

# **OFFWELL PARISH COUNCIL**

## **MINUTES OF A MEETING HELD AT 7.30PM**

### **ON MONDAY 19<sup>th</sup> AUGUST 2019 IN THE SOCIAL CLUB**

**Present:** Cllrs M. Brake(Vice Chair), P. Tuke, J. Tristram,  
P. Hopkins, V Smith

**In Attendance:** DCC Cllr. M. Shaw, A Jenkins (Clerk)

**Members of Public:** 2

### **OPEN SESSION**

Mrs A Richards raised two issues relating to Highways. The first was the road sign (opposite the road to the Recycling)at Greystones Cross which was so dirty that it was almost unreadable. The second was the hedge outside Fairings on Ramsden Lane in that it was causing a hazard to road users as it was overgrown. Councillors asked the Clerk to report the matters to the Highways Officer.

### **COUNCIL BUSINESS**

**1. Apologies**

Cllr. A. Small (Chair), Cllr. M. Mulrain, Cllr. C. Whithear, Cllr. S. Patch, EDDC Cllr. H. Parr

**2. Declaration of Interests**

None

**3. a) Minutes of the Meeting held on 15<sup>th</sup> July 2019**

The minutes were declared a true record of the proceedings, proposed by Cllr.Smith , seconded by Cllr.Hopkins , all in favour.

**4. Matters Arising from the Minutes**

The Clerk reported that he had received confirmation from DALC/NALC that under the CIL regulations that the Parish council was not allowed to give a grant from the Cil monies towards the Playground project. The regulations required the Council to spend the money directly on the purchase of a playground equipment item and the Council would have to show this in it's annual returns to EDDC.

He advised that he had written to the Charity accordingly to

- a. confirm that the Council had resolved to make a commitment to spend £2,250 from it's CIL (Community Infrastructure Levy) fund on playground equipment for the Project.
- b. That it was not permissible for the Council to give it as a grant as this was not permitted under the regulations. The Council must spend the money directly on the purchase of a specific item of the proposed playground equipment.
- c. That the regulations governing the CIL funds required the Council to be specific in their required annual CIL returns to EDDC on what the money has been spent on. The Charity would need to advise the full details of the actual item of equipment prior to the drawing down of the funds.
- d. That there was a condition applying to the CIL monies in that the Council MUST spend the monies within 5 years of receiving them. If it doesn't then the monies , must be returned to EDDC for them to spend how and where they wish and not necessarily in Offwell
- e. That the Council receive the CIL monies every 6 months and the payments received to date were as follows:-  
November 2017 - £742.81  
April 2018 - £345.58  
October 2018 - £345.58  
April 2019 - £826.34  
Total received to date £2,260.31
- f. That the 5 year limit is a rolling 5 years, so the £742.81 from Nov 2017 must be spent by Nov 2022, the £345.58 from April 2018 must be spent by April 2023 and so on.  
Hopefully by Nov 2022, the Charity would have been successful in securing the funding needed for the project and the Council could proceed to purchase the specific playground item.

The Clerk reported that he had received a completed grant funding request form from Trip together with a copy of their last set of accounts. There are currently over 35 Offwell residents registered and using the TRIP services. Following discussion, Cllr. Tristram proposed that the Council give them a grant of £100, seconded by Cllr. Brake, all in favour.

The Clerk advised that he had arranged an evening “ Being a Good Councillor Course” for all the Kilmington Parish Council Councillors on the 30<sup>th</sup> September and that Cllr. Hopkins could also attend if she wished. It would be held in the Cudmore Room of Kilmington Village Hall and start at 6.30pm. The benefits are that the cost to Offwell PC will be less than the usual DALC course fee and that it is a local venue and an evening course. Cllr. Hopkins confirmed that she would attend. The Clerk to email her the full details nearer the time.

Cllr. Tristram reported that he had cut back the vegetation around the Phone Box and would keep a regular check on it.

The Clerk advised that he had written to the other Parish Councils suggesting the formation of a joint liaison forum to discuss the issues with the A35. He had received a reply from Kilmington who had confirmed that they were prepared to support it but to date had not received replies from the other Councils.

## **5. Reports**

### **a) Police:**

The Clerk reported that he had not received any report from the Police violence/sexual crime and had checked himself on the crime statistics website. This only showed that in June 2019 there had been no crimes recorded in Offwell

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

DCC Cllr. Shaw reported that he had attended the meeting at Colyton Town Hall and that he would be challenging the the Devon & Somerset Fire & Rescue proposals at the DCC Scrutiny Committee meeting in September.

