

DUNKESWELL PARISH COUNCIL

Minutes for the **ANNUAL GENERAL MEETING** of Dunkeswell Parish Council held in the Village Hall on **Monday 9th May 2011 at 7.30pm.**

Present: Cllrs John Barrow (Chairman), Geoffrey Sworder (Vice Chairman), Beth Russell and Vanetta Keitch, Donna Delamain, Brendan Procter, Andrew Luscombe, Philip Stevens, District Councillor Bob Buxton, and two members of the public.

Apologies: County Councillor Paul Diviani, PC Vickery 4783, PCSO Anning 30012

All councillors were 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 18th April 2011** were signed as a correct record of that meeting. AGREED

1.3 Appointment of chairman and officers;

Donna Delamain and Philip Stevens were welcomed as new parish councillors.

Appointment of Chairman and officers – Cllr Buxton took the chair for the nomination of chairman, Cllr Barrow was nominated, unanimously agreed and he accepted the post. Cllr Sworder was nominated as vice chairman, this was unanimously agreed and he accepted the post. Cllr Barrow took the chair for the rest of the meeting, thanking Cllr Sworder for his service to the council as chairman for the past 12 years and expressed his gratitude for having the benefit of his continuing as Vice Chairman to help and advise him in his new role.

Other officers were agreed as follows:

Tree & Footpaths Warden/P3 Co-ordinator; John Barrow

Planning sub-committee: The whole parish council were agreed as a planning sub-committee being quorate at three. GNS, DD & VK will act as inspection team. Mr Charles Sumpter had offered to continue to make himself available to councillors should they require technical help or advice in relation to planning matters, this was acknowledged with thanks.

The Acceptance of Office & Code of Conduct were signed by all councillors and the clerk.

Training dates; clerk to book Cllr Stevens and Cllr Delamain for the new councillor training at Honiton and Power of Wellbeing as soon as it can be arranged.

Clerk to send letters of thanks from the Chairman to Charles Sumpter and Malcolm Stevens in appreciation of their work on the Parish Council over the years.

1.4 **DECLARATIONS OF INTEREST & RISK ASSESSMENT:** To receive declarations of interest and to note any additional risks. NONE

2 PLANNING

(http://planning.eastdevon.gov.uk/PublicAccess/tdc/DcApplication/application_searchform.aspx)

2.1 **Decisions** (for information)

2.1.1 **11/0233/RES** Hill View – permission granted for erection of single storey agricultural workers dwelling

2.1.2 **11/0357/FUL Lakeview Manor** – permission granted for siting of six timber-faced lodges (twin unit caravans) to replace five timber lodges (single unit caravans) and a workshop with associated works

2.1.3 **11/0706/FUL** 40 Tower Way - permission granted for construction of conservatory

2.2 **Applications** (for comment – support or objection)

2.2.1 **11/0706/FUL 40 Tower Way - Construction of conservatory Comments; none (ratified)**

2.3 **Parish Plan** – to receive the newly published parish plan. Clerk to send copies to District and County Councils, as well as those in our ward and abutting the parish. The plan team are to meet and decide how they will continue to action their aims in conjunction with the parish council and District and County Councillors.

2.4 **Appeal decisions:**

Royal Oak pub – appeal allowed – the decision of the District Council to refuse permission for a change of use of the public house into a private dwelling house was overruled and the permission 10/0279/COU is granted without conditions. The clerk has been asked to check if the building was listed and it is not, this has been drawn to the attention of English Heritage and EDDC to ensure the character and fabric of the original parts of the building are not damaged.

3 HIGHWAYS AND TRAFFIC

3.1 To receive issues to report –

3.2 Update on issues already reported:

The road from Chapel Cross to Gypsy Cross has been programmed for patching (2011) prior to surface dressing (2012). DCC Highways are aware that the road studs from Limers Cross to Wolford Cross still need replacement. The contractor has been reminded that the studs and the special lines are still outstanding. The area outside Proctors is being monitored but is not a safety defect at this time. DCC Highways have produced a programme of works for Dunkeswell:

Phase 1 Limers Cross to Wolford (Completed)

Phase 2 Chapel Cross to Gypsy Cross - patching and surface dressing (2011-2012)

Phase 3 Wolford Cross to Village Gateway - surface dressing treatment (2011)

Phase 4 Percy Cross - resurfacing and drainage (2012/13)

Phase 5 Village Gateway to Chapel Cross - surface dressing (2013)

Phase 6 Highfield Road - surface dressing treatment (2013)

3.3 Gritting – A grant of £1000 has been received to enable the parish council to purchase a towed gritter/enable self help installing salt bins. Cllr Barrow to advise on best option for purchase at next meeting.

