

NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL

Minutes of the Parish Council Ordinary Meeting which took place at The Pavilion, Back Lane, Newton Popleford at 7pm on Monday, 19th December 2022.

Present: Cllrs. Burhop (Chair), Carpenter (Vice Chair), Dalton, Hughes, Lipczynski, Morgan and Tillotson
Ted Swan, Honorary Footpath Warden
No members of the public

The Chair welcomed all present to the Council's December meeting and outlined the fire evacuation procedure prior to opening the Public Forum:

Public Forum

- a) Neighbourhood Policing report
There was no representation from the Neighbourhood Policing Team and no report had been submitted.
- b) County Councillor report: Cllr. Jessica Bailey
Cllr. Bailey sent her apologies for absence. A report had been circulated prior to the meeting and published on-line.
- c) District Councillor report: Cllr. Chris Burhop
Cllr. Burhop gave a verbal report on his first Full Council meeting as Ward Councillor. Cllr. Burhop noted that Councillors are required to attend EDDC Council meetings in person and, as there is no meeting facility at Blackdown House that can accommodate 60 Councillors, the meeting was convened at a facility in Exmouth at a cost of £2k to taxpayers. Cllr. Burhop confirmed that School Lane car park would remain free to use – one of only 6 free car parks in the region. After lobbying by Taxi companies, fares in the region – which are set by EDDC – will rise by 15-20% next year. District Councillors voted to allow Colyford to split away from Colyton and form a new Parish Council. EDDC is to oppose legislation to be introduced by Government to require photo id to be produced by voters at all elections from May 2023 to combat electoral fraud. It is considered that this will discourage voters, particularly the young.
- d) Report from Ted Swan, Parish Footpath Warden
Mr Swan advised that Footpath 3 would remain closed for a further week for over-running gas pipeline works. There had been a collapse of rock armour on a section of footpath in Chestnut Way maintained by EDDC. Clerk to alert EDDC. Formal notification that Footpath 38 has been added to the Definite Map has been received from Devon County Council and it just remains for signage to be erected. Erosion of Footpath 19 from Back Lane to Red Bridge is worsening and there is a possibility that Red Bridge will become isolated if this continues. Clerk to contact DCC once again. Chair thanked Mr Swan for his continued efforts on behalf of the parish.
- e) Report from the Allotment Management Committee
Cllr. Tillotson gave a brief verbal report advising that allotment holders will assist with tree planting in Venn Ottery cemetery on 1st February. A donation of £333 received from Waitrose would be spent on items for the Community Garden next year.
- f) Report from the Climate Change Group
On behalf of the Climate Change Group, Cllr. Hughes confirmed that the new Community Orchard would be planted on 27th December and the trees being provided by DCC would be planted on 1st, 4th and 15th February.
- g) Questions and representations from residents/parishioners

As no members of the public were present the Chair closed the Public Form at 7.25pm

			Action
22/086		To consider apologies for absence and approve if accepted (LGA 1972 S.85(1))	
		Apologies for absence received from Cllrs. Bilenkyj, Chapman, Tribble and Walker were accepted and approved.	

