

NEWTON POPPLEFORD & HARPFORD PARISH COUNCIL

Minutes of the Parish Council Monthly Ordinary meeting on
Monday 29th October 2018 in Newton Poppleford Village Hall at 20.00hrs

ACTION by:

	<p>Present: Cllrs. Jeffery, (Chair), Dalton, Downen, Kemp, Lipczynski, Tillotson, Walker and Zirker. EDDC Val Ranger (also representing the Parish Council) DCC Claire Wright. Clerk, Paul Hayward. Hon. Footpath Warden, Ted Swan 5 members of the public</p>	
<p>Public Forum:</p>	<p>Fire Regulations were outlined to those present.</p> <p>a) Written Police Report Circulated to Cllrs. Published online. Ongoing issues with traffic and speeding along A3052.</p> <p>b) DCC Report, Cllr. Claire Wright. Issues raised: <i>HATOC 29/11/18 rescheduled for 7/12/18</i> <i>Hospital Closures update and Adult Social Care</i> <i>NHS efficiency budget challenges</i> <i>Broadband in Newton Poppleford</i> <i>Post-Brexit Environmental analysis.</i> Cllr. Kemp raised issue of Halfway Inn junction. CW responded that DCC had not deemed the junction unsafe so unlikely to receive any improvements in the near future. <i>Clerk was directed to contact the Chairs of the Parish Councils adjoining NPHPC / Halfway Inn junction to investigate whether they wish to join a forum to push for improvements.</i></p> <p>c) EDDC Report, Cllr. Val Ranger As circulated. Available on website.</p> <p>d) P3 report represented by Ted Swan. <i>FP19. Ted requested that Council permit the use of scalplings in Back Lane car park for filling small footpath dips. Matter was deferred until NOV meeting to allow for Bonfire Event use assessment. Clerk: Please Note.</i> <i>FP11&12 (Harpford woods) – fallen trees to be cleared by Sidmouth TC / P3 team.</i> <i>Annual Footpath survey now ongoing, submission by February in conjunction with P3 Grant requests.</i> <i>P3 Annual meeting to be held at the Knowle in November.</i> <i>Cllr. Kemp offered to attend with Ted.</i> Chair thanked Ted for his works across the parish.</p> <p>Cllr. Claire Wright left the meeting at this point.</p> <p>e) Public Questions and representations. Member of public raised query regarding changes at Pavilion. Cllr. Zirker read out a prepared statement in respect of his reasons for resigning. Chair outlined plans for new management group. Member of public asked for update with Neighbourhood Plan. Cllr. Ranger responded that NP group is meeting fortnightly and making good progress. The EDDC NP officer will be attending to assist with the next stage of the process. Chair closed public forum session of the meeting.</p>	

18/117	Apologies for absence: Cllrs. Burhop and Coppell (prior engagements). Noted and approved unanimously.	
18/118	Declarations of Interest made: All members present are, by definition, members of the NPPFF Trustee Board. Cllr. Dalton declared a personal interest in planning application 18/2016/FUL as applicants were known to her.	
18/119	To receive and, if thought fit, approve Minutes of previous Ordinary meeting held Monday 24th September 2018: Cllr. Ranger proposed approval of the Minutes of the Ordinary meeting held on 24th September 2018. Seconded Cllr. Dalton. Resolved unanimously and therefore approved. Chair signed minutes as a true record of that meeting <i>Matters arising from these minutes</i> i) EDDC had confirmed that Beech Drive would now be renamed Beech Close as per Council's recommendation. ii) Council deferred the issue of dog waste prevention measures to the Finance Committee to consider re: costs outlined by Clerk. iii) The following parish community events were mentioned: a) Bonfire / Firework event 2/11 b) WW1 Armistice Centenary event 10/11 c) Fundraising Quiz for Christmas Lunch appeal 7/12 d) Senior Citizens Christmas Lunch event 10/12	
18/120	To receive and consider the minutes of the Planning Committee held Thursday 24th September 2018: Recommendations and decisions of that Committee, as shown in the minutes, were noted. No matters arising raised by Councillors.	
18/121	To receive and consider the minutes of the Finance Committee held Thursday 16th October 2018: Recommendations and decisions of that Committee, as shown in the minutes, were noted. No matters arising raised by Councillors.	
18/122	Chair's Announcements / Matters of Urgency: Clerk had received an email from a resident kindly offering 300-400 purple crocus bulbs for planting in the parish to promote the Rotary Society campaign to highlight Polio eradication efforts worldwide. It was proposed by Cllr. Walker, seconded by Cllr. Ranger, that Council gratefully accept this offer, with half each being planted on Greenbank and on Church Green in the next few weeks, to flower in early spring prior to the start of the annual ground maintenance contract. Resolved unanimously. Cllr. Walker will liaise with NP Gardening Club to investigate whether they could assist with the planting of the bulbs. This was noted and welcomed by Council with thanks. Clerk: Please correspond with the resident concerned to thank him for his offer and to make the necessary arrangements re: collection and planting of the bulbs as above.	