4 FOOTPATHS AND BRIDLEWAYS

4.1.1 Report from Cllr Barrow – strimming has started and Cllr Barrow will continue to keep the paths in best order within the budget given.

5 ENVIRONMENT

5.1 **Emergency Plan** – clerk to email copy to all councillors to revisit plan, re-elect plan team and discuss winter issues.

6 COMMUNITY FACILITIES

6.1 Community policing report – PC Vickery/PCSO Anning to report at APM.

6.2 Playgrounds/Sports field/ Allotments/halls – Play inspections received no actions required. The Shelter has now been installed, and the strimmer is being used. The application covered two further picnic benches, cricket & football nets and the claim needs to be made. Some of the copse trees have died and will be replaced by Perrie Hale in the autumn. A planning application for the allotment sheds will shortly be ready to submit by the parish council. Four signposts to the sportsfield have been ordered.

6.3 'Making it Local' is a 5 year, £2.4 million, locally managed grants scheme in the Blackdown Hills Area of Outstanding Natural Beauty (AONB), East Devon AONB and surrounding area running to the end of 2013. It aims to use the outstanding landscapes and local skills as a springboard for healthy and lasting development. There is a workshop on Tuesday 7th June 2011, between 10am to 12 pm at Dunkeswell Village Hall Attendees must book onto a workshop prior to the 7th June as places are limited. We would be particularly interested to hear from local community groups, social enterprises, voluntary groups, charities, and individuals considering a start up business. Julie Fergusson Tel. 01823 680626 julie.fergusson@devon.gov.uk Cllr Russell is to speak on Dunkeswells recent grant from MIL.

7 FINANCE

- 7.1 **Funding** –Throgmorton Hall – grant has been requested in the sum of £600 to install timers on light switches and a cupboard (estimate included detailing work), this will save energy and provide better facilities for the community. For Decision when the constitution and accounts are received.
- 7.2 **Insurance** – to review cover and formally accept renewal quote from Community First Insurance, new quote of £597.49 from Norris and Fisher, or £577 from Came and Company (together with decision to self-insure any assets not covered by the main policy) (email copy attached). It was agreed to ask Community First if they can match the quotes before deciding.
- 7.3 **Receipts** - none
- 7.4 **Cheque payments** –
- | | |
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| Cut and Trim (grass cutting invs) | £68.00 |
| Clerk remuneration (February – May) | £1964.36 |
| Clerk expenses (February – May) | £261.17 |
| David Garrod (signs) | £220.00 |
| Honiton Council (training) | £10.00 |
| Came and Company Insurance (renewal 31 st May 2011) | £577.57 |
| Hontion Town Council training
(cheques for agreement) | £10.00 |

Account balances – Parish Account at 1/5/11 - £16494.60 includes the following:
P3 balance of funds - £800.00

- 7.5 **Bank signatory forms** for completion – clerk to action.
- 7.6 **Standing Orders** - review and update of the standing orders and financial regulations of the Council (email copy attached) **For determination or action at the next meeting**
- 7.7 **Power of Wellbeing** - *council to determine its own eligibility by resolution at a full council meeting, eligibility remains until the day before the annual general meeting after the next ordinary elections (up to four years).*
Criteria:
- *Two-thirds seats filled by candidates who stood at last ordinary elections.*
 - *Qualified clerk - including CiLCA 2008 (s7).*
 - *80% of the members trained in Power of Well-being.*
 - *Published a Statement of Intent for Community Engagement.*
- For determination or action at the next meeting**

QUESTIONS FROM THE PUBLIC (The meeting was closed before questions from the public).

A gentleman reported an ongoing problem with the chairman of the allotments who he feels is pushing people out of the allotments to satisfy a waiting list. He has been accused of non-cultivation in order to evict him, when the plot is cultivated, but not by his own admission kept weed free. It was also felt unfair that only 28 days notice is given to evict someone when a normal investment might be three months of crops. It was concurred that there have been issues with other allotment holders as well. It was decided that the chairman & vice chairman will speak with the new committee at the AGM and check if there is a waiting list to warrant further allotment provision.

Dates for next meetings –

16 th May 2011	7.30pm Annual Parish Meeting (at Throgmorton Hall)
13th June 2011	Planning Meeting 7 - 8pm
20th June 2011	Parish Council Meeting 7.30pm