

**Minutes of the Meeting of the Newton Poppleford and Harpford Parish Council held on
Monday 29th June 2015, in the Village Hall at 8.00pm**

Present: - Cllrs Burhop, in the chair. Coppell, Clarke, Kemp, Ranger PC & DC & Zirker.

Apologies: - Cllrs Lipczynsky, Dowen, Murchinson, Jeffery& Tillotson.

In attendance: - D G Atkins (Clerk & RFO), Channon (CC) and 10 members of the Public.

Cllr Burhop welcomed everyone to the meeting explaining it was a long Agenda.

Open Session:- Shan Merritt raised the matter of policies that should now be in place and on the Web and offered to find previous examples. Noted this was in hand with the Personnel & Policy committee. (Clerk).

John Slade spoke on the matter of trees not only dead ones in the old cemetery hedge but also dead branches and overhanging ones on the village green. He and Shan Merritt also referred to the Newsletter and church magazine Tipton Times and Harpford. Noted this was to be considered under the Agenda item.

OPEN SESSION CLOSED

COUNCIL MEETING

Minutes of the meeting held on 21st May 2015. It was agreed that due to further clarification on four points. Cllr Coppell two, Cllr Ranger three and one from the floor, these to be held over to the next meeting.

Declarations of interest. None.

Reports

A) Chairman's

1. Police, no report had been received, the Clerk had sent a reminder, in future minutes and agendas would be sent. Cllr Channon made the point that all parish councils were in the same position which is saddening, however they are holding surgeries in some areas. It was resolved that the Clerk would send a letter to the police commissioner asking them to report in future, plus minutes of the previous meeting & the forthcoming Agenda to encourage attendance. Speed Sign. The meeting was reminded that Cllrs Dowen, Zirker & Coppell had agreed to take the matter forward. It was noted that the clerk was to contact the Officer to arrange suitable days and times to meet. (Before writing, the Officer at Sidmouth sent an E-Mail, as forwarded to members with a response from the Clerk).

2. Action List. This was taken item by item and questions answered. Revised version to be completed and additions added and E-mailed to members (see appendix 2 below).

3. Neighbourhood plan up-date. Emma Coppell. It was reported that consultation events had been held. Steering group now sifting through the responses, for more in depth consideration, and compiling a questionair.another event is planned for the 30th July 2015, attendance at the art society and tennis club challenge days. There would be a community day at the pavilion in September for the public to better understand the plan. Businesses, WI, Football, and other interested parties to be involved. The next meting was noted as to the 2nd July 2015, in the pavilion at 8pm. It was also mentioned that a person was required to run a facebook page. Emma advised the meeting that she would prefer being known as Emma Coppell, to maintain a distinction from her professional work.

B) Clerks.

1. Receipts, Payments & balances, to end of May. The Clerk advised on the blank detail item, this account was for PVM, for the purchase of materials re the toilets. Cllr Coppell asked "What were the purchases for?" The clerk agreed this information could be added. Four Allotment rents are currently outstanding. Cllr Coppell pointed out that Expenditure needed more information.

2. To report on the broken spring on the see-saw, its repair, re misuse, a new spring had been sent and George Pearce was to fit it.

3. To report on the yew tree in the old cemetery, plus other bramble growth and Leylandi tree. It was further noted as raised by John Slade that the trees on the green needed attention. Resolved to deal with these at the end of the growing season and to obtain costing estimates and present to the Finance Committee in due course.

4. Car Park, pot hole and grid repair. Completed by EDDC.

5. To arrange a Finance committee meeting, available dates noted. Resolved date to be decided and notified to members.

6. To review the play safety inspection report by ROSPA, no report had been received to date but an account had. It was resolved to pay half now and the rest after receipt of the report. Cllr Zirker volunteered to take on the responsibility for inspection of the play equipment, and Cllr Kemp will be backup.

