

OFFWELL PARISH COUNCIL
MINUTES OF A MEETING HELD ON MONDAY
17th JULY 2017 IN THE SOCIAL CLUB

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

In Attendance: A Jenkins (Clerk), DCC Cllr. M. Shaw, EDDC Cllr. G. Godbeer, EDDC Cllr. H. Parr

Members of Public: 6

OPEN SESSION

No matters were raised.

COUNCIL BUSINESS

1. Apologies

Cllr. M. Brake & Cllr. C. Whithear

2. Declaration of Interests

None

3. Minutes of the Meeting held on 19th June 2017

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

4. Matters Arising from the Minutes

The clerk advised that he had received a quotation from EDDC of £600 (200 per bin) for emptying the Parish Council's 3 dog bins on a thrice weekly emptying (Monday, Wednesday, Friday).

They do not do a once or twice a week collection due to issues in the past with overflowing/unpleasant bins.

Cllr. Tristram suggested asking for a revised quotation for them just emptying the large bin by the Church as there was only minimal dog waste in the two smaller bins and that he would be prepared to empty these in to the larger bin as and when required. He pointed out that the large bin is lockable so the Clerk would have to check how the contractor would access the bin. The matter to be put on the agenda for the next meeting.

5. Minutes of the Meeting held on 11th July 2017

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

6. Matters Arising from the Minutes

Matters discussed later under Item 11.

7. Reports

(a) Police: No reports received

(b) District and County Councillors:

DCC Cllr. Shaw had sent the Council a written monthly report which the Clerk had circularised to all Councillors.

With regard to Highways reporting, he had made the following important points:-

Issues should be reported online whenever possible, at <https://new.devon.gov.uk/roadsandtransport/report-a-problem/> Online reporting means issues go directly to the teams which deal with them (e.g. potholes to the contractor filling them, hedges to the hedge-cutting team), rather than taking extra time if emailed or phoned in.

If there are two or more nearby potholes, or hedges which are obstructing drivers' vision (the ones the County will cut), make a report for each hole or hedge separately. This helps them to see clusters of issues.

Remember that they have criteria for filling potholes (a 40 mm drop at the rim of the hole, not in the middle, and minimum width of 300 mm). The contractors will only fill the ones that are reported and fit these criteria, not others. This explains why some holes are filled while nearby ones are not (not his policy - don't shoot the messenger!).

He will be attending the East Devon Highways and Traffic Order Committee (HATOC) on 24 July. He will see if it is possible to get any last-minute additions to the 2017-18 schedule. Otherwise, new requests will be for 2018-19.

Cllr. Shaw said that since his written report a number of the outstanding pot holes had been dealt with.

He said that the DCC Health & Adult Care Scrutiny Committee had at the meeting on the 19th June delayed a decision on whether or not to refer to the Secretary of State for Health the New Devon Clinical Commissioning group's plans for cutting beds in Seaton and Honiton hospitals. The Scrutiny Committee was due to meet again on the 25th July to make a decision on the matter.

Cllr. Patch said that she had attended a public meeting in Honiton on the 11th July regarding the plans for cutting beds in Honiton hospital. It had been suggested at the meeting that anyone with concerns on the matter should write to members of the Scrutiny Committee ahead of the meeting on the 25th. She gave out the email list of the committee members for anyone wishing to write.

The Chair asked Cllr. Shaw if he would be prepared to consider funding the £300 cost to the Parish of conducting the Affordable Housing Needs survey. He explained that the Council had previously asked his predecessor Cllr. Randall-Johnson a few months ago but she had advised that she did not have anything left in her locality budget for the civic year 16\17. Cllr. Shaw asked the Council to complete an application form and submit it to the Locality budget team for consideration.

EDDC Cllr. Parr reported that the District Council had injected additional capital into the new Recycling Scheme due to the increased volumes.

EDDC Cllr. Godbeer reported that the new electoral arrangements for East Devon District Council recommended by the Local Government Boundary Commission had been accepted and were being laid before Parliament for approval.

(c) Other Reports

None

8. Correspondence

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

- 1) Email from EDDC re the Knowledge weekly newsletter
- 2) Email from VHC & ORG regarding the poor state of the Parish Council plant container outside the Village Hall. After discussion, it was agreed to agenda this for the next meeting.
- 3) Email from the Volunteer Manager at Devon Air Ambulance looking for people to join their family of volunteers. The Clerk had passed this on to be advertised on the village website.
- 4) Email from Streetscene at EDDC confirming in response to a query from the Clerk that they can do one off clearance of ditches but would need to come out to view the extent of work required to give a quotation.
The Clerk said that the Highways lengthsman had during the last week been doing some clearing of the grips and easements in some lanes and that after discussion with them was going to write to Highways to ask if it was possible for the Parish Council to have a copy of the map used by them showing all the grips and easements etc on the lane network in the Parish. This would enable to Parish Council to be in a better position to assess the extent of work carried out by the Highways Lengthsman and what additional supplementary work the Parish Council would have to consider if they were to employ their own lengthsman
- 5) Email from EDDC re potential offer of training around planning issues for Parish Councillors and officers. The Clerk to reply stating that the Parish Council would be interested in such training.
- 6) Email from Planning Policy at EDDC advising that the East Devon Villages Plan was submitted to the Secretary of State on the 28th June.
- 7) Email from EDDC Youth Community Development Worker advertising the Switch Funday in Offwell on the 14th August. The Clerk to put advert on noticeboard and pass on for inclusion on Village website.

