

# NEWTON POPPLEFORD & HARPFORD PARISH COUNCIL

Minutes of the Parish Council Ordinary meeting on  
Monday 27<sup>th</sup> February 2017 in the Village Hall at 20.00hrs

**ACTION by:**

	<p><b>Present</b> Cllrs. Jeffery, (Chair), Downen, Kemp, Lipczynski, Ranger, Tillotson Walker &amp; Zirker. Paul Hayward, Clerk, PCSO S. Blanchford-Cox and members of the public.</p>	
Public Forum	<p><b>Matters Arising for consideration / future discussion:</b> Tree and Bench donation for Venn Ottery village green. Ditches in Venn Ottery requiring attention. Venn Ottery Green hedge / post &amp; rail issues to be addressed. Maintenance matters at Pavilion. Healthcare provision in parish. Public speaking arrangements. Bridleway repairs / P3 maintenance. Wooden Gate at Pavilion Tennis Court entrance.</p> <p><b>Police Report</b> PCSO Steve Blanchford-Cox. Recorded crime; 3 in January '17 and 1 in February 2017. Thefts from vehicles is a problem currently. Instances of Fly-Tipping. SpeedGun exercises being arranged. Inconsiderate parking by School. HJ liaising with School Travel Plan.</p> <p><b>County Councillor Channon</b> Outlined DCC precept increase 4.99% incl. 3% social care surcharge. Highways Officers changing around Devon. Helen Selby returning to NPH. Additional funding for rural roads, and ditches and gullies. Bus Shelter to be moved from bridge to Lower Way, replace with a bus stop. Discussion re: ditches all around parish. Clerk to progress with DA. Mapping of all ditches within parish required.</p> <p><b>District Councillor Ranger</b> King Alfred Way Appeal upheld. BUAB revision proposed via EDDC Villages Plan. Final consultation in early March New consultation Greater Exeter Strategic Plan (GESP) running upto 2040. Includes a call for development sites. Council to consider at March meeting. Clerk to note. <b>Clerk to place links on website, highlighting end date 10/4/17.</b></p> <p><b>P3 Warden report</b> Footpath 11 cleared, Harpford Woods. Tree blockage gone. Bridleway 37 at Quarry. Thanks to all concerned regarding clearance and maintenance. Inappropriate use by motor vehicles in evidence. Council to consider additional signage via DCC to highlight misuse. <b>Mr. Swan to liaise with Clerk re: 2017/18 P3 funding / surveys.</b></p>	<p><b>Clerk</b></p> <p><b>DZ</b> <b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>HJ</b></p> <p><b>Clerk</b> <b>Clerk</b></p> <p><b>March</b> <b>Agenda</b></p> <p><b>Clerk</b></p>
201	<p><b>Apologies for absence</b> Cllrs. Burhop and Coppell</p>	
202	<p><b>Declarations of Interest</b> Cllr. Downen declared a personal interest in planning application 17/0123/VAR as a close neighbour of one of the applicants.</p>	

203	<p><b>Minutes</b> Cllr. Walker proposed adoption of Minutes of the Ordinary meeting held on 30<sup>th</sup> January 2017. Seconded Cllr. Ranger. 6/0. So adopted</p> <p>Cllr. Jeffery proposed adoption of Minutes of the Planning meeting held on 20<sup>th</sup> February 2017. Seconded Cllr. Ranger. 7/0. So adopted</p>	
204	<p><b>Chairman's Announcements</b> Cllr. Jeffery had attended a quarterly meeting of Otter to Exe parish network group. Will also be attending further meetings regarding road safety at school.</p>	
205	<p><b>Planning</b> <b>a) Applications received for consideration.</b> 17/0320/VAR Old Southerton House. Variation of Conditions 2&amp;5. <b>Council Supports. Prop. Cllr. Jeffery. Secnd. Cllr. Kemp. 8/0/0</b> 17/0123/VAR April Cottage, Harpford. Variation of Conditions 2&amp;5 <i>Cllrs. Downen and Kemp both declared personal interests.</i> <b>Council is unable to either support or object to this application as it does not possess the technical expertise to comment in respect of the complex nature of the development and the building control issues in relation to the excavation of the proposed swimming pool and the effects of the soil displacement onsite. Council wishes to refer this matter to EDDC Planning and seek their assurances that all regulated works will be carried out in accordance with their directions and conditions with no deviation from those approvals and permissions.</b> <b>Prop. Cllr. Jeffery. Secnd. Cllr. Walker. 6/0/0 (Cllr. Kemp and Downen did not participate in vote)</b> <b>b) Applications received after deadline for agenda.</b> 17/0322/FUL The Burn, Burrow Lane, NP. Replacement Garage <b>Council Supports. Prop. Cllr. Walker. Secnd. Cllr. Lipczynski. 8/0/0</b> <b>Clerk to convey these comments to EDDC Planning dept.</b> <b>No items to consider under c) to g) inclusive.</b></p>	Clerk
206	<p><b>Financial Matters for Consideration</b> <b>a) No financial reporting currently available.</b> <b>b) Payments to be approved as previously circulated.</b> <b>Proposed Cllr. Jeffery. Seconded Cllr. Lipczynski. 7/0/0.</b> <b>Approved (Cllr. Kemp erroneously participated in vote but was also a recipient within payment schedule. Her retrospective declaration was received by Clerk)</b> <b>c) Expenditure under Chairman's delegated authority.</b> £150 for safety repairs to WC at School Lane Car Park. <b>d) Requests for financial assistance. NONE</b> <b>e) Update on Grant Applications made.</b> Decision likely to be made by 23/3/17. Parishes Together Fund continues at £1.10 per elector 2017/18.</p>	
207	<p><b>To note that a Casual Vacancy exists in Newton Popleford ward</b> Notice of a Casual Vacancy was posted 17<sup>th</sup> February and expires 9<sup>th</sup> March. Clerk outlined procedure. Costs of election discussed. <b>Clerk to enquire of Returning Officer if and when by-election called.</b></p>	March Agenda