7. To advise the next payment to the PWLB is due. To confirm payment be made. Resolved agreed. Unan.

At this point Cllr Zirker raised the matter of the waste bin at the play area and the need for a dedicated person to be responsible for removing the contents and placing in the bin at the Pavilion. It was noted that it not being fixed to the ground it was difficult to remove the cover. Resolved Cllr Zirker and the clerk to look at the problem.

- C. County. Cllr Channon reported that the Venn Ottery Liaison meeting had taken place and she had invited other interested Cllrs to attend these being Cllrs Coppell, Ranger, Wright, Giles and Jung. Points noted
- a) Quarrying should finish at Venn Ottery in 2016.
 - b) The road leading to the site was to be fully repaired at the end of working at the expense of the company, minor works had been carried out recently.
 - c) Planning Applications in respect of Blackhill processing plant & Straitgate Quarrying proposals had been logged and were attracting many objections. It was noted Cllr Giles had compiled a comprehensive report of objections. It was also noted that Straitgate had not been considered under the minerals plan, also noted was the fact that Colaton Raleigh has made their views known. Alternative more appropriate areas to be considered at Penslade & Uffculme.

Boundary changes. Cllr Channon fully explained the rationale applied by the boundary commission and the areas of concern and the matter of two member wards, which she considered were ill advised, she considered that the overall growth numbers were wrong as the number had gone up most probably by new registrations to the electoral register. It was further noted that Newton Poppleford had more in common with Ottery St Mary than Budleigh Salterton, it being noted that Sidmouth was much closer and public transport served the route better. Overall it was agreed that to become part of Otter Valley could be supported .Cllr Channon concluded by saying she considered that the Districts review should have taken place before the County.

- d. **District.** Cllr Ranger reported on current matters such as new induction training, she was on the Scrutiny Committee. The full report is attached to the main minutes at Appendix A and circulated to all members.
- e. Mr Swan, P3 Co-ordinator and Balsam Bashing. No report was available, it was however noted that bashing parties had been active throughout the area. Cllr Ranger pointed out there were problems in Harpford Woods and that Japanese Knotweed had been destroyed in the Harpford area.

At this point the Chairman agreed to take item 9 from Cllr Coppell as Cllr Channon had to leave. Approval of draft wording on Parish Council representation on DCC Boundary changes draft proposals. It was agreed that the principle be accepted and that Cllr Coppell would circulate by E-Mail to all members an up-dated response for agreement and posting on.

Red Bridge. It was also agreed to discuss this matter at this point. It was reported that Cllr Ranger had been advised by a member of staff working for CDE that it was likely that the bridge could be moved down stream to the areas of Webbers Meadow. It was also mentioned that £50,000 was in a budget in respect of works in the area in 2016/17. It was further noted that Cllr Stuart Hughes was again Chairman of the county committee, Cllr channon pointed out that any work would be to DCC approval regarding Public rights of way. and that a date for a meeting was awaited. The matter rested with Cllr Hughes. for environment agency consideration.

Planning Applications received

a) 15/1379/ful

25, Lark Rise

Proposal :- Single storey side extension.

Observations :- Site inspection agreed

b) 15/1307/ ful

Springfield House,
Back Lane

Proposal:- Construction of detached garage.

Observations:- Site inspection. Agreed

c) 15/1079/LBC

Wisteria cottage
High Street

Proposal:- Provide Pitch roof to existing rear Conservatory, Replace existing window lintel and tiled roof over existing ground floor front bay.

Observations:- Fully support, No Objections.

d) 15/1388/FUL

Lane Light, 31 Burrow Lane

Proposed: Replacement of existing porch and construction of conservatory or front elevation (south side).

Observations: - Site Inspection - confirmed with applicant.

Communications: - It was noted that there was a matter of some delicacy in respect of a memorial in the new cemetery. The Clerk was to have further discussions with others and report to the Finance Committee.

Matters raised by Members

Cllr Clarke re. provision of microphone system, to assist hearing speakers. Cllr Clark spoke to the above matters. The Chairman of the meeting considered there was a large cost implication and would make enquiries the matters to then be taken to F & P meeting.

