

**OFFWELL PARISH COUNCIL**  
**MINUTES OF A MEETING HELD ON MONDAY**  
**18<sup>th</sup> SEPTEMBER 2017 IN THE SOCIAL CLUB**

**Present:** Cllrs A Small (Chair), M. Brake(Vice Chair), S Patch,  
M Mulrain, P Tuke, T Staunton, C Whithear

**In Attendance:** A Jenkins (Clerk), EDDC Cllr. H. Parr

**Members of Public:** 8

**OPEN SESSION**

No matters were raised.

**COUNCIL BUSINESS**

**1. Apologies**

Cllr. J. Tristram, Cllr. Millington & PCSO 30012 P Anning

**2. Declaration of Interests**

Cllr. Brake and Cllr. Patch declared an interest in Item 14 as having previously been involved in the Playground Funding Team.

**3. Minutes of the Meeting held on 21<sup>st</sup> August 2017**

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

**4. Matters Arising from the Minutes**

The Clerk reported that he had written to the Highways England Officer responsible for the A35 and requested a meeting to discuss the Council's road safety concerns. He had also requested under the Freedom Of Information Act the Road Traffic Accident statistics for the last 5 years on the section of the A35 from Devil's Elbow past Windmill Garage to the Grazing Cow Cafe.

It was felt that the meeting arranged should be with the full Council and that County Cllr. Martin Shaw should also be invited to the meeting.

The Clerk advised that the CIL funding may be relevant to Item 14 when discussed.

## 5. Reports

### (a) Police:

The Clerk reported that PCSO Anning had sent a written report that there had been no recorded crimes for the period 14/08/2017 to 17/09/2017.

### (b) District and County Councillors:

EDDC Cllr. Parr reported that the new waste and recycling service was working well and that in July 58% of all waste had been recycled. The amount of waste going to landfill was reducing. She said that the possibility of introducing a green waste collection service was now being considered.

She reported that initial site work had commenced on the new EDDC office building at Honiton and that the scheduled completion date was still late 2018.

She said that EDDC has very a high rating amongst Councils in England for the collection of Council taxes due. During the last financial year it had collected 99% of the Council Tax due, was the highest rated Council in Devon, Cornwall & Somerset and the 18<sup>th</sup> highest out of 325 Councils in England.

DCC Cllr. Shaw had submitted a written September report which had been posted on the website. In his report he had advised that he was seeking to press the Royal Devon & Exeter Trust to bring more services to the Community hospitals.

### (c) Other Reports

None

## 6. Correspondence

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

- a) Email from an Alex Clark who was hoping to bid through the Devon Home Choice website on renting a council bungalow in Ramsden Lane. He was seeking the Parish Council's support in his application.  
The Council felt that they were not in a position to offer support on such matters but wished Mr Clark good luck with his application.
- b) Temporary Traffic Restriction on Poltimore Road, Farway from 9<sup>th</sup> October 2017 for a maximum of 5 days until 13<sup>th</sup> October for patching works to be carried out.
- c) Email newsletter from Offwell C of E Primary School.
- d) Email invite to the Devon Association of Local Councils 2017 AGM, Conference & Exhibition on the 10<sup>th</sup> October at Exeter Racecourse, Kennford, Exeter EX6 7XS. The conference was for Clerks and Councillors and the invitation was for two representatives from the Council at a cost of £25.00 per person. The Clerk said that he wished to attend and Cllr. Mulrain also volunteered to attend. Cllr. Tuke proposed approval of the £50.00 cost to the Council, seconded by Cllr. Whithear, all in favour.
- e) Email from EDDC Recycling & Waste attaching leaflet on the new service. Clerk has requested that this is put on the village website.
- f) Email from DCC re the Parish paths partnership annual Workshops. The Clerk advised that Cllr. Tristram may attend.

- g) Email from the Senior Arboricultural Officer at EDDC advising that at present there is no tree warden for Offwell Parish. The Clerk to advise Councillors on the role of a tree warden.

## **7. Finance**

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

- a) £124.37 be paid to the Clerk for the period 24<sup>th</sup> July 2017 to 24<sup>th</sup> August 2017
- b) £17.60 be paid to HMRC for PAYE for same period
- c) £67.99 be paid to A Dimond & Co. Ltd for supply of printer toner cartridge

## **8. Bank Statements & Financial Report**

The Clerk advised that there was £9,680.59 in the current account.

He reported that he had been in contact with Grant Thornton, the external auditors and that they hoped to issue the audit report at the end of the month.

The Clerk presented an interim mid-term finance report showing the amounts paid to date with a projection of the amount yet to spend and a projected year-end balance of £8909.96. The difference between the budgeted spend of £4,799 for 2017/18 and the projected total spend of £6,992 being mainly due to the increased grants spend of £2,710 as compared to the budgeted amount of £800.

He advised however that there were certain variables, the majors ones being grant applications yet to be considered and the matter of possibly employing a lengthsman. There was a grant application to be later considered under Item 14 and said that he would give Councillors separate financial notes for consideration when this item was due to be discussed.

When the 2017/18 Precept budget was discussed in November 2016, the forecasted budget spend was £4,799 and it was decided to take £1,900 from reserves resulting in a precept figure of £2787. This precept figure had been a modest increase of £63 on council tax demands for the Parish.