208	<b>To consider provision of public toilet facilities in parish.</b> Facilities have been vandalised recently. Repairs are underway to bring back to safe condition. Cllrs. and Clerk have met officers at EDDC to discuss long-term plans.	<b>March Agenda</b>
208 (continued)	Approval has been given in principle for future refurbishment by Donna Best at EDDC subject to specification submission. It was resolved that Cllrs. Jeffery, Ranger, Walker and Zirker form a Working Party to consider the best way forward and report back to council with findings / recommendations. <b>Clerk to arrange meeting. Clerk to also arrange quotations for Floor Anti-Slip works.</b>	<b>Clerk</b>
209	<b>To consider date for next Finance Committee meeting.</b> It was agreed that members would meet on 9 <sup>th</sup> March 2017, time and venue to be agreed between members available to attend. <b>Clerk to convene, issue agenda and publicise according to statutory requirements.</b>	<b>Clerk</b>
210	<b>To consider heating at Surgery building, off School Lane car park</b> Building may only have 2/3 years of use left in light of other pending developments. Waiting room heater has ceased to work. Second heater in Practice room is of same age and condition. Members resolved to instruct Clerk to contact electrician and obtain quotes for suitable electrical heating units with 7-day timer and frost protection. <b>Clerk to arrange access to building and liaise with electrician to produce quotations. In addition, Clerk to contact Electricity Supplier to assess current contract provision.</b>	<b>Clerk</b>
211	<b>To consider arrangements for retirement of former Clerk</b> David Atkins is due to retire at end March after 24 years service (since 1993). It was proposed that a suitable function be arranged for the 8 <sup>th</sup> April at the Pavilion, with catering. Cllr. Zirker offered to arrange with Cllr. Walker. Costs to be provided to Council in March for approval. The issue of donations / parish council contribution was discussed. <b>Cllr. Zirker to forward draft guest lists to council members.</b> Cllrs. Jeffery and Ranger will undertake a Staff Exit interview as per contract. It was proposed by Cllr. Jeffery and seconded by Cllr. Downen that the dated computer and office equipment used by the former Clerk be gifted to him upon his retirement, subject to any data being transferred or erased. <b>Clerk to make necessary arrangements.</b>	<b>March Agenda</b>  <b>Clerk</b>
212	<b>Neighbourhood Plan update</b> Devon Communities Together are presently analysing data from questionnaire and hope to have report prepared by end of February.	<b>March Agenda</b>
213	<b>Progress with NPHPC Action Plan</b> Matter deferred until March to allow Clerk to update Action Plan	<b>March Agenda</b>
214	<b>Matters considered as urgent by presiding Chairman</b> None raised.	
215	<b>Correspondence</b> Clerk outlined key items received. Written report to follow for future meetings.	
216	<b>Date / Time next meeting</b> 27 <sup>th</sup> March 2017 – 8pm.	
	With no further business to discuss, Chairman closed the meeting at 10.15pm.	

# **NEWTON POPPLEFORD & HARPFORD PARISH COUNCIL**

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Chairman \_\_\_\_\_

Date \_\_\_\_\_