It was noted at this point that the public were given the opportunity to comment and agreed that some speakers could not be heard (see below actions list items).

Cllr Zirker, consideration of blue thinking, away day. Cllr Zirker outlined his thoughts on the matters and made the point it had to be at no cost to the Council. It had been done elsewhere and proved very useful. To be brought forward on the long term action list and added to the agenda for consideration in the autumn.

(Action list item).

Cllr Coppell

1. Cheque signing, two signatories, noted the current position. Resolved to take to Finance Committee.
 2. Membership of outside bodies noted the present position on two bodies.
- Exmouth Community Transport – Mr B Easter it was noted he wished to stand down, he had only agreed because no Cllr was able to attend. Volunteer Councillor requested to succeed Mr Easter.
 - Venn Ottery Quarry Liaison Committee current membership Cllr H Jeffery previously Cllr Cole and the Clerk. Resolved Cllrs Ranger, Coppell, Jeffery and Kemp to represent the Parish Council and report back on matters.

Locality Health Team – Ellie Pang to be contacted. Cllr Zirker noted an interest in attending this on behalf of the PC.

Public speaking at meetings, to allocate public slots after each Agenda item, in addition to the normal session. It was resolved to trial the concept at the next meeting noting that after debate it was considered more appropriate to allow public comment before the Council decided the matter. It was further considered that the decision to open the debate to the public would rest with the Chair of the meeting and to consider the matter at the end of the next meeting.

Proposed by Cllr Burhop as Chairman. Unan

(Note as the Chairman proposed there was no need for a seconder).

Paperless working passed over to next meeting.

Parish newsletter. Proposal to merge the newsletter with the church magazine and subsidize it, with free distribution throughout the parish. It was opened up to the public for debate. Mr Slade indicated that the church committee was unaware of the concept. Shan Merritt pointed out that Venn Ottery only received the Tipton Times and Harpford residents only received it if they purchased a copy. Cllr Burhop said that one size did not fit all. It was resolved that John Slade would take the proposal up with the church including expansion to other ward areas such as Southerton and Venn Ottery and the matter would be placed on the July Council Agenda for further consideration.

At this point wording was considered for PC response to the Boundary commission. Not unanimously agreed, Cllr Coppell to re-draft words and circulate. To recognize close affiliation with Ottery St Mary and also of proximity to Sidmouth.

Dog Poo bins - further consideration of greater provision.

Resolved to place this matter on the next finance meeting.

Community Right to Build. It was resolved to place this item on the long term action list.

Cllr Ranger – Discussion of the Red Bridge referred to earlier in the meeting.

Cllr Burhop – Agreement in principle to support a new Youth Club being set up in the village. It was noted that he and four others were offering their help to restart a Youth Club, he considered that a Committee of eight was required. It would require PC support – resources needed. Cllr Zirker referred to the old Club. It was further considered that a combined effort was required, Cllr Burhop would do his bit as it was noted that there was not much for the youth to do in the village after leaving primary school. John Slade indicated he had held the position of Treasurer some years ago. It was considered a survey be carried out with the young people and that this could be a feature of the Neighbourhood Plan feedback. Resolved support the principle.

Closure

The Chairman closed the meeting at 10:25pm and if everyone for their attendance.

Chairman

Date

Appendix A

June 2015

District Councillors Report

For the first time EDDC have put together an Induction course for new councillors which spans 3 months and this started on Wednesday 13th May with Planning – examples of planning reasons and planning objections, we were shown pictures of older style estates and examples of what planners look for in a modern estate layout.

This month there are training/induction sessions is on:

- Planning Policy and Delegations
- Standards/Code of Conduct/Legal framework
- Meet the Teams: Streetscene/Countryside/Env Health and Car Parks/Housing Review Board. I asked about air pollution and was told this is not a problem in East Devon. I have consequently found out that this is not the case and there are known air quality issues and recordings are ongoing.
- Licensing and Enforcement
- Essential Skills for the 21st Century Councillor (Training organised by South West Councils in Taunton)
- The role of Audit and Governance Committee

- Worksmart project (this will link to relocation)
- **July** - Scrutiny Committee (a new committee) – joint training with Teignbridge District and Exeter City

Knowle Relocation – New councillors called an Extraordinary Special Meeting on 3rd July with a Motion asking for the Knowle Relocation project to be put on hold for 6 months whilst the relocation process was reviewed. This motion was rejected in a recorded vote.