9. Finance

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

- a) £124.37 salary be paid to the Clerk for the period 29th May 2017 to 26th June 2017
- b) £17.60 be paid to HMRC for PAYE for same period
- c) £60.00 be paid to DALC for Chairmanship Short Courses on 13th June 2017

8. Bank Statements

The Clerk advised that there was £10,114.12 in the current account and passed around for the Councillors perusal the 1st June 2017 & 30th June 2017 Bank statement.

11. Affordable Housing Needs Survey & options forward

The Clerk reported that Janice Alexander of DCT had following the meeting on the 11th July spoken to Wilmington CLT who had confirmed that they would be interested in meeting with members of the Parish council to discuss a joint approach. She would attend the meeting herself together with Steve Watson from Wessex CLT project and Paul Lowe from EDDC.

She had also sent the Clerk the Wilmington Housing Need Survey which he had circularised to all Councillors.

Councillors then discussed the various options forward and the recommendation from the Meeting on the 11th July 2017 to further investigate option 'd' with Wilmington CLT.

Cllr. Mulrain proposed that the Council follow this recommendation and meet with Wilmington CLT to have detailed discussions to explore how a joint approach to provide affordable housing would operate. Seconded by Cllr. Tuke, a majority of 5 to 1 in favour. The Chair and Cllr. Mulrain nominated as the representative Councillors at the meeting. The Clerk to contact Wilmington CLT and arrange the meeting.

12. Planning Applications:

- a) **Planning Application – 17/1347/OUT - Land Adjoining 3 Offwell Barton Offwell Honiton EX14 9SA**

Cllrs. perused the application and decided unanimously to object to the application on the following grounds:-

Road Safety issues in that vehicle access would increase traffic on what is a dangerous bend on Ramsden Lane.

That this application would result in over development of the site increasing the existing problem of runoff water affecting properties and fields behind.

Proposed by Cllr Tristram, seconded by Cllr. Mulrain, all in favour.

13. Parish Councillor Vacancy

The Clerk reported that following the required advertisement of the Casual Vacancy he had now received official confirmation from the Returning Officer at EDDC, that the period of notice requiring an election to fill the vacancy had now expired and that as he had received no such notice no election will be held.

The Clerk advised that the Council were now able to fill the vacancy by co-option and the Council approved the advert he had drafted. The advert to be placed in the notice board and on the website/email database.

14. Review of Parish Councillor Register of Interest Forms

The Clerk reported that he had received correspondence from Democratic Services at EDDC asking for the Parish Councillors to review their register of interest forms and once they have done so to let the Clerk know in writing if 'no change', or if changes are required, for them to complete, sign and return a new form, ideally electronically. The Council no longer use update forms.

This must be done before the end of August, as the Clerk must email Democratic Services before the 1st September with a list indicating which Councillors have no changes and which are returning newly completed forms.

The Clerk will email all Councillors with full information, new forms to use if required and the email link for them to view their existing register of interests.

15. Road Safety A35 (Devil's Elbow to Grazing Cow)

The clerk reported that both Cllr. Tuke and himself had been contacted by Mrs Bright who lives by the A35 near Windmill Garage expressing her concerns about road safety and safety of her property in view of the numerous and often serious road traffic accidents along this stretch of the A35.

The Clerk said that he had written to the Police & Highways for the RTA statistics. Cllr. Tristram proposed asking for a Representative from Highways England to meet with the Council to discuss the issue of road safety of the A35. Seconded by Cllr. Patch, all in favour.

16. Report on ORG & VHC

Cllr. Patch reported that the Playground Team had recently run a very successful and enjoyable Family Fun Day raising £263.00 towards the new playground fund. In response to a query from Cllr. Staunton, she said that the hedge alongside the road would not be cut until September due to DEFRA rules.

17. Agenda items for Next Meeting

- Dog Bins
- Email system
- Parish Council plant container outside the Village Hall

18. Date and Time of Next Meeting

The next meeting will be the Annual Meeting on Monday 21st August 2017 at 7.30pm in the Social Club.

The meeting closed at 8.40pm.

Signed

Date.....