22/087	<p>Declarations of interest from members / Dispensations afforded</p>	
	<p>(this does not preclude the duty to declare further interests during the meeting as applicable)</p>	
	<p>All members present are, by definition, members of the NPPFF Trustee Board and declare a personal interest in that capacity.</p> <p>Cllr. Hughes was afforded a dispensation to discuss and vote upon matters pertaining to trees at the Ordinary Meeting held 18/05/2020. This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of his personal and disclosable pecuniary interest as owner of Bowhayes Trees Limited, Bowhayes Farm, Venn Ottery.</p> <p>Cllr. Tillotson was afforded a dispensation to discuss and vote upon matters pertaining to Parish allotments at the Ordinary Meeting held 29/3/2021. 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 an allotment tenant.</p> <p>A dispensation afforded to Cllr. Dalton relating to the Parish allotments has been rescinded.</p> <p>Cllr. Burhop advised that, as District Councillor, he would not participate in discussion and voting on planning matters.</p>	
22/088	<p>To consider any matters listed on this Agenda that Councillors consider should be dealt with as confidential business as per the provisions of The Public Bodies (Admission to Meetings) Act 1960 – see Agenda item 22/101</p>	
22/089	<p>To consider and, if thought fit, approve the Minutes of the Council’s Ordinary Meeting held on 28th November 2022 as previously circulated to members.</p> <p>To consider any Matters Arising from those Minutes:</p> <p>a) Webbers Meadow footbridge repairs Cllr. Lipczynski proposed that Council accept a quotation received in the sum of £1,020 + VAT to carry out necessary remedial works. Seconded by Cllr. Tillotson and carried unanimously. It was noted that the footpath will have to be closed for the duration of the works.</p> <p>b) Venn Ottery footbridge installation Cllr. Hughes proposed that Council accept a quotation of £980 + VAT to prepare the foundations for the new footbridge. Seconded by Cllr. Lipczynski and carried unanimously. Chair noted that funds are available in the VOVG Reserve. Once the foundations have been prepared arrangements will be made to assemble and install the bridge.</p> <p>c) Higher Way, Harpford road closure Clerk advised Councillors of the response from National Grid regarding the length of the closure and the proposed diversion route. Clerk to revert with a request for traffic control to be implemented during the closure to enable vehicles to exit Lower Way safely.</p> <p>d) Confirmation of outcome of complaint investigation Chair confirmed that a complaint against Council was investigated at the November meeting and was not upheld. The complainant had been informed of the outcome.</p>	Clerk
22/090	<p>To review the Minutes of the Council’s Finance Committee meeting held on 12th December 2022 as previously circulated to members.</p> <p>a) To review and ratify the recommendations of the Finance Committee regarding the Budget and Precept demand for the financial year 2023-24.</p>	

	<p>Finance Committee recommendation is that Council accepts an increase in the Precept to £67,607 for the financial year 2023-34 which will enable Council to present a balanced budget for the year. This will result in an increase of 40p per week for a Band D property. Chair noted that the proposed increase to the Precept had been reported in the Parish magazine giving residents the opportunity to comment or make enquiries. No comments had been received.</p> <p>It was proposed by Cllr. Tillotson, seconded by Cllr. Lipczynski, that Council approve the forecast budget of £96,088 for 2023/24 and that a Precept figure of £67,607 be demanded from EDDC equating to a balanced budget. Resolved unanimously.</p> <p>Clerk to publish Budget and Precept Forecast on the website and submit Precept demand to EDDC as resolved.</p>	Clerk
22/091	<p>Correspondence received: None received.</p>	
22/092	<p>Chair's announcements: Chair reported that Covid infections were on the rise with a 22% increase in hospital admissions. Devon hospitals had issued a plea to the public not to attend A&E and with GP surgeries not offering appointments, the public will have to resort to calling NHS 111. With nurse and ambulance driver strikes to come the situation is close to crisis point.</p>	
22/093	<p>To consider matters pertaining to highways, speed reduction measures and road safety in the Parish:</p> <ol style="list-style-type: none"> Clerk confirmed that Cllr. Bailey had kindly offered to fund Community Speedwatch signage which is now being sourced by Mrs. Cameron-Webb. Chair confirmed that Cllr. Bailey had ordered the Wig Wag signage from DCC. Information on delivery and installation is awaited. Nothing further has been heard from Highways in response to Council's request to increase the Pelican crossing time by 2 seconds which the Chair described as unacceptable. It was agreed that County Cllr. Stuart Hughes should be invited to the parish to see the difficulties being experienced by residents. Notification has been received from DCC that a further six 20mph schemes will be funded in 2023/34. It was agreed to review and update Council's original application and re-submit by the 31st January deadline. <p>Chair/Clerk to action</p>	Clerk
22/094	<p>To consider matters pertaining to footpaths and public rights of way in the Parish: Dealt with as part of the Public Forum</p>	
22/095	<p>Planning Matters:</p> <p>Cllr. Carpenter took the chair for this agenda item. Chair will submit an independent consultee comment as District Councillor.</p> <ol style="list-style-type: none"> To consider planning applications received prior to publication: 22/2276/FUL – Hillsbrook, High Street, NP Removal of part of wall to create parking space After discussion about the location of the property and issues of road safety Cllr. Carpenter proposed that Council object to this application and recommend that the wall be reinstated. Seconded by Cllr. Morgan and resolved 5 votes in favour with 2 abstentions. 22/2651/LBC – Berkeley Cottage, Exeter Road, NP 	

