

**Minutes for a MEETING of Dunkeswell Parish Council to be held in the Village Hall on Monday  
19th June 2017 at 7.30pm.**

**Present:** Cllrs John Barrow (Chairman), Tina Page, Andrew Luscombe, Philip Stevens, Tim Clewer and no members of the public.

**Apologies:** Cllrs Brendan Procter (Vice Chairman), Kerri Webber, Andrew Maynard, Tim Clewer, County Councillor Iain Chubb, District Councillor Colin Brown, PC Vickery 4783, PCSO Anning 30012.

*All councillors are politely reminded of their obligation to declare interests under the Code of Conduct. In making decisions the Parish Council recognise their statutory duties provided for in Section 11A(2) of the National Parks and Access to the Countryside Act 1949 (National Parks) and Section 85 of the Countryside and Rights of Way Act 2000 (AONBs) that in exercising or performing any functions in relation to, or so as to affect, land, they shall have regard to their purposes (ie conserve and enhance their natural beauty, wildlife and cultural heritage and to promote opportunities for the understanding and enjoyment of their special qualities by the public).*

**1.1 Receive apologies for absence. AS ABOVE**

**1.2 Minutes** of the previous meeting held in the Village Hall on Monday 8th May 2017 were signed as a correct record of that meeting. **AGREED**

**1.3 DECLARATIONS OF INTEREST & RISK ASSESSMENT:** To receive declarations of interest and to note any additional risks. Cllrs Barrow and Luscombe declared an interest in application 17/1062/OUT.

## **2 PLANNING**

([http://planning.eastdevon.gov.uk/PublicAccess/tdc/DcApplication/application\\_searchform.aspx](http://planning.eastdevon.gov.uk/PublicAccess/tdc/DcApplication/application_searchform.aspx) )

### **1. Decisions** (for information)

- 1.1. **17/2987/FUL Lodge Farm (Westerhope Units)** - Refusal of retrospective change of use from office (B1) to residential (Caretaker's dwelling).
- 1.2. **17/0972/FUL Stentwood Farm** - construction of firewood storage shed (amendment to previously approved application 16/1569/FUL)
- 1.3. **17/0796/FUL 3 Manleys Lane** - Approval of application for proposed re-siting of garage; replace french doors on rear with bi-fold doors and installation of 2no rooflights.

### **2. Applications (for comment)**

- 2.1 **17/1062/OUT Marylea** - Outline application for an Agricultural workers accommodation. Cllrs Barrow and Luscombe declared an interest and abstained from the vote, Cllr Barrow also left the room. **COMMENTS:** No objections.
- 2.2 **16/2285/FUL Copse South Of Hill View** - Remove bank to form entrance to copse and erection of gate and gate posts. **COMMENTS:** The Parish Council are concerned at the loss of Devon Hedge Bank as there seems no reasonable justification when there is already access from the property.
- 2.3 **17/0891/FUL Unit 21 Flightway** - Extension to existing industrial unit. **COMMENTS:** No objections.

### **3. TREE APPLICATIONS** (for decision)

- 3.1 **17/1335/TRE 5 Potters Stile** - T1-Beech: Fell to release Veteran Oak from completion  
G1-3no Leyland Cypress closest to entrance to drive: Fell to release Veteran Oak from completion  
T2-Suppressed Beech: Fell to ground level  
T3-Horse Chestnut: Crown raise to give 3m clearance to garage  
T4-Beech: Crown raise to give 3m clearance to garage  
T5-Beech: Crown raise to give 5m clearance over garden making pruning cuts up to 75mm in diameter. Thin remainder of the canopy by 15 to 20% leaf area removing predominantly branches 50mm in diameter with some cuts up to 75mm in diameter.  
**DECISION:**

### **4 Licensing**

- 4.1 Highfield Sports and Social Club - application to vary licence  
<http://eastdevon.gov.uk/media/2146388/licensing-act-2003-applications-received-16-06-2017.pdf>  
The Parish Council are concerned about the extended opening hours due to the central location of the club, within a residential area.