18/123	<p>Financial Matters:</p> <p>a) <i>To consider payments to be approved for payment for October 2018 as per schedule previously circulated and published online.</i></p> <p><i>It was proposed by Chair, seconded by Cllr. Ranger, that payments for the sum of £10,093.47 in October 2018 be approved *</i></p> <p><i>This amount was subsequently revised to £10,100.47 to take into account amended DD payment for EDF in respect of WC elec. supply. Resolved unanimously.</i></p> <p><i>Clerk: Please make payments for October accordingly.</i></p> <p>b) <i>To consider expenditure made under Chair's / RFO's delegated powers as per adopted Financial Regulations (extant).</i></p> <p><i>As circulated previously. Noted.</i></p> <p>c) <i>To consider and review the financial reports for September and October 2018 which have previously been published on the Council's public access website. Noted and accepted.</i></p> <p>d) <i>Questions relating to financial reports and accounts.</i></p> <p><i>No matters raised by Councillors.</i></p>	
18/124	<p>Planning</p> <p>a) Applications received for consideration;</p> <p>i) 18/2016/FUL – Garden of Highlands, Capper Close, NP. Constr. 1 no. dwelling and formation of access, parking etc. (consideration of revised plans as submitted)</p> <p>Applicants were in attendance and made representations. Councillors had undertaken a site visit prior to the meeting. Comments submitted online and via email to Council from neighbours were considered. After lengthy discussion, <i>it was proposed by Chair, seconded by Cllr. Walker, that Council continues to recommended REFUSAL of this application on the grounds of:</i></p> <p><i>Proposed dwelling was not in keeping with established street-scene and that Council would prefer to see development of a bungalow at this location.</i></p> <p><i>Resolved (4/0/4 absten.)</i></p> <p>ii) 18/2239/LBC – Brook Farm, Venn Ottery Rd., NP. Constr. of dormer window on rear (SW) elevation.</p> <p><i>It was proposed by Chair, seconded by Cllr. Lipczynski, that Council SUPPORTS this application.</i></p> <p><i>Resolved (8/0/1 abst.)</i></p> <p><i>Clerk: Please submit the comments to EDDC within requested timeframe.</i></p> <p>b) Determinations;</p> <p>As per agenda:</p> <p><i>Clerk: Please publish the decisions on Council's website.</i></p> <p>c) Tree Matters;</p> <p>Council considered the issue of two fallen trees in the parish; one on Webbers Meadow, the other on Venn Ottery Green – the latter having fallen across private property. The arrangements to arrange for disposal of the trees was delegated to Clerk, using Chairs delegated authority for expenditure.</p> <p><i>Clerk: Please note and arrange asap.</i></p> <p>Future fallen trees might be attended to by the RSPB. Clerk to make enquiries accordingly</p> <p>3 members of the public left the meeting at this point</p>	

