

OFFWELL PARISH COUNCIL

MINUTES OF A MEETING HELD ON MONDAY 16TH JANUARY 2017 IN THE SOCIAL CLUB

Present: Cllrs A Small (Chair), J Tristram, S Patch, C Whithear,
M Mulrain, P Tuke, T Staunton, D Paveley

In Attendance: A Jenkins (Clerk), Cllr. H Parr (EDDC), Cllr. G Godbeer (EDDC),
Cllr. S Randall-Johnson (DCC)

Members of Public: 6

OPEN SESSION

No matters were raised.

COUNCIL BUSINESS

1. Apologies

Cllr. M Brake

2. Declaration of Interests

No declarations made

3. Minutes of the Meeting held on 19th December 2016

Cllrs. said that Para 7 on Page 5 of the draft minutes was incorrect in that it was a vote and not an expression of opinion by individual Councillors that the majority of Councillors were not in favour of paying the £300 voluntary contribution.

It was agreed that Para 7 on Page 5 be amended to read:

The Council voted not to contribute the £ 300 towards the survey

The minutes were then declared a true record of the proceedings, proposed by Cllr. Whithear and seconded by Cllr. Staunton, all in favour.

4. Matters Arising from the Minutes

Cllr. Paveley said that he took exception to the comment made by the Chairman at the last meeting that Councillors should watch what they say at Council meetings as he felt that the comment was aimed at him. The Chairman said that was not the case and that his comment had been addressed to all Councillors.

5. Reports

(a) **Police:** No report received

(b) **District and County Councillors:**

Cllr. Randall-Johnson (DCC) said that she was pleased that the Parish Council had decided to go ahead with a Parish Housing Needs Survey. The survey would not only assess the needs of those on low incomes but also the elderly looking for more suitable accommodation.

She reported on the important and difficult budgetary matters and decisions which the County Council were facing. She said that school budgets would be affected by changes in the Education budget and underfunding but that there was good news for Offwell School. It currently receives £60,000 a year to support the teaching force but that this would increase to £100,000 for next year. She said however that it was important for the future that the school's numbers of children be maintained.

She also reported that the Council were seeking to employ more firefighters and champion equality and diversity in the recruitment process

Cllr. Tristram said that Highways workmen had been putting back up the signs road closure from St Marys Church to Colwell Barton. Cllr. Randall Johnson said that it was important that the signs be in place to warn people as there was Health and Safety and Insurance implications. The Clerk reported that he had since been advised by Highways that due to unforeseen circumstances, the work had not started and the road would remain closed until further notice. Anticipated completion by Dec 2017.

Cllr. Parr (EDDC) advised that the District Council were also due to start considering their budget which would be affected by the reduction in the revenue grant from Government.

Cllr. Godbeer (EDDC) also advised that the Council were investigating all the different types of housing for the future provision of housing.

(c) **Other Reports**

None

6. Finance

Cllr. Whithear proposed, Cllr. Patch seconded, all in favour that:

a) £112.04 salary be paid to the Clerk for the period 13th December 2016 to 9th January 2017

Cllr. Whithear proposed, Cllr. Tuke seconded, all in favour that:

b) £ 27.80 be paid to HMRC for PAYE for same period

Cllr. Whithear proposed, Cllr. Tristram seconded, all in favour that:

c) £118.80 be paid to SLCC for Clerk's ILCA course – Introduction to Local Council Administration

7. Bank Statements

The Clerk advised that there was £12,645.49 in the current account and passed around for the Councillors perusal the 30th December Bank statement.

8. Affordable Housing Needs Survey

The Chairman advised that following last month's meeting and the decision by Council not to pay the £300 contribution that he had received an offer from a parishioner who wished to remain anonymous to pay the £300. Some of the Councillors felt that this could affect the validity and perceived independence of the survey and asked to know the identity of the person. The Chairman said that the person wished to remain anonymous and that he thought that it was a great and generous offer. He said that he felt embarrassed that the Council had decided not to pay the £300 itself after voting to carry out the survey and that they should not then criticize if someone else offered to make the payment instead.

Cllr. Godbeer suggested approaching Cllr. Randall-Johnson as she may consider funding the £300. The Clerk to contact the Councillor.

Following discussion on how the Survey could be publicised, launched and the forms delivered, Cllr. Mulrain proposed that a subcommittee be formed to meet with Janice Alexander from Devon Communities Together (DCT) to discuss the Survey and these matters and to report back to Council for the full Council to make any decisions at the February meeting. Cllr. Whithear seconded, all in favour. The subcommittee to be The Chairman, Cllr. Patch, Cllr. Tristram, Cllr. Mulrain and Cllr. Tuke. The Chairman to contact Janice Alexander to arrange the meeting. Cllr. Tuke kindly offered for the meeting to be held at her home.