He advised that EDDC had just given a brief heads up for Parishes 2018/19 budget preparation predicting that there would be a 24% reduction in the Council Tax Support Grant and that there was still a risk of Government putting restrictions on Town and Parish Council Tax increases.

The Clerk advised that when considering the budget and setting the precept for 2018/19, the Council would need to consider the amount they wish to take from the reserves of £8,909.96 (projected year-end balance) to set a reasonable and considered precept. With the Council having previously supported the amount of the precept by taking monies from reserves (balance held at bank), if they wished to continue this course of action to keep a similar level of precept there would over a number of years be a substantial reduction in the reserves. This would be more so if year-end spends exceed the budget. If the Council wished to reduce the amounts taken from reserves to support the precept, then the precepts would have to be increased subject to any Government imposed restrictions.

In December, when Council come to consider the budget for 2018/19 and decide the precept figure, Council will have more definite spend figures for this current year and also confirmation of any Government restrictions in the local finance settlement.

Councillors accepted the report and raised no questions

## **9. Planning Applications:**

### **a) Planning Application – 17/2092/FUL – The Grazing Cow, Offwell**

Cllrs. perused the application and Cllr. Whithear proposed supporting the application, seconded by Cllr. Tuke, all in favour.

### **b) Planning Application – 17/1969/FUL – Barnfield, Offwell, EX14 9SL**

The Clerk advised that this planning application had been granted planning permission.

### **c) Planning appeal APP/U1105/W17/3174595 – 5 East Devon Business Park, Wilmington**

The Clerk advised that this appeal (following refusal of planning application 16//3054/COU) had been dismissed.

## **10. Wilmington CLT and Offwell Parish Council**

The Clerk reported that he had received an Email from the Chair of Wilmington CLT (WCLT) advising that at their last Board/Steering Group meeting they had discussed the matter of a possible link between WLCT and Offwell PC in the development of affordable housing. They felt that for a number of constitutional and practical reasons, they would be unable to adopt such an approach at present. However, they would not wish to exclude the possibility of working with Offwell as neighbours in some way in the future and as the project develops. The Clerk to ask Janice Alexander for her thoughts on the matter.

## **11. Volunteers to fill in potholes**

The Clerk advised that Councillor Tristram had been approached by two persons living in Mill Lane volunteering to take on the role of filling in potholes in the parish.

Following discussion, it was decided that the Clerk contact Devon Highways for information on the details and costs etc involved in such a volunteer scheme.

## **12. Parishes Together**

The Clerk reported that he had written to Widworthy Parish Council for more information about the damaged bank but had received no reply.

## **13. Dog Bins**

The Clerk reported that EDDC had advised that the price for emptying the single bin in the centre of the village would be £200 per annum. As to the lockable bin, they would probably need to have a look at it to see what type it is. If needs be they can let us have a new dog bin if the lock causes any issues.

The only other problem that they can foresee could be the weight of the bin. If it is too big and waste from other bins is being put in too then it may end up too heavy for their contractor to empty. However, this can also be dealt with if it occurs by changing the bin. If that is the case then they wouldn't charge the Council for it.

The Clerk to liase with Cllr. Tristram and arrange for EDDC to look at the dog bin.

## **14. Funding Request application from the Childrens Playground Fund Committee**

The Clerk reported that the Playground Fund Committee had submitted a written funding request form asking for a Council donation towards the new playground. They were asking

for a total of £5,000 with £2,500 payable now and a further £2,500 as a promissory in the next financial year.

The Clerk gave Councillors the separate financial notes he had prepared showing if the Council were to decide to make the donation, the effect on the Council's projected year-end balance and future reserves and budget considerations.

Cllr. Brake and Cllr. Patch had declared an interest at the start of the meeting as having been previously involved as members of the Playground Fund Committee. The Clerk also declared an interest in the matter being a Trustee of ORG/VHC and a member of the Playground Fund Committee.

Following discussion about the new playground, it was proposed by Cllr. Patch, seconded by Cllr. Brake that the Council give the requested grant, but the majority were not in favour.

The Clerk said that the EDDC CIL funding scheme may provide a possible funding opportunity for the new playground but that it was unclear as to whether a bid would have to be submitted by the Council as the infrastructure delivery partner making the bid. Following discussion, it was agreed that the Clerk speak to the Officer at EDDC responsible for the bid process and seek clarification on this point and then for the Clerk to seek each Councillor's voting preference as to whether the Council should proceed to make a bid before the deadline of the 22<sup>nd</sup> September 2017.

#### **15. Plaque for Cross**

The Clerk advised that he was waiting quotations.

#### **16. Clerk's review**

It was proposed by Cllr. Tuke, seconded by Cllr. Whithear that the Clerk's appointment be confirmed having satisfactorily completed his probationary period. All in favour.

#### **17. Lengthsman**

The Clerk advised that he was still awaiting a response to his query from Stephen Kelly at Devon Highways.

#### **18. Agenda items for next meeting**

None

Cllr. Whithear and Cllr. Tuke tendered their apologies in advance as they would be unable to attend the next meeting.

#### **19. Date and Time of Next Meeting**

The next meeting will be on Monday 16<sup>th</sup> October 2017 at 7.30pm in the Social Club.

The meeting closed at 9.50pm.

Signed..... Date.....