The Local Plan - Consultation closed on 12th June. EDDC are confident they can evidence a 5 year housing plan though the Inspector raised doubts about this when he rejected the Down Close appeal in NP on 19th May. A separate Gypsy and Traveler Development Plan is proposed rather than Gypsies and Travelers being part of the Local Plan. The Hearings to review questions posed by the Planning Inspector Anthony Thickett begin on 7th July 2015 at the Knowle and the public are welcome to attend, though only those who have previously made comments will be invited to speak.

Devon County Council Ward boundaries – These were also discussed at Cabinet this month and mainly criticised: Budleigh didn't want to be lumped with Exmouth, Exmouth didn't want to be split into two halves, East Budleigh and Otterton want to remain with Budleigh Salterton and so on. It was felt there was no logical grouping of communities. The Chief Executive felt Cranbrook should have its own Ward. Overall it was felt no provision had been made for the growth in housing since the whole premise was to have a fairly similar number of constituents in each Ward.

A few people commented on how the current boundaries don't make much sense either:
<http://www.lgbce.org.uk/current-reviews/south-west/devon/devon-county-council>

None of the above really changes the position for Newton Poppleford which it is proposed should come under Otter Valley. You may remember the Parish council voted in favour of this last month. The consultation closes on 6th July.

It was suggested at the June Cabinet meeting that District Boundaries are likely to be reviewed next year.

County Cllr

As mentioned by Christine Channon at the last meeting a planning application has been submitted by Aggregate Industries for processing sand and gravel at Blackhill Quarry ([DCC/3775/2015](#)) on Woodbury Common, which would result in a minimum of 140 lorry movements each day along the B3180. It would also delay restoration of Blackhills by 5 years. Blackhills is home to rare and threatened species such as the Dartford Warbler and Nightjar and home to the Southern Damselfly

A planning application for a 100 acre quarry at Straitgate Farm, near Ottery St Mary ([DCC/3774/2015](#)) has been made by Aggregate Industries to Devon County Council. You may like to read the Straitgate Action Group website for an overview of their concerns. They also provide photographs which tell the story words cannot convey and they make some

references to the Venn Ottery quarry which may look and sound familiar to those of us who have lived with this.

If Blackhills does not get planning permission; this will have a knock on effect on the planning permission for Straitgate as AI intend to process ‘as dug’ materials at Blackhills.

You can send your comments on the applications to Planning@devon.gov.uk until 2nd July.

EDDC are consultants on the above applications which could affect many people across a number of wards. A number of Ward clrs have asked for this to be discussed at DMC before a statement is submitted to Devon County Council.

Scrutiny Committee

I am on the Scrutiny Committee and we had our first meeting last Thursday 25th June.

Training for this new committee takes place on Thursday 16th July in conjunction with Teignbridge and Exeter councils in Exeter. The agenda stated:

“The Chairman to outline the work previously covered by the Overview/Scrutiny Committee, its Task and Finish Forum and the remit and future work of this ‘new’ committee”.

TREE Task and Finish Forum (TAFF) There was an extremely useful report back from the TAFF - the purpose of which was to *‘investigate the main threat to trees in the district and evaluate appropriate action to robustly defend them’*. The TAFF recognised the importance of trees in planning issues and that trees can add financial value to a development which should make both keeping mature trees and planting new ones appealing to developers.

