

# **OFFWELL PARISH COUNCIL**

## **MINUTES OF A MEETING HELD ON MONDAY**

### **19<sup>th</sup> NOVEMBER 2018 IN THE SOCIAL CLUB**

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

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

**Members of Public:** 1

### **OPEN SESSION**

No matters were raised.

### **COUNCIL BUSINESS**

**1. Apologies**

Cllr. M. Brake, EDDC Cllr. H. Parr,

**2. Declaration of Interests**

None

**3. Minutes of the Meeting held on 22<sup>nd</sup> October 2018**

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

**4. Matters Arising from the Minutes**

Councillors Patch, Millington and Staunton said they were still experiencing problems accessing their new email accounts and would contact Cllr. Brake to resolve matters.

The Clerk reported that he had received the “There But Not There” silhouette figure following the last meeting and that it had been included in the 1918 commemorative exhibition in the Church.

The Clerk advised that he had not yet received a reply from Stephen Kelly about the hedge between Higher Lodge and The Sheiling and the request for a grit bin near the Haycart.

## **5. Reports**

### **(a) Police:**

The Clerk reported that PCSO England had forwarded his report but was working this evening and was hoping to attend the meeting if he is not called out. He had advised that there had been 1 reported crime for the period 22<sup>nd</sup> October 2018 to 19<sup>th</sup> November 2018. The crime was for Criminal Damage of property 5000 pounds or under – Vehicle parked up overnight and damage caused by unknown persons/person.

He had also advised that the police are looking at further reductions to PCSO's and deployment by 2020, so it is very possible that there will be further reductions in East Devon. At present there are 8 PCSO's covering 4 towns and East Devon rural villages. He hopes to provide more information in the new year.

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

EDDC Cllr. Godbeer advised that during September EDDC had recycled 60% of waste. He reported that EDDC had given evidence to a parliamentary select committee looking at Coastal Towns and the rural economy. He advised that the work on the new Honiton offices was progressing well and was still on schedule for the Council to take occupation in January.

DCC Cllr. Shaw advised a meeting of the Coly traffic group had taken place and that the Drummerstone Cross road repairs had been completed. Cllr. Patch said that the repair work carried out was very good.

Cllr. Shaw said that the study on the A35 average speed cameras and speed limits proposals was continuing. Cllr. Tristram said that he had spoken to the PCSO about speed limits on the A35 with regards to traffic joining and leaving at the various junctions and business entrances. The PCSO had said that their accident prevention team could do a traffic counting exercise to log movements in and out of Ramsden Lane and that the Council could apply through him for this exercise to be carried out. This could gain us some data with which to support a case for a 40 mph speed limit on the A35. The Clerk said that he would apply to the PCSO.

Cllr. Shaw said that with regard to the Community hospitals, things seem to be moving in a better direction as there had been more positive meetings with RD & E.

He advised that two recent reports had called for a review of housing targets as it was felt that the housing targets imposed on East Devon had been inflated. A motion had been proposed asking DCC to revise the housing targets.

### **(c) Other Reports**

None

## **6. 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) A temporary prohibition of through traffic for Ramsden Lane, Four Acres Close, & Woodlands Close from Friday 23<sup>rd</sup> November 2018 to Tuesday 18<sup>th</sup> December 2018.
- c) A temporary prohibition of through traffic for Whitefield, Wilmington from Monday 19<sup>th</sup> November 2018 to Saturday 24<sup>th</sup> November 2018.
- d) Devon & Cornwall Police Alerts re: Extortion Scam, How to keep Cyber Criminals out, Newsletter, The Herbert Protocol, Arrests – County Lines Drugs.
- e) E mail from Devon Communities Together advising of a briefing service they can provide to local communities on the matter of Smart Meters .It was agreed that the Clerk contact DCT to request if they could attend the January meeting at 7.00pm to give a talk on the subject and answer any questions, prior to the Council meeting at 7.30pm.

## **7. Finance**

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

- a) £249.92 be paid to the Clerk for the period 20<sup>th</sup> August 2018 to 17<sup>th</sup> September 2018
- b) £48.80 be paid to HMRC for PAYE for period 17<sup>th</sup> September 2018 to 15<sup>th</sup> October 2018.
- c) £112.99 be paid to P. & M. Jolly for planting of the Offwell Haycart in June 2018.
- d) £24.02 be paid to D. Mulrain to reimburse for renewal of the Domain Name/Domain privacy protection for Offwell.org.
- e) £40.00 be paid to the Information Commissioner for the data Protection renewal.

## **8. Bank Statements**

The Clerk reported that the payment of £345.58 had been received from EDDC in respect of the CIL meaningful proportion for the last 6 months.

The Clerk advised that there was £9,585.81 in the current account (after allowing for uncleared cheques) and £1,433.97 in the dedicated CIL account. He passed for Councillors perusal the Bank Statement dated 1<sup>st</sup> November 2018.

## **9. Planning Applications**

**18/2488/FUL – Firs Farm, Northgate Lane, Honiton EX14 9UZ**

Cllrs. perused the application and Cllr. Patch proposed supporting the applications, seconded by Cllr. Mulrain, all in favour.

