

# OFFWELL PARISH COUNCIL

## MINUTES OF A MEETING HELD ON MONDAY

**22<sup>nd</sup> October 2018 IN THE SOCIAL CLUB**

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

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

**Members of Public:** 3

### **OPEN SESSION**

No matters were raised.

### **COUNCIL BUSINESS**

**1. Apologies**

Cllr. M. Mulrain, Cllr. D. Millington, EDDC Cllr. G. Godbeer, PCSO D. England,  
DCC Cllr. M Shaw

**2. Declaration of Interests**

None

**3. Minutes of the Meeting held on 17<sup>th</sup> September 2018**

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

**4. Matters Arising from the Minutes**

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

The Clerk reported that he had placed the order for the “There But Not There” silhouette figure which should be delivered in the coming week.

The Clerk advised that he had not received a reply from Highways about the hedge between Higher Lodge and The Sheiling and had written to Stephen Kelly, the Highways officer asking him to investigate.

The Clerk reported that the Inspector had dismissed the appeal against the refusal of planning application 17/1347/OUT- Land adjoining 3 Offwell Barton, Offwell – demolition of redundant barn and erection of dwelling.

The Clerk advised that he had submitted the request that a grit bin be located near the Haycart.

## **5. Reports**

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

The Clerk reported that PCSO England was unable to attend this meeting but had forwarded his report. He had advised that there were no reported crimes for the period 20<sup>th</sup> August 2018 to 22<sup>nd</sup> October 2018.

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

EDDC Cllr. Parr reported that EDDC undertakes a residents viewpoint survey of 3,000 randomly selected households across the district every two years. The District Council has now collated the 2018 responses and published the overall questions results and residents comments relating to these results. She said that it is a very useful survey for the EDDC as it provides feedback about how their service users view the Council's performance. The survey results may be viewed on the EDDC website - <http://eastdevon.gov.uk/community-engagement/viewpoint-surveys/viewpoint-survey-2018/>

Cllr. Parr advised that the Council's occupation of the new Honiton Building was still on schedule for the 28<sup>th</sup> January 2019.

DCC Cllr. Shaw's October 2018 report had been discussed at the last meeting.

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

Cllr. Patch and Cllr. Tristram reported that they had both attended the meeting on the 19<sup>th</sup> October at Wilmington about the A35. Cllr. Patch said that Mr Andy Roberts and Ms Emma Bazeley from Highways England had attended together with Mr Morris an highways engineer and several persons from Wilmington.

Mr Roberts had advised that they were proposing to use average speed cameras as traffic calming with possibly 16 cameras on the section from Charmouth to Honiton. They were presently undertaking a study on these proposals and that this should be completed in March 2019. The results of the study would then be submitted to the Ministry of Transport for consideration.

Cllr. Tristram said that it had been suggested that a traffic counter strip be requested to gauge the volume of traffic on the A35 through the Parish.

## **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 and parking for Northleigh Hill road, Northleigh, from junction with Mill Lane to junction with lane to Summerdown from Sunday 11<sup>th</sup> November 2018 to Monday 12<sup>th</sup> November 2018.
- c) A temporary prohibition of through traffic and parking for lane from Summerdown Cross to Pinebrook. Offwell, from the junction with Village Lane to the junction with Northleigh Hill Road from Thursday 25<sup>th</sup> October 2018 to Tuesday 13<sup>th</sup> November 2018.
- d) A temporary prohibition of through traffic and parking for road past Mount Pleasant Cottages, Offwell from Tuesday 13<sup>th</sup> November 2018 to Wednesday 14<sup>th</sup> November 2018.
- e) A temporary prohibition of through traffic and parking for Whitefield, Wilmington from Wednesday 19<sup>th</sup> December 2018 to Friday 21<sup>st</sup> December 2018.
- f) A temporary prohibition of through traffic and parking for road from Windy Ridge to Fernleigh, Offwell from Thursday 15<sup>th</sup> November 2018 to Monday 19<sup>th</sup> November 2018.
- g) Closure of road from A35 to Cleave Cross on 29<sup>th</sup> October for 5 days for essential highway maintenance.
- h) Highways survey.
- i) Email invitation to attend the P3 annual Volunteer event walk and talk day at Peak hill, Sidmouth on Wednesday 14<sup>th</sup> November 2018.
- j) Devon & Cornwall Police Alerts re; Fake TV licensing refund offers, updates on the proposed merger of Devon & Cornwall Police with Dorset Police, bogus emails-cyber security info, Rural East Devon Neighbourhood Police teams community connectivity plans.