Incidentally a TPO has been granted on land behind Down Close in the old orchard. It will be important to do a full map of trees in Newton Poppleford for our Neighbourhood Plan

Refuse and Recycling – new contracts are out to tender and it is expected that cardboard and mixed plastics recycling will be included in this. Special weighted sacks will be provided and the scheme is being trialed in two quite different areas: Fenton and the Colony, Exmouth (where housing is tightly packed and often terraced meaning householders have to bring their rubbish through the house on bin day). It is anticipated that there will also be special weekly collections for nappies and other products known as absorbent hygiene products (AHPs – incontinence pads, sanitary towels etc) Residents will have to apply for these special collections. Landfill waste will thus be collected on a 3 weekly basis. This trial will then be reviewed before changes are rolled out across the district. You can read more here:

<http://eastdevon.gov.uk/news/2015/06/trials-announced-for-improved-recycling-collection-service/>

It would be good to see if the AHPs could be extended to a full recycling programme rather than going to landfill. This has been tried in other areas:

<http://www.knowaste.com/parents-carers-users>

Review of the election process - Scrutiny voted to approve a review of the election process that took place on 7th May across all 3 districts. The scope of this will be looked at in July.

Beach Huts Obviously the matter of beach huts was also recommended for scrutiny.

Red Bridge Harpford

You may have read in the Sidmouth Herald of plans to relocate the red bridge in Harpford to a site further south to re-route the East Devon Way. I was concerned that this may leave Harpford and Newton Poppleford without a safe walking route linking the two villages. Cllr Channon is looking at a flood prevention scheme for this area that would both protect the village and preserve safe access between Newton Poppleford and Harpford.

Appendix B

NEWTON POPPLEFORD AND HARPORD PARISH COUNCIL CURRENT ACTIONS LIST

Area	Date Added	Issue	Owner	Status	Deadline
Traffic Matters	29/9/14	Seek co-operation of Colaton Raleigh for a speed sign to be used by others through the parishes together fund. Forms for funding to be obtained and filled out. Need to consider who will change batteries and safety issues.	Clerk	Exact costings to be set. Need to agree with CC on siting sign. Pending response from CC. Reminded CC on 29 Apr.	
	29/9/14	Consideration be given to school warning signs, these are to be investigated	Clerk		
	23/02/15	Write to County to request road lines to manage egress from side	Clerk	CC refused. Include in EDDC 106 agreemt ?	

		roads of KAW			
	30/03/15	Turner Close – Parking for residents sign to be funded by EDDC and put up.	Cllr Potter,		
Red Bridge & Harpford Flooding	29/9/14 15/12/14	Meeting with stakeholders regarding Red Bridge, via Cllr Channon.	Cllr Channon	Cllr Hughes to arrange meeting. Cllr Ranger contacted Western Power.	
Flooding	27/11/14	Suggestion for a single issue meeting on flooding in the Parish to get an overview and work out what actions could be taken.	Cllrs to discuss	Date to be set for meeting	
Footpaths, & Rights of Way	27/10/14	Farthing's Lane - Follow up with County Council to determine what action will happen to improve the footpath.	Clerk	Being metaled up to Little Shule. CC may take action after KAW development done.	
	26/01/15	Back Lane, Northmostown - Action needed on flooding issues and Public Right of Way. Telecoms runs through damaged route.	Cllr Cole	Repairs to be made later in financial yr (15-16).	
	29/9/14	Footpath 3 – Rocks to stabilise the path - Viridor Land Tax Credits?	Cllr Cole, Clerk	Explore possibilities	
	30/03/15	Volunteers needed to plant 500 willows at Hoppins lane to attempt to block Himalayan Balsam	Mr Swan	Done	
	30/03/15	Put anti dog fouling notices up by the allotments. Respond to Mrs Tweed's letter.	Clerk		
Area	Date Added	Issue	Owner	Status	Deadline
106 funding	27/10/14	Follow up on monies from Hoppins development with EDDC.	Cllr HJ		
	23/02/15	Process for spending 106 funds to be on agenda with new Council,	Cllr Phillips	Put on June agenda	