## **10. Community Infrastructure Levy (CIL)**

The Clerk reported that he had received some advice from EDDC. Their Officer had advised that the definition of “infrastructure” is quite broad and covers a range of facilities needed to support growth including education, transport, new open spaces, sports and leisure, health, and social and community buildings. It must be to provide the needs of new additional residents and not just the requirements of existing residents.

CIL is a way of collecting contributions from developments towards the provision of infrastructure required to support growth within East Devon. The CIL regulations state that the Parish Council

must use its meaningful proportion in accordance with Regs 59A and 59B to support the development of the local council's area.

The Officer had advised that EDDC priorities in relation to infrastructure are as per their Reg123 list. <http://eastdevon.gov.uk/media/160413/adopted-reg-123-list.pdf> and more clearly detailed in [http://eastdevon.gov.uk/media/2270747/idp-rview-2017\\_report.pdf](http://eastdevon.gov.uk/media/2270747/idp-rview-2017_report.pdf). The Clerk gave a brief synopsis of these.

The Officer had suggested that the Parish Council chat through any planned spend with her to ensure that it meets the criteria of Regs 59A & 59B as inappropriate spends would need to be paid back. The monies should be spent within 5 years of receipt or be paid back to EDDC. The Parish Council has to submit a CIL report by the 31<sup>st</sup> December in each year following the reporting year.

Cllr. Patch proposed that recreational facilities promoting healthy exercise for Adults and Children was the most appropriate community infrastructure need for the Council to support with the CIL funds, seconded by Cllr. Tuke, the majority in favour.

### **11. Gigaclear**

The Clerk reported that there appeared to be ongoing problems with Gigaclear. He felt that although Gigaclear had made internal organisational changes to provide a greater monitoring regime of their contractors and Highways were monitoring all works, that residents if they had any concerns ahead of any works should contact Mike Cavanagh (the Gigaclear Delivery Manager) mobile 07817 834278 to ask for a site visit to discuss their concerns. Similarly, if anyone is unhappy with how the contractors have carried out any works, they should in the first instance contact Mike Cavanagh to voice their concerns, ask for a site meeting and if he is not prepared to rectify the matter, then to ask for another site meeting with Andy Nicks,(the DCC Highways officer) overseeing the works also present. The Clerk believes that is the only way we can get any defective work rectified.

The Clerk said the parishioners with hedgelines with trees should discuss with Gigaclear ahead of any works how their contractors propose to carry out the excavation work. If it is not carried out in a correct and sympathetic manner, the landowners could be left with a legacy of failing trees and considerable costs in the future.

### **12. Parishes Together Grant Work**

Cllr. Patch advised that the grant had been based on a rate per hour quotation from a contractor but that this contractor had sadly recently passed away. She would make enquiries with other contractors and obtain some alternative quotations to be considered at the next meeting together with an updated list of the problem ditches.

### **13. Emails**

The Council decided to defer this item again until all Councillors were able to access their new email accounts.

### **14. Damaged Grit Bin and sign by the kissing gate at the Village Hall**

Cllr. Whithear advised that the Grit bin and the sign appeared to have been damaged by the Gigaclear contractors. The Clerk said that he would investigate the matter and speak to Gigaclear.

**15. 20mph Speed limit**

The Clerk advised that he had not as yet been able to investigate this matter. He would report further at the next meeting.

**16. Permanently Vary Standing Order 5a of Offwell Parish Council Standing Orders.**

At the last meeting, the Chair had proposed, seconded by Cllr. Tristram that Standing order 5a of Offwell Parish Council Standing Orders be permanently varied to:-

“No business may be transacted at a meeting unless at least one-third of the whole number of members of the Council are present and in no case shall the quorum of a meeting be less than three”.

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

Councillors discussed the motion but resolved by a majority vote to reject the motion to vary Standing Order 5a.

**17. Review of Offwell Parish Council Standing Orders**

The Clerk reported that he had circularised copies of the NALC 2018 model standing orders to all Councillors. He reminded Councillors that the present standing orders were adopted in 2007 based on the NALC 2007 specimen standing orders and that the NALC had revised their model standing orders in 2013 and again in 2018 to reflect new legislation and accepted practice.

He pointed out that Councillors needed to carefully study the new 2018 model standing orders before adopting them, as they had in the previous agenda item resolved for the quorum to be contrary to that in the 2018 model standing orders. There may be other parts of the model standing orders which they may not agree with or require clarification on and there are also options in the model for a council to choose from when determining standing orders. The new determined standing orders would be the written rules of the Council which will regulate the proceedings of meetings and administrative procedures

The Clerk suggested that the matter be deferred to the January meeting to give Councillors time to study the detail in the documents. It was agreed to defer the matter to the January meeting.

**18. Agenda items for Next Meeting**

- 20 mph speed limit
- Parishes Together Grant Work

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

The next Parish Council meeting will be on Monday 17<sup>th</sup> December 2018 at 7.30pm.  
The meeting closed at 9.05pm.

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





