

OFFWELL PARISH COUNCIL

MINUTES OF A MEETING HELD ON MONDAY

21st JANUARY 2019 IN THE SOCIAL CLUB

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

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

Members of Public: 2

OPEN SESSION

Mrs A. Richards said that she had contacted the Community Engagement and Funding Officer at EDDC querying as to whether the Council had any grant/funding schemes which would be suitable for the Offwell VHC ORG new playground project. The Officer had advised that if Offwell has had any housing development over the last several years, EDDC may have some Section 106 funds available for play areas. EDDC work through parish councils to spend these funds, so the Parish Council would have to contact them to check if there are any Section 106 funds available and if so, the application process to follow. The Clerk said he would make enquiries.

COUNCIL BUSINESS

1. Apologies

Cllr. T. Staunton, EDDC G. Godbeer

2. Declaration of Interests

None

3. Minutes of the Meeting held on 17th December 2018

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

4. Matters Arising from the Minutes

Councillors Patch, Millington said they and Cllr, Staunton were still experiencing problems accessing their new email accounts. Cllr. Brake said that he would assist them in resolving the matter.

With regard to the overgrown hedge opposite the electricity sub station on Ramsden Lane, the Clerk reported that Stephen Kelly had checked all possible land registry details and that the hedge/land

appears to be unregistered. He had advised that in the circumstances DCC will have to maintain the hedge which grows next to the carriageway. The hedge will be cut by the Highways contractor as a defect.

The Clerk reported that Stephen Kelly had now advised that the new Colwell finger post would have to be funded by the Parish Council, as the Highways signing budget only allows for replacing existing damaged signs and not for new requested signs. He had been unaware of this restriction previously. The Clerk said that he had written asking what the cost for a new finger post would be and for it to be installed by Highways. He had also asked if the Parish Council wanted to have one made, if there is a specification for a finger post and would it be allowable for it to be installed by a contractor employed by the Parish Council or would it have to be installed by Highways.

The Clerk advised that he had written to Highways requesting a grit bin be located near the electricity sub station and village cart on Ramsden Lane. Stephen Kelly had replied stating that unfortunately DCC can only relocate existing grit bins. Any new grit bins would need to be paid for privately and maintained privately. He is going to check if there are any un-used grit bins which could be relocated to this location and will advise. The Clerk said that if this is not possible, he would make enquiries as to the purchase cost of a new grit bin.

5. Reports

(a) Police:

The Clerk advised that he had not received a report from PCSO England. He also advised that he had written again to PCSO England asking if it would be possible in future when giving us his monthly report to mention any crimes which are immediately just outside our parish.

(b) District and County Councillors:

EDDC Cllr. Parr reported that the EDDC had agreed their budget for 2019/20 and that they had resolved to charge the maximum legal permissible increase (without holding a referendum) in order to maintain Council services. She advised that car parking charges in East Devon provided a substantial proportion of the Council's income and made a valuable contribution to the Council's finances and budget.

She also advised that visitor numbers and sales at the Thelma Hulbert Gallery in Honiton had increased and that the Gallery played an important role in helping people with mental health issues.

Councillors were due this week to tour the new Council offices in Honiton ahead of the Council moving in on the 11th February.

DCC Cllr. Shaw reported that DCC also had to consider a difficult financial settlement and budget because of cuts in Government support and they were also likely to charge the maximum legal permissible increase (without holding a referendum) in order to maintain Council services.

DCC Highways had as reported last month received an additional £18M from central Government for Highways pothole repairs. Cllr. Patch queried as to whether Highways check the standard of work before contractors are paid, as on the bend at Spilcombe Corner,

the newly repaired road is already breaking up. Cllr. Shaw said that he would speak to Highways and ask them to investigate.

Cllr. Shaw advised that at the last cabinet meeting, he had raised detailed questions about the Council's "No Deal Brexit" planning but the answers had been uninformative. He had since been offered a meeting with the Chief Executive to be briefed on Devon's No Deal plans.

(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) Devon & Cornwall Police Alerts re:
Police Newsletter, No need for Speed campaign, Introduction of Spit & Bite Guards, Police Commissioner – Have your say on police numbers, Fake TV Licensing emails, Theft of sheep, HM revenue & Customs – unpaid Tax scam alerts, How to keep Cyber Criminals out
- c) Email re Devon Air Ambulance – local Volunteer Opportunities
- d) Notice of Honiton Health Matters meeting at the Beehive on the 24th January 2019
- e) P3 paths newsletter and Annual parish Paths Partnership finance forms
- f) Email re Devon Countryside access forum
- g) Email from DALC re Royal Garden Party 2019 nomination. Resolved to nominate the Chair.
- h) Email from DALC re Preparing for 2019 Election courses for Clerks at a cost of £30. Cllr. Patch proposed the Clerk attend the course, seconded by Cllr. Brake, all in favour.

7. Finance

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

- a) £250.12 be paid to the Clerk for the period 15th October 2018 to 12th November 2018
- b) £49.00 be paid to HMRC for PAYE for period 12th November 2018 to 10th December 2018.
- c) £98.00 be paid to the Clerk for office space allowance for the period June 2018 to Jan 2019 (7 months).