## 7. Finance

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

- a) £250.12 be paid to the Clerk for the period 23<sup>rd</sup> July 2018 to 20<sup>th</sup> August 2018
- b) £49.00 be paid to HMRC for PAYE for period 20<sup>th</sup> August 2018 to 17<sup>th</sup> September 2018.
- c) £200.00 be paid to B. Godfrey for carpentry and glazing repairs to Offwell Parish Council notice board.
- d) £17.90 be paid to Cllr. S. Patch to reimburse for the purchase of 3 new locks for Offwell Parish Council notice board.
- e) £55.42 be paid to the Clerk to reimburse for the purchase of the “There But Not There” silhouette figure.

## 8. Bank Statements

The Clerk reported that payments of £1,758.00 and £42.50 had been received from EDDC in respect of the precept and the Parish Council Tax Discount Grant.

The Clerk advised that there was £10,168.25 in the current account (after allowing for uncleared cheques) and £1,088.39 in the dedicated CIL account. He passed for Councillors perusal the Bank Statement dated 1<sup>st</sup> October 2018.

## 9. Planning Applications

### 18/2319/FUL – Lynwood, Offwell, Honiton EX14 9RY

The Clerk reported that he had received notification of this planning application on the 19<sup>th</sup> October advising that it was in relation to the proposed construction of a conservatory to the

side of the property. Unfortunately, it was not possible to view the details of the application online, as the planning documents had not yet at the time of the meeting been uploaded onto the EDDC Planning portal.

In view of this Councillors felt that they could not consider or give an opinion on this planning application

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

The clerk advised that he had written to EDDC seeking advice and clarification and was awaiting their replies. Cllr. Tristram had suggested that a possible use of CIL funds would be to fit St. Mary's Hall which is used as a classroom but remains the property of the Church, with a modern air-conditioning/heating system to replace the old radiators currently in use. The Clerk said that he was seeking advice as to whether this would be an acceptable use of CIL funds and also as the Hall is still the property of the Church, whether the Parish Council would be legally allowed to provide financial assistance to the Church.

It was agreed to defer the matter until the next meeting.

The Clerk reported that EDDC were making a further payment of £345.58 to the Parish Council, this being the CIL meaningful proportion for Offwell for the last 6 months. The total amount in the CIL account would then be £1,433.97.

#### **11. Gigaclear**

The Clerk reported that he had asked Highways whether following their discussions with Gigaclear they were able to give the Council some guidelines that it could refer to for information and guidance. They had replied that there had been some significant internal organisational changes in Gigaclear which should provide a far greater monitoring regime of their contractors. If the contractors are going to work on verges or soft ground at the roadside, it will be with prior consultation with Highways who will be closely monitoring all works.

The Clerk said that on the lane running past the Bishops Tower, Gigaclear had been proposing to use a digger to make their excavations in the verge even though there was a line of protected oak trees in the hedge line. He had requested a meeting with the Highways overseeing officer who on visiting the site then instructed Gigaclear that they were not to use a digger and that any excavations in the verge must be by hand.

The Clerk said to Councillors that there maybe other lanes/roads in the parish with a similar scenario of a hedgeline with trees and that the landowners of the hedge could be left with a legacy of failing trees if the excavation works were not carried in a correct and sympathetic manner. He advised that if landowners had any concerns they could request a meeting with the Highways Officer and also seek advice from EDDC Tree Officers.

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

The Council decided to defer this item to the next meeting, when they could consider the list of ditches that Cllr. Patch had previously compiled.

**13. Emails**

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

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

The Chair 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 declared that this stand adjourned without discussion to the next ordinary meeting of the Parish Council. The Clerk to put an item on the agenda.

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

The Clerk advised that the present standing orders were based on the NALC Specimen Standing Orders June 2007 and advised that the Council consider reviewing them as the NALC had issued revised model standing orders in 2013 and further revised model standing orders in 2018. It was important that the Council’s standing orders take into account and reference new legislation introduced since 2007.

The Chair asked the Clerk to obtain copies of the 2018 model standing orders and circularise them to Councillors for consideration.

**16. Agenda items for Next Meeting**

- Permanently Vary Standing Order 5a of Offwell Parish Council Standing Orders
- Review of Offwell Parish Council Standing Orders
- 20 mph speed limit

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

The next Parish Council meeting will be on Monday 19<sup>th</sup> November 2018 at 7.30pm.  
The meeting closed at 8.45pm.

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