Cllr. Mulrain asked about Community Land Trusts. Cllr. Godbeer explained that it was a means by which Communities can acquire assets including land in the name of the Community. Two examples would be Beer and Northleigh (although not set up yet). He said that EDDC were shortly due to be given a presentation on the Community Land Trust at Beer.

9. Salt Distribution

The Chairman reported that one of the dumpy bags of salt was at Cllr. Patch's and the other at Pauline Hopkins. The small bags had been distributed to the following as distribution points: The Chairman Cllr. Small, Cllr, Tristram, Bagwells and Steve Young.

Any person in need of salt to contact the Snow Warden (Cllr. Small) or the Clerk.

10. Notice Board at Cleave Cross

It was decided that before considering the matter any further, that the Council check if planning permission would be required. The Clerk to investigate.

11. Frontage at Funny Farm

At the October meeting, it had been suggested that the Council, as an act of friendship, should offer some help to tidy the area further in the interests of all concerned. All had been in favour but the matter and offer had not been progressed.

Cllrs. discussed the matter again and how the offer of help should be made. Cllr. Mulrain passed around a newspaper article about Community Protection notices (CPNs) which could be used by District Councils. Cllr. Parr said an East Devon Council officer had inspected the frontage some time ago but that it didn't warrant any serious action by the Council. Some felt that the offer of help should be by letter whereas others felt that a personal approach to the householder would be better and much more friendly. It was decided that the Clerk should speak to East Devon Council for advice on how the Parish Council should approach the matter. The matter to then be further discussed at the next meeting.

12. Agendas & Procedures

It was agreed that in future draft minutes would be sent to Councillors within 10 days of a meeting and that agendas would be sent 10 days in advance of a meeting. The Clerk reminded Cllrs. that items cannot be added to the agenda after it had been issued. Any business conducted without being listed on the agenda may be declared void, if challenged. Every substantive matter which requires a decision must be on the formal agenda, so it was important that Councillors advise the Clerk of any item they wish included at least 12 days before the meeting.

13. Planning Applications:

a) New Applications

Application 16/2705/FUL – The Grazing Cow

Proposed construction of timber building for use as farm shop (on site of existing polytunnels) and change of use of adjoining land to picnic area

The Clerk advised that he had been notified of the application but that there were no further details or documents to view on the planning website. Cllr. Staunton proposed supporting the application, seconded by Cllr. Paveley, all in favour.

b) Application and Appeal decisions

Application 15/2637/FUL – Conversion of barn to dwelling at The Barn, Fernleigh, Offwell
The Clerk had been advised by planning that the appeal had been dismissed.

Application 16/2620/FUL – Alterations to reduce size of existing storage building and its retention for forestry, storage and ancillary shelter purposes on land at Bucknoll Wood.
The Clerk had been advised that the application had been approved.

c) Other Application matters

Cllr. Patch queried why two applications, one for ED Business Park and one for Greystones put both properties in Wilmington whereas they are both in Offwell. The clerk to investigate.

14. Report on ORG & VHC

Cllr. Patch reported that the Village Hall floor had been sanded and revarnished by a specialist flooring company. The floor was now in excellent condition and provided a superb surface for all the various activities and user groups who use the hall.

15. Correspondence

The Clerk reported that the following correspondence had been received:-

- a) Email from DCC re the Avian Flu Outbreak & the Prevention Zone declared by DEFRA.
- b) Healthwatch Voice Winter 2016/17 issue on what's going on in Health & Care Services in Devon
- c) Email newsletter from Offwell C of E Primary School
- d) Email from Carol Hayes re potholes in the Goyle
- e) Email from Carol Hayes re Neighbourhood Alert
- f) Email from Highways re the road closure from St Marys Church to Colwell Barton that due to unforeseen circumstances, the work had not started and the road would remain closed until further notice. Anticipated completion by Dec 2017.
- g) Email from EDDC that their weekly edition of The Knowledge can be viewed on their EDDC website
- h) Email re the Parishes Together Fund
- i) Email re the Highway Community Enhancement Fund
- j) Letter from EDDC re Consultation process about revisions and suggested amendments to Dog Control Orders under the new Public Space Protection Orders.

It was agreed that in future Correspondence will appear on the agenda after the reports item.

16. Agenda Items for Next Meeting

Training for Councillors

Date for the April meeting.

17. Date and Time of Next Meeting

The next meeting will be on Monday 20th February 2017 at 7.30pm in the Social Club.

The meeting closed at 9.15pm.