8. Bank Statements

The Clerk advised that there was £8,506.16 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 31st December 2018.

9. Budget and Precept 2019/20

The Clerk presented a document (copy attached as Page 6 of these minutes). This showed the budget for 2018/19, the spend to date, the projected end of year figures together with a potential draft 2019/20 budget for Cllrs. consideration and approval.

The budget for 2018/19 had been £6,901 less a local Council tax discretionary grant of £85 and it had been resolved to take £3,300 from reserves resulting in a precept figure of £3,516.

The spend to date was £5,111 with the projected end of year figure being £6,870, which compared favourably to the budget of £6,901. Some of the projected spends were below budget and others above.

During the present year the Council had received a grant from Parishes Together for ditch clearance works. This money has not been spent as yet but has not been included in the above projected end of year spend figure as it was not included in the budget and was separately received.

It has been presumed in the projected end of year spend that no payments will be made for footpaths but does include an amount of £800 for grants as budgeted although to date no grants have been made and no applications received as yet.

The budget for 2019/20 is £8,287 assuming similar budgeted amounts to last year's but including an amount of £900 for the 2019 election costs and an increased amount of £300 for training which may be necessary following the elections.

The Clerk advised Council that the Council tax support discretionary grant had now ceased and that the precept would now be the Council's sole income.

Last year the Clerk had pointed out that the Council had in recent years been supporting the precept by taking monies from reserves (balance held at the bank). However, this had resulted in a substantial reduction in the reserves and the Council needed to consider drawing less from reserves so that over time precepts would become on a par with the budgets.

The Council had then resolved last year to take a figure of £3,300 from reserves to give a precept of £3,516 for 2018/19.

This 2019/20 year with the election costs of £900 having to be included in the budget, the Clerk as RFO recommended that the Council take a figure of £3,000 from reserves, which would give a precept of £5,287 and a projected year end 2020 balance of £4,199.39. Whilst this would be a substantial increase in the precept, it is a similar level of precept to that in 2014/15 and is substantially less than 2011/12 and 2012/13.

He said that even with this increase, the Council is still supporting the precept by taking £3,000 from reserves and would need to take substantially less from reserves next year, as the Council cannot continue to run down the reserves.

He further recommended that in future years that an amount of £250 be included in the budget each year for future election costs, so that by the date of the next elections in 2023 the Council would have in their reserves the costs for that election and avoid having to budget for the full election costs in the election year.

The Chair thanked the Clerk for his work in preparing the report and budget forecast. Cllr. Tristram queried why the budget for the defibrillator was less than the costs in the last year. The Clerk

explained that new pads had been required in the last year but these should not need to be renewed for a few years.

Cllr. Tristram proposed accepting the budget for the 2019/20, the Clerk's recommendation of a precept of £5,287 for 2019/20 and the future budgeting of £250 each year for future election costs. Cllr. Brake seconded, all in favour. The Clerk to submit the completed precept form to EDDC.

10. Planning Applications

18/2860/FUL – Five Oaks, Offwell, Honiton EX14 9SA

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

18/2658/COU – Land Adjacent to The Grazing Cow, Offwell, Honiton

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

11. Gigaclear

The Clerk advised that he had heard nothing from Gigaclear and would make enquiries as to the present position and when they proposed to restart their installation works in the Parish.

12. Parishes Together Grant Work

It was agreed to defer this item to the next meeting. The Clerk reminded Council that the terms and conditions of the grant received, **stipulated that the grant must be spent by the 16th April 2019, otherwise the grant must be returned to EDDC.** He also reminded them that approval has to be sought from DCC Flood Risk Team, DCC Neighbourhood Highways Team and the Environment Agency before any work is undertaken.

13. Review of Offwell Parish Council Standing Orders

It was agreed to defer this item to the next meeting. The Clerk asked Councillors to read ahead of the meeting the NALC model standing orders document he had given them previously and for them to fetch that document to the next meeting

14. Agenda items for Next Meeting

Parishes Together Grant Work

Review of Offwell Parish Council Standing Orders

Councillors M. Mulrain and D. Millington tendered their apologies in advance

15. Date and Time of Next Meeting

The next Parish Council meeting will be on Monday 18th February 2019 at 7.30pm.

The meeting closed at 8.50pm.

Signed

A Small

Date

18th Feb 2019

OFFWELL PARISH COUNCIL												BUDGET PRECEPT 2019/20											
BUDGET 2018-19																							
Clerk Sal PAYE	Clerk Exps	Station	Insur	Subs	Acc	Traing	Room Hire	Grants	Parish Meeting	Village Amenities	Recruit	Defib	Foot Paths	Petty Pymts	Election	Total							
3480	250	150	300	165	30	250	250	800	60	610	156	200	200	0	0	6901							
SPEND TO DATE (21-01-2019)																							
2978	210	179	261	64	0	78	195	0	0	744	0	382	0	20	0	5111							
PROJECTED END OF YEAR 31/03/2019																							
3575	252	270	261	120	30	120	240	800	0	800	0	382	0	20	0	6870							
POTENTIAL BUDGET 2019-20																							
3752	250	270	300	165	30	300	250	800	40	800	0	200	200	30	900	8287							
												Less via from RESERVES					3000						
												BUDGET FOR PRECEPT					5287						