	<p>Conversion of garage/car port to accommodation Cllr. Lipczynski proposed that Council should not respond to this Listed Building application. Seconded by Cllr. Tillotson and resolved 6 votes in favour with one abstention. Clerk to upload consultee comments to the planning portal</p>	Clerk
	<p>b) To consider planning applications received after agenda publication None received.</p>	
	<p>c) Planning determinations/decisions advised 22/3308/RES – Waterleat development On re-taking the chair, Cllr. Burhop advised that he attended the Planning Committee meeting at which this application was discussed. On the advice of Planning Officers, EDDC had approved the revised application despite the Parish Council’s continuing objections relating to the number of parking spaces and proximity to the neighbouring property ‘Grasmere’. It is anticipated that work will commence in March.</p>	
	<p>d) Planning correspondence received None received.</p>	
	<p>e) To note and respond to planning consultations received EDDC’s draft Local Plan – consultation ends 15th January 2023 Chair requested that Councillors circulate their views by the beginning of January to allow a submission to be prepared by the deadline date. Councillors’ attention was specifically drawn to the introduction of a ‘settlement boundary’ for the parish which differs from the agreed Built-Up Area Boundary and the potential effect on residents of the construction of an 8,000 home new town adjoining the A3052 to the east of Exeter. It was noted that, as the Government has had to scrap housing targets in the face of back bench opposition, the requirement for 960 new houses to be built in the region per year may no longer be valid. Once a full review has been carried out Council may have to consider an update to the Neighbourhood Plan.</p>	
	<p>f) To consider Council’s Neighbourhood Plan ‘Monitoring Report’ No change since previous meeting</p>	
	<p>g) Tree Matters: Imposition of 22/0030/TPO – ‘Minors’ Venn Ottery Noted that this is a provisional TPO imposed as an emergency measure to ensure that no additional felling is carried out at this site.</p>	
22/096	<p>Financial Matters:</p>	
	<p>a) To consider and review Financial Reports to end November 2022 as per documents previously circulated to members and published on-line. b) To note December payments approved by the Finance Committee as per documents circulated to members and published on-line. Cllr. Carpenter proposed that payments in the sum of £149,377.06 be approved for payment. Seconded by Cllr. Lipczynski and resolved with 6 votes in favour. Cllr. Burhop declared a pecuniary interest and abstained from the vote. Chair confirmed that Council must fund the VAT payment on the MUGA installation until a VAT reclaim can be submitted on 31st December.</p>	

		<p>Clerk to note and make payments accordingly. December VAT reclaim to be submitted as soon as is possible.</p> <p>c) Questions to RFO relating to the financial reports. None raised.</p>	Clerk
22/097		BUSINESS TO BE CONSIDERED:	
	A	<p>To discuss EDDC notification of Community Assets Transfer Procedure as previously circulated: Discussion deferred until the January meeting. Clerk to note accordingly.</p>	Clerk
	B	<p>To receive an update on the MUGA project and plans for its use and hire Chair confirmed that the MUGA installation has now been completed and EDDC have released the S106 funds to pay for it. An additional CCTV camera to provide security has been ordered. Regular maintenance will be required and details of approved maintenance contractors are awaited. A peak time charge of £20 per hour and an off-peak charge of £10 per hour have been recommended by the Finance Committee and periods of free use for the community have been confirmed. Several booking systems have been reviewed but costs are prohibitive. Clerk to investigate the Facebook booking system</p>	Clerk
	C	<p>To consider the parish celebration of the Coronation in May 2023 Suggestions include a quiz and dog show. To be discussed further at the January meeting. Clerk to note and action</p>	Clerk
22/098		<p>To consider matters viewed as urgent by presiding Chair for discussion only. None raised.</p>	
22/099		<p>Date of next Ordinary Meeting Monday, 30th January 2023 at The Pavilion, Back Lane, Newton Poppleford</p>	
22/100		<p>It is proposed that, under the provisions of the Public Bodies (Admission to Meetings) 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.</p>	
22/101		<p>Matters to be considered in committee session:</p> <p>a) Matters pertaining to the Surgery Building, Robert Way, Newton Poppleford Advice and recommendations received from Council's legal advisor were noted and actions proposed by the Chair approved.</p> <p>b) To consider payment of Parish Honorariums (under S137 of the Local Government Act) to persons providing services to the parish in recognition of the costs incurred in the execution of their duties. One further sum approved: £100 Proposed by Cllr. Tillotson and resolved unanimously. Clerk to note and action.</p>	

With no further business to consider, Chair declared the meeting closed at 9.10pm.