**COMMENTS:**

- 5 Neighbourhood Plan** – Inspection is underway.

6 **HIGHWAYS**

- 6.1 **Lengthsman/Highways Issues to report** – Drain cover on Percy Hill is loose and breaking up tarmac. There are signs in the hedge on Windgate Hill which need removing.
- 6.2 **Parish Highways work** –
- 6.3 **Drop Kerbs** - a letter has been received by DPC regarding the need for less variation in height on the Drop Kerbs on Highfield Estate, this has been forwarded to DCC Highways for consideration, but it is too late to include the ideas into the current works, but the current resurfacing may alleviate some of the problem.

7 **FOOTPATHS AND BRIDLEWAYS**

- 7.1 **Report from Cllr Barrow** –
- 7.2 **Foot Paths Workers** - It was agreed that in line with current practice that a new register of those working on behalf of the parish be put in place and a Risk Assessment be carried out and circulated to anyone working on behalf of the parish. Clerk has been speaking with Came & Co Insurance and Ros Davies of DCC PROW and will circulate these as soon as they are completed. Hiscox Insurance policy definition of an 'employee' is much wider than that of HMRC, but we still need to ensure operatives are covered for all eventualities.

8 **ENVIRONMENT**

- 8.1 **Emergency planning & winter issues** – receive any new items for consideration
- 8.2 **Wildflower Planting Scheme** – seed has been sown at two locations in parish and we await to see if germination is successful.
- 8.3 **EDDC Recycling** - new service from Monday June 12th 2017 materials will be collected every week, along with food waste, from the kerbside. They have added cardboard, plastics, cartons/ Tetra Paks and small electrical items for recycling. Clerk would like to know if we will be replacing our litter bins with sorting bins in the parks and public areas in accordance with the new scheme.
- 8.4 **Blackdown Hills Parish Network** - The BHPN Steering Group 'Housing & Planning' working party has prepared a leaflet for all Parish Councillors in the BHPN member parishes. This contains useful information on the Roles of the Parish Council and the AONB, definition of Material Considerations and key points about the National Policy Planning Framework, all in one handy leaflet which will be sent to you for distribution to your Councillors. Further leaflets are in preparation: Broadband and how to get the best options available (July 2017) and Traffic Transport & Highways (Autumn 2017). The ANNUAL GENERAL MEETING of the BHPN is on June 29th at 7pm Yarcombe Village Hall.
- 8.5 **Exeter Airport consultation** -
- 8.6 **Accessibility in the Parish** - letter received with suggestions for making Highfield estate more user-friendly for those with limited mobility - passed to DCC Highways for consideration.

9 **COMMUNITY & GOVERNANCE**

- 9.1 **Community policing report** – PC Vickery/PCSO Anning –
- 9.2 **Playgrounds/Sports field/Allotments/Halls** – David Bearman Structural Engineer has quoted £750 for drawings and calculations for the Village Hall roof - would the parish council like to engage his services prior to obtaining funding for the project- agreed to check if we can apply for funding and then include the engineers cost in the funding bid.
- 9.3 **Broadband** - parishioners are urged to contact Voneous to register interest in a wireless service as soon as possible. If they have enough interest they will supply a cheaper alternative to Gigaclear and could deliver it quicker. For those of us who work from home or who are ever reliant on speed of broadband this could be very important. 55 people have registered interest, we need just another 10 households to register interest to trigger installation.
- 9.4 **Chairman's Garden Party**, 3-5pm Sunday 16 July, Knowle, Sidmouth - sports person.
- 9.5 **COMMUNITY ASSETS** - List to be compiled for registration with EDDC and added to website.
- 9.6 **EDDC SWITCH** outreach work - intend to run a Funday in our parish during the summer holidays. The Community Development workers of EDDC, Countryside team and Thelma Hulbert gallery will be bringing art and crafts and circus skills for a morning of fun which will be aimed at local families and be completely free! They are looking for a suitable venue for the event and any local community groups who might like to be involved. (Victoria Robinson to attend APM and explain more)
- 9.7 **Dunkeswell Abbey and Church of the Holy Trinity** - Letter received from the Diocese outlining the final proposal and asking for a response by the 10th July 2017 to [rex.andrew@churchofengland.org](mailto:rex.andrew@churchofengland.org)
- 9.8 **ELECTORAL REVIEW OF EAST DEVON: FINAL RECOMMENDATIONS**  
The Commission has now completed its review of East Devon. A full copy of the report is available on our website, [www.lgbce.org.uk](http://www.lgbce.org.uk). An interactive map of final recommendations is available at <https://consultation.lgbce.org.uk/>

