

**OFFWELL PARISH COUNCIL**  
**MINUTES OF A MEETING HELD ON MONDAY**  
**18<sup>th</sup> MARCH 2019 IN THE SOCIAL CLUB**

**Present:** Cllrs A Small (Chair), P. Tuke, J. Tristram, D. Millington, M. Brake  
C. Whithear, T. Staunton,

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

**Members of Public:** 2

**OPEN SESSION**

No matters were raised

**COUNCIL BUSINESS**

**1. Apologies**

Cllr. Mulrain, Cllr. Patch, DCC Cllr. M. Shaw, EDDC Cllr. G. Godbeer

**2. Declaration of Interests**

None

**3. Minutes of the Meeting held on 18<sup>th</sup> February 2019**

Cllr. Tristram advised that Cllr. Godbeer was not shown as in attendance and that Cllr. Parr's name was shown twice as in attendance.

The minutes were amended to correct this error and were then declared a true record of the proceedings, proposed by Cllr. Whithear, seconded by Cllr. Tristram, all in favour.

**4. Matters Arising from the Minutes**

Councillors Millington and Staunton were still experiencing problems accessing their new email accounts. Cllr. Brake said that he would assist them and Cllr. Patch to resolve matters.

The Clerk advised that his enquiries were continuing in respect of suitable sites for the planting of a land mark tree.

## Reports

### (a) Police:

The Clerk reported that PCSO England 30017 had sent a further email confirming that they were going to lose numbers by March 2020. At this point in time they have four towns to cover which all have rural areas as well. They currently have 8 PCSO's, 2 SGT's, 5 Beat Managers (police officers) spread across the area. They have been advised that they are going to be reduced to 5 PCSO's by 2020. Unknown at present about Beat Manager numbers. The PCSO's have an option to move before the date given and bring the numbers down to 5. If this does not happen they are looking at 3 of them moving out for 3/6 months then returning with 3 more going after. This has not been confirmed at this stage.

There are currently 2 PCSO's and 2 Beat Managers at Honiton. Sadly one PCSO will be going by 2020 and both Beat Managers are currently office bound. Once there are 5 PCSO's left for the area, they will decide how they can police the area. It is likely that there will be 1 PCSO in each of the 4 towns and 1 PCSO to cover rural for all of East Devon.

He said that the force wishes PCSO to engage with the rural communities and he is hoping to continue issuing monthly reports but in a much simpler form than before. His report for the period 01/02/2019 to 28/02/2019 showed there were no recorded crimes.

### (b) District and County Councillors:

EDDC Cllr. Parr reported that the District Council were working with DCC on plans for electric car charging points in public car parks. The electric car and charging points was a rapidly changing industry with many operators and they were looking for a sustainable and value for money approach. The plan at present is to introduce a charging point into a car park at the same time as they change any pay meter. This would assist in reducing in disruption and minimizing costs.

The Clerk reported that DCC Cllr. Shaw had sent a March 2019 report which had been forwarded to all Councillors and published on the website. There were no matters in the report specifically relating to Offwell Parish.

### (c) Other Reports

None

## 5. Correspondence

The Clerk advised that he had forwarded on to Councillors all email correspondence received. These had included: -

- a) Newsletters from Offwell C of E Primary School
- b) Devon & Cornwall Police Alerts re:  
False Police email scam, Knife amnesty 11-17 march, Cyber Fraud, Tenancy Deposit scheme
- c) Email from Devon Communities Together re Community Led Planning & Devon Community Resilience
- d) Email from EDDC planning re CIL Preliminary Draft Charging Schedule Consultation
- e) Email from Forestry England re East Devon Forest Plan Proposals Consultation until 22<sup>nd</sup> April
- f) Email from EDDC re disposal of items from the Knowle. There were no items on the list of interest to the Parish council. EDDC Cllr. Parr advised that the notice board for which the Parish Council had expressed an interest was going to be retained for reuse by EDDC.

- g) Email from Sulina Tallack EDDC re section 106 receipts for Offwell play and sports provision. She had confirmed that EDDC hold no S106 receipts for Offwell play and sports provision and cannot see that there is ever likely to be in the future. In terms of CIL to date £1,433.97 has been paid over to the Parish Council with a further payment due in April 2019
- h) Email from Honiton Leisure Centre which had been forwarded on by Carol Hayes re free Health 'MOT' for the over 50s being offered at the Leisure Centre.

## 6. Finance

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

- a) £250.12 be paid to the Clerk for the period 10<sup>th</sup> December 2018 to 7<sup>th</sup> January 2019.
- b) £48.80 be paid to HMRC for PAYE for period 7<sup>th</sup> January 2019 to 4<sup>th</sup> February 20.19.
- c) £60.00 tuition/training costs be approved for Mrs D. Mulrain to receive tuition / training on updating information / graphics following upgrades to the system and resolving historic issues with Council's village website.
- d) £74.99 be paid to A. Dimond & Co. Ltd. for a HP 217a printer toner cartridge.

## 8. Bank Statements

The Clerk advised that there was £8260.12 in the current account (after allowing for uncleared Cheques but not allowing for the above payments) and £1,433.97 in the dedicated CIL account. He passed for Councillors perusal the Bank Statement dated 1<sup>st</sup> March 2019.

## 9. Planning Applications

### **18/2657/ADV – Non illuminated hoarding sign for the Grazing Cow situate (A35 Opposite) Windmill House, Offwell, Honiton**

The Clerk advised that following an objection from Highways England to the size of the sign and the text, revised signage had been submitted by the applicant. The siting of the proposed signs had not been altered and following discussion by Councillors, Cllr. Small proposed that the Parish Council not alter their objection to the application, seconded by Cllr. Brake, all in favour.

