outside of Kirbys adjacent to the A3052 highway. Proposed Cllr. Walker, seconded Cllr. Tillotson. Resolved unanimously. Clerk: Please liaise with DCC Highways Officer to arrange asap. ii) It was proposed by Cllr. Lee, seconded by Cllr. Tillotson, that Council seek quotations for the repair / replacement of the posts and rails along this planted area and bring these back to Finance Committee for their review. Additionally, an application to be made to DCC Cllr. Wright for assistance from the Locality Fund towards this work (given that it is still under the general responsibility of the CC). Resolved unanimously. Clerk: Please liaise with contractors to obtain quotations. Please also liaise with Cllr. Wright to make the necessary applications to her Locality Fund within deadlines published.</p>	
19/144	<p>To consider request for alteration of Street Trading dates for Back Lane Tennis Court Car Park: It was proposed by Cllr. Lipczynski, seconded by Cllr. Lee, that an additional evening session be approved. Resolved 9/0/1 (Cllr. Bilenkyj abstained). Clerk: Please notify concession holder.</p>	

19/145	Correspondence received, not already circulated to members: Invitation to Ottery St Mary Health and Care Forum meeting on 25 th September 2019. Chair encourage members to attend if they were able. 6.30pm till 7.30pm.	
19/146	Date and time of next meeting: The next meeting of council will be on Monday 14 th October 2019, at 8.00pm at the Newton Poppleford Village Hall, this being an Ordinary Meeting of the Council. The meeting is held 2 weeks earlier than usual due to conflicting member engagements. There is no scheduled meeting of the Council in September.	
19/147	It was proposed that, under the provisions of the Public Bodies (Admission to meetings) Act 1960, as amended by Local Government Act 1972, the public (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed. Proposed by Chair, seconded by Vice-Chair. Resolved unanimously. <i>All members of the public left the room at this point.</i>	
19/148	Matters to be considered in committee: a) To consider Council revenue from website advertising. It was proposed that there be no further charges applied for existing advertisements, this being a community service offered by the parish council and hosted on its public access website. b) To consider revised draft Allotment Terms and Conditions & Regulations. <i>Cllrs. Lee and Tillotson declared personal interests; Cllr. Tillotson also declared a pecuniary interest but has a dispensation to partake in discussions and to vote on such matters.</i> Further amendments were suggested and reviewed. Additional amendments made and substantive document / policy proposed for adoption by Chair, seconded by Cllr. Jefferies. Resolved 8/0/2 (AL and MT abstained).	
	<i>With no further business to discuss, Chair closed council meeting at 10.30pm.</i>	

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Signed as a true record of the meeting above:

Chair: _____ Date: _____