The changes proposed for East Devon District Council must now be implemented by order subject to Parliamentary scrutiny. A draft Order – the legal document which brings into force the recommendations – will be laid in Parliament. The draft Order will provide for new electoral arrangements for East Devon to be implemented at the local elections in 2019.

We would also like to invite you to participate in our online opinion survey. This survey seeks feedback on the review processes and procedures, to identify improvements that can be made. We would be grateful if you could spare some time to visit our website, at <http://www.lgbce.org.uk/about-us/lgbce-opinion-survey> to complete the survey.

If you require a paper copy of the opinion survey, please contact us on 0330 500 1525 or email us on [reviews@lgbce.org.uk](mailto:reviews@lgbce.org.uk).

## 10 FINANCE

10.1 **Grants** – GRANT request was agreed for £500 to provide an event if we are asked to celebrate the Queens Sapphire Jubilee and £1500 annual donation for the hire of the hall for the Youth Club was also agreed.

10.2	<b>Receipts</b> -	VAT refund HMRC (2016-17)	£3314.46
10.3	<b>Cheque payments</b> –	Cut and Trim (ratification)	£198.00
		Cut and Trim (ratification)	£38.00
		Cut and Trim	£104.00
		Dunkeswell Youth Club (ratification)	£1500.00
		Throgmorton Hall (Queens Sapphire Jubilee)	£500.00
		Clerk Remuneration May	£671.58
		Clerk expenses May	£70.61
		<b>(Cheques for agreement)</b>	

Account balances – Parish Account at 1/6/17 - £20,179.27 includes the following:

P3 balance of funds £0 (opening bal 2017 +£10 - April 2017 grant £0)

P3 balance of Burnsome Lane funds (April 2015 grant) - balance £271.50

Highways Improvement Grant (April 2017) - balance £3000

10.4 **INTERNAL AUDIT** - Sandra Aldworth has completed the Internal Audit. For agreement.

10.5 **REGISTER OF INTEREST FORMS** - Parish and Town Councillors are asked to please review their register of interest forms and confirm they have done so by letting you know in writing if 'no change', or if changes are required, please ask them to complete, sign and return a new form, ideally electronically (a blank form is attached – in word and pdf format). We are no longer using update forms. **Please could you ensure that this done by 1 September.** When you have heard back from all your Councillors please email [democraticservices@eastdevon.gov.uk](mailto:democraticservices@eastdevon.gov.uk) with a list indicating which Councillors have no changes and which are returning newly completed forms.

If it is helpful Register of Interest Forms for all parish and town councils can be viewed here:

<http://eastdevon.gov.uk/council-and-democracy/parish-and-town-councils/register-of-interests-for-town-and-parish-councillors/>

11 **QUESTIONS FROM THE PUBLIC** (The meeting to be closed before questions from the public).

Email, web and social media enquiries have been responded to and councillors copied in, councillors are asked to consider if further action or correspondence is necessary.

Dates for next meetings 2017 –	10 <sup>th</sup> July 2017	Planning Meeting 7 – 8 pm
	17 <sup>th</sup> July 2017	Parish Council Meeting 7.30pm