		including new ideas to be sought.			
Cemeteries	15/12/14	Remind undertakers of their responsibilities of filling, levelling and tidying up after an interment.	Clerk	Ongoing.	
	26/01/15	Develop a Council policy on managing graves. Agree the policy at the next meeting.	Clerk	For May meeting	
	23/02/15	Put up notices and advertise that the PC plans to level the graves in Old Cemetery to improve it. Notice of intention up for 6 mnths, advertise in Sidmouth Herald 2 wks running, Parish Mag and Newsletter. Circulate the note to Councillors first to agree.	Clerk, Cllrs	Bench to remove	
	23/02/15	Consider costing out a new notice board for the V.O. Cemetery	Clerk	Discuss with Woodley's	
	30/03/15	Seek a way to have one contracted gravedigger for NP.	Clerk	In progress	
	30/03/15	Need to review the costs of burial to cover maintenance of the graves.	Clerk, FinCom	To be discussed at new FinCom	
Webber's Meadow	26/01/15	Hang new gate in Webber's Meadow. Need to look at gate post and adapt to new gate.	Cllr Cole, Pearce		
	30/03/15	Write to Public Rights Of Way team to thank them for the gate.	Clerk		
	23/02/15	Advertise to remove the wood from the meadow	Clerk	Partially removed. Advertise again.	
	30/03/15	Put notice on gate at Webber's Meadow 'Pedestrians Only'	Clerk		
Venn Ottery Green	26/01/15	Contact chair of VOSRA (Alan Martin) to discuss seat and picnic table.	Clerk	Done. VOSRA has no need. Put on Hunger Hill.	

School/preschool	30/03/15	Cllr Channon talking to County to try to find funds for including preschool in school rebuild. Pursue with the EFA.	Cllr Channon		
Grass cutting	23/02/15	Put the grass cutting schedule on the web site once contract is agreed.	Clerk / Shan		
	30/03/15	Establish a contract for the grass-cutting.	Cllr HJ		
Area	Date Added	Issue	Owner	Status	Deadline
Policies	27/11/14	Standing Orders - To be reviewed in light of changes by DALC and EDDC. Meeting to be set.	Clerk, Chair	Need to set a date. Wait for new Council.	
	27/10/14	Email information - Look into the issue of records retention to define a policy for the Council, including emails.	Policy Com		
Surgery	30/03/15	Request to use the surgery for playgroup by Mrs P. Insurance issues? Refer to the Medical Centre.	Clerk	In progress	
Planning - KAW	20/04/15	Write to EDDC to request more time to comment on the KAW planning application (reserved matters)	Clerk	Contacted EDDC - pending	
	20/04/15	Set up viewing time of the KAW plans for the community	Clerk	2 nd May in Village Hall	
	20/04/15	Request that the KAW application goes to full District Council Development Management Committee for consideration	Cllr Potter	Done. Pending response.	
Finance	20/04/15	Make the first quarterly payment of £2500 off the loan repayment	Clerk	To contact Loans Board	Early May
Microphone	06/07/15	Microphone system.	Cllr Burhop	Pending	

Blue thinking	06/07/15	Future Thinking away day.	Cllr Zirker	Pending	
Cheque Signing	06/07/15	Bank authorisation papers, 3 signatures.	F & P Committee	Decision	07/07/15
Outside Bodies	06/07/15	As per minute, re. B Easter clarification.	Clerk	Next meeting	
Dog Bins	06/07/15	Provision of more bins.	Clerk	Further consideration	
Red Bridge	06/07/15	Ongoing.	Cllr Channon	Pending Cllr Hughes arranging meeting.	

PC – Parish Council FinCom – Finance Committee Policy Com – Policy Committee CC – County Council
 KAW-King Alfred Way EDDC – East Devon District Council VOSRA-Venn Ottery & Southerton Residents Association

Longer Term Agenda Items

June 15	July 15	August 15	September 15	October 15	November 15
<ul style="list-style-type: none"> Newsletter, communications. Section 106 funds 	Community Right to Build				
December 15	January 16	February 16	March 16	April 16	May 16
	<ul style="list-style-type: none"> Budget Precept 				