He had attended a meeting in Exeter on 17 July at which Andy Roberts of Highways England presented the results of a consultants' report on the proposed 'route treatment' scheme for the A35 based on average speed-cameras. The report showed that there would be real and 'cost-effective' safety gains from the proposals, which include 2 crossings in Wilmington and one in Kilmington. The proposals need further tweaking but that Highways England hope they will go forward for approval within this financial year with detailed design work in 2020-21, which would mean the earliest date for implementation would be in 2021-22.

EDCC Cllr. Parr had sent a written report which had been forwarded to all Councillors. She had reported on a number of subjects, including Electric Vehicle Charging Points and the number and location of Affordable Housing Units delivered across East Devon during the year April 2018 to March 2019

### **c) Other Reports**

Cllr. Smith gave a report on the topics covered in the "Being a Good Councillor Course" she had recently attended at the Beehive on the 17<sup>th</sup> July.

## **6. Correspondence**

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

- a) Email from Trip re their Befriending Scheme offering companionship and support in Honiton and surrounding villages.
- b) Email offering free Dog fouling stickers offer
- c) Email from EDDC re Introduction to Crowdfunding session
- d) Invitation to East Devon AONB Partnership annual Meeting on the 19<sup>th</sup> September 2019 at Seaton Tramway.
- e) Email from DCC Cllr. Shaw re funding sources for Village Halls.

The Clerk advised that the Chair had received two emails from Mr Giles-Wilson complaining about the increase in the precept and making a freedom of information request for copies of the accounts for the last 3 years. The Clerk read out the emails and the Chair's replies. The Clerk said that he would write to Mr Giles-Wilson sending him the requested copies of the accounts, a copy of the

January 2019 Minutes when the Council resolved to set the precept for 2019/20 and also advise him of the background of the level of the precepts over recent years.

In 2013 the precept had been reduced from £7,463 to £4,175, increased in 2014 to £4,175 and then reduced over the next three years down to £2,787 in 2017. The Council had supported these reductions by drawing from reserves to support the budgets but felt in 2019 that it was prudent to take a lower figure of £3,000 from reserves to support the budget and increase the precept. However, even with the increase in the precept to £5,287 for the current year, it was still only marginally more than in 2014 and substantially less than in the years 2008 to 2012.

## **7. Finance**

### **a) Current Financial Position**

b) The Clerk advised that there was £7,762.05 in the current account (after allowing for uncleared cheques but not allowing for the below payments) and £2,260.31 in the dedicated CIL account. He passed for Councillors perusal the Bank Statement dated 1<sup>st</sup> August 2019.

### **c) Intervening Expenditure to approve**

None

### **d) Expenditure to be approved**

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

a) £250.12 be paid to the Clerk for salary

b) £50.00 be paid to HMRC for PAYE.

c) £38.39 be paid to DALC for the copies of the Good Councillors Guide 2018

### **e) Forthcoming expenditure to approve**

None

## **8. Planning Applications**

### **19/1533/FUL - Land On The East Side Of Tower Road Offwell**

Councillors resolved to have no objection to this application. Cllr. Tristram proposed, seconded by Cllr. Brake, all in favour.

## **9. Hutgate Lane – Tower Cross**

Councillors decided to defer this item to the next meeting.

## **10. Parish Council Policies**

The Clerk advised that he was still working on the various draft policies and that he would report further at the next meeting.

## **11. Parish Council Website**

Councillors discussed possible dates for the sub committee to meet. It was felt that the most convenient dates for those members present would be after the 21<sup>st</sup> September but that everyone would have to check their diaries and liaise. The Clerk said that he would contact everyone nearer that time to try and find a date convenient for all.

The Clerk said that he was looking at other parish websites for good ideas, user friendly presentation and access. Also the various information that the Parish Council are obliged to display and any examples of best practice and any proposed future requirements.

Cllr. Smith kindly offered her house as the venue for the meeting as it had good internet access so that everyone could use their laptops.

**12. Agenda Items for Next Meeting**

Hutgate Lane – Tower Cross  
Offwell Haycart  
Parish Council Policies  
Parish Council website

**13. Date and Time of Next Meeting**

Monday 16<sup>th</sup> September 2019 at 7.30pm.  
Cllr. Hopkins submitted her apologies in advance for this meeting.

The Meeting closed at 9.10pmpm.

**Signed.....**                      **Date.....**