### **19/0022/FUL – Rookery Cottage, Offwell, Honiton EX14 9SL**

The Clerk advised that no decision had been made as yet.

### **19/0141/FUL – Sweethayes, Offwell, Honiton EX14 9SB**

The Clerk advised that this application had been approved.

The Clerk advised following the last meeting he had advised the Planning Department of the Parish Council's resolved comments in respect of the three applications, by replying to the Planning Dept. original notification emails. However, he had then subsequently noticed that the comments had not been recorded on the applications and had then discovered on speaking to Planning that original notification emails from Planning are one way and cannot accept replies. The comments have since been recorded and he has been advised of the email addresses for comments to be sent to in the future.

## 10. Grit Bin

The Clerk advised that he had obtained quotes for a grit bin and that the most competitive was from Glasdon for a 160 ltr. Slimline grit bin. Their normal price for a green coloured bin with a grit/salt marked lid is £148.19 plus VAT but that they presently had a clearance offer price of £103.73 plus

VAT. Cllr. Brake proposed the Council proceed to order the bin, seconded by Cllr. Millington, all in favour.

### **11. Dog Poo / Bin**

The Clerk advised that he had received a quote from Glasdon of £86.52 plus VAT for another dog waste bin. Council discussed the matter and resolved not to proceed with purchasing another bin.

The Clerk reported that he had received a letter from EDDC advising that they had increased the annual charge of emptying the dog waste bin. They had advised of 3 different levels of service:-

Collection once a week -£87.50 per bin

Collection twice a week -£175.00 per bin

Collection three times a week - £250 per bin

Following discussion, Cllr. Small proposed that the Council opt for the twice a week @ £175.00, seconded by Cllr. Staunton, all in favour.

### **12. Colwell finger Post**

The Clerk said that Highways had asked for confirmation of the siting of the Colwell finger post and would then confirm the cost to the Parish Council if it decided to proceed. Cllr. Tristram confirmed that the location shown was correct.

### **13. Gigaclear**

The Clerk advised that Gigaclear had issued a statement on the 15<sup>th</sup> March apologising for the delay in the delivery of the full fibre network across its contracted areas in Devon and Somerset. They are contracted by Connecting Devon and Somerset (CDS) to provide 47,810 homes and businesses across Devon and Somerset with access to full fibre broadband. They are developing a new delivery schedule using new delivery technology and methods to overcome the problems they and their contractors have had to date delivering this network. They had issued a revised roll out schedule which showed that Offwell was now due for completion in the 4<sup>th</sup> quarter of 2019.

### **14. Parishes Together Grant Work**

The Clerk advised that he was due to discuss with Cllr. Patch the ditches for the work to be carried out on.

### **15. Proposed and seconded motion that the existing Standing Orders of Offwell Parish Council be revoked and new standing Orders in line with the NALC 2018 model standing orders be adopted in their place.**

At the last meeting The Chair had proposed, seconded by Cllr. Tristram that an item be included on the agenda for the next meeting that the existing Standing Orders of Offwell Parish Council be revoked and new standing orders in line with the NALC 2018 model standing orders be adopted in their place.

In accordance with standing order 42b, The Chair had declared that this stand adjourned without discussion to the next ordinary meeting of the Parish Council.

Following discussion it was resolved unanimously that the motion be carried and the new standing orders be adopted.

## 16. Elections 2019

The Clerk gave nomination packs to those Councillors who wished to stand as candidates for election, together with a timetable of proceedings for the East Devon District and Local Elections on Thursday 2<sup>nd</sup> May 2019.

He reminded Councillors that the publication of the Notice of Election is Friday 22<sup>nd</sup> March 2019 and that completed nomination papers can be delivered back to the EDDC Electoral Office at Blackdown House between 10.00am and 4.00pm from the 25<sup>th</sup> March 2019 up until the deadline at 4.00pm on Wednesday 3<sup>rd</sup> April 2019. He reminded Councillors that they are **NOT** automatically entered forward into the election because they are existing Councillors. If they wish to stand again as a candidate for election, they **MUST** complete and submit a nomination form.

He further advised that it is recommended that candidates take the nomination forms in person to the Electoral Office so that if when the forms are accepted and checked, any amendments necessary can be initialled/signed by the candidate. Any incorrect / uncompleted forms will not be processed once the deadline of 4.00pm on the 3<sup>rd</sup> April is past.

He asked if anyone was aware of any person interested in standing for election as a Parish Councillor for them to either contact himself or the Electoral office at Blackdown House for a nomination pack.

## 17. Agenda items for Next Meeting

Parishes Together Grant Work

CIL

Annual Parish / Council Meeting

**PART TWO** Items which may be taken in the absence of the press and public. The Committee is recommended to pass the following resolution:- ‘Resolved that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as they involve the likely disclosure of sensitive and confidential information.’  
Proposed by Cllr. Small and seconded by Cllr. Brake.

## 18. Clerks salary – to review with reference to NALC 2019/20 payscales.

The Clerk left the room whilst this item was discussed. Resolved to increase pay with effect from 01/04/2019 to SCP16 at hourly rate of £9.96. Proposed by Cllr. Tristram, seconded by Brake, all in favour.

## 19. Date and Time of Next Meeting

Monday 15<sup>th</sup> April 2019

The Meeting closed at 9.15pm.

Signed *A. Small*

Dated 15<sup>th</sup> April 2019