	Business to be considered:	
18/125	<p>To consider request from applicant for permission to undertake metal detection activities on Venn Ottery Green as per NCMD guidelines:</p> <p>Chair proposed support for this request, seconded by Cllr. Zirker, and that, furthermore, the applicant be permitted to carry out the same activities on Webbers Meadow, in accordance with the relevant guidelines for such activities, with any finds being reported to, and assessed by, the Devon Finds Liaison officer in Exeter.</p> <p>Resolved unanimously.</p> <p>Clerk: Please advise applicant of this decision.</p>	
18/126	<p>To consider creation of a Garden of Remembrance Rose Bed at Venn Ottery cemetery for the scattering of ashes:</p> <p>i) Size and location.</p> <p>It was proposed by Cllr. Zirker, seconded by Cllr. Walker, that the new rose bed be dug with a 4m diameter at the northern end of the new cemetery field, opposite the central entrance gate, positioned so as to minimise the loss of any ashes or burial plots existing.</p> <p>Resolved (6/3/0 abstn.). The arrangements to be delegated to the Clerk.</p> <p>Clerk: Please note and liaise with parish handyperson to take forward.</p> <p>ii) Planting therein.</p> <p><i>This matter was deferred until December's ORD meeting.</i></p> <p>Clerk: Please note and add to agenda accordingly.</p> <p>iii) Charging structure for scattering of ashes.</p> <p><i>Chair confirmed that the Council's adopted Cemetery Fees Schedule provided for the scattering of ashes at a cost of £78 including a formal entry in the Council's Burial Register.</i></p> <p>No further action required.</p>	
18/127	<p>To consider proposal to formally recognise Venn Ottery Road Cemetery as "undedicated" burial place within the parish of Newton Poppleford and Harpford:</p> <p>It was proposed by Chair, seconded by Cllr. Ranger, that Council formally designate the Venn Ottery Road Cemetery as "undedicated" and that Council's official interment form for use by Funeral Directors be amended to state this designation.</p> <p>Resolved unanimously.</p> <p>Clerk: Please note and amend form accordingly.</p> <p>Please bring this designation to the attention of those seeking burial rights therein until further notice.</p>	
18/128	<p>To consider proposal to purchase a second public access defibrillator for the parish of Newton Poppleford and Harpford:</p> <p>i) It was proposed by Cllr. Walker, seconded by Cllr. Kemp, that Council purchase a defibrillator and external locked cabinet to be located on the outer wall of the Pavilion underneath the existing security light in the car park, costs to be taken from the existing Parishes Together reserve. Arrangements and purchase to be delegated to Clerk. Resolved unanimously.</p> <p>Clerk: Please note and action accordingly as directed.</p> <p>ii) Training courses to be arranged asap and advertised as fully as possible to ensure maximum community participation.</p> <p>Clerk: Please note and action accordingly.</p>	

18/129	<p>To consider proposals from Cavanna Homes for donation towards community projects in the parish: After discussion, Clerk was directed to return to Cavanna Homes to ascertain the potential level of such donations so that suitable projects and good causes could be identified and taken forward. Clerk: Please note and action accordingly. Update Council when further information known.</p>	
18/130	<p>To consider Council's response to RDE engagement and reputation survey: Clerk was directed to complete survey on behalf of Council via consensus views collated via email where possible. Clerk: Please note and action accordingly.</p>	
18/131	<p>To consider future use of decommissioned BT kiosk on Church Green: It was agreed that Councillors and Clerk will advertise via the usual methods (Parish Magazine, Facebook, Website etc) to garner public views on the future use of the now-defunct kiosk and then reconsider this matter at the December Ordinary meeting. Clerk/Councillors: Please advertise wherever relevant / available. Clerk: Please add to DEC ORD agenda.</p>	
18/132	<p>Correspondence received, not already circulated to members: i) CPRE Housing Needs Report. ii) Sid Valley Help Scheme requested permission to place advert and information link on Council's website and noticeboards. Agreed.</p>	
	<p>Date and time of next ordinary meeting: The next meeting of council will be on Monday 26th November 2018, at 8.00pm at the Village Hall.</p>	
18/133	<p><i>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 Cllr. Ranger. Resolved unanimously.</i></p> <p><i>All members of the public left the room at this point.</i></p>	
18/134	<p>Matters to be considered in confidential committee:</p> <p>a) To consider matters relating to Draft Heads of Terms Lease for WC in School Lane.</p> <p>Cllr. Ranger (as EDDC) outlined correspondence between herself and Cabinet Member, Cllr. Geoff Pook, re: suggested wording for the HoT document which added in the principle of pro-rata reimbursement of Council's refurbishment costs on the basis that the amount and anticipated lifespan of such works were agreed beforehand. After discussion, <i>it was proposed by Cllr. Ranger, seconded by Cllr. Downen, that Council accept the revised wording as proposed by Cllr. Pook and ask EDDC to proceed with that substantive document towards the creation of a new lease. Resolved unanimously.</i> Clerk: Please note and liaise with EDDC Property Services / Cllr. Pook in that respect.</p>	

18/134 (continued)	<i>With no further business to discuss, Chair closed council meeting at 10.15pm.</i>	
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Signed as a true record of the meeting above:

Chair: _____ Date: _____