

DUNKESWELL PARISH COUNCIL

Minutes for a meeting of Dunkeswell Parish Council held in the Village Hall on **Monday 20th August 2012 at 7.30pm.**

- Present; Cllrs John Barrow (Chairman), Geoffrey Sworder (Vice Chairman), Vanetta Keitch, Donna Delamain, Brendan Procter, Andrew Luscombe, Philip Stevens, District Councillor Bob Buxton, and five members of the public.
- Apologies: Cllr Andrew Palmer, PC Vickery 4783, PCSO Anning 30012, County Councillor Paul Diviani,

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 16th July 2012** 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. NONE
- 1.4 **Resignation** – Cllr Andrew Palmer has tendered his resignation due to work commitments. Accepted, Clerk to write and thank Cllr Palmer for his time on the council and advertise the vacancy.

2 PLANNING

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

- 2.1 **Decisions** (for information)
- 2.1.1 **12/1076/VAR The Old Forge (land South Of)** - Material amendment to application 09/0859/FUL to include re-orientation of building changes to fenestration and timing of footpath construction. Approval with conditions including 'Prior to the first occupation of the dwelling, a footway shall be provided along the whole road frontage of the site outlined in red on drawing no. TM/D/12 and in accordance with construction details shown in document TM/D/17. The footway shall be maintained as such thereafter. (Reason - In the interests of highway safety in accordance with Policy TA4 (Footpaths, Bridleways and Cycle ways) of the East Devon Local Plan).
- 2.1.2 **12/1560/FUL 4 Walden Road** – conservatory. Approved with conditions
- 2.1.3 **12/1418/FUL Keitch Engineering, Dunkeswell Airfield** - storage building. Approved with conditions
- 2.2 **Applications**
- 2.2.1 **12/1562/FUL Unit 18 Flightway** - Retention of one bedroom flat at first floor level to form a live-work unit. COMMENTS: The Parish Council are broadly supportive of work live units in the correct context, where units are proportionate, designed and built to accommodate inhabitants safely and comfortably, with particular regard to building regulations, health and safety and due care is taken to apply suitable conditions which will ensure that the surrounding sites and businesses are able to continue to operate successfully thereafter (such as working hours, use class restrictions, use of toxic substance etc). It is of particular concern in this instance that the unit is situated central to the existing Flightway Estate. The parish council consider that in the interest of general amenity the residential dwelling element of any work live unit should face either to open countryside or to other residential (or work/live) dwellings and not be surrounded on all sides by other unrestricted commercial premises. This is to protect the future residents as well as the business activities of the neighbouring premises whose businesses might not be compatible with residential areas. The parish council therefore object to this particular application as they feel the situation of the unit on the estate is inappropriate. If however the district council are minded to approve this application we would like to see conditions placed on any grant of approval limiting working hours and limiting the class of business carried out on the premises in line with what would be appropriate to a family living in such close proximity to a workplace.
- 2.2.2 **12/1715/FUL Springfield Cottage** - Retention of heating oil tank. COMMENTS: no objections
- 2.2.3 **12/1740/FUL Higher Park Farm** - Erection of building to enclose existing silage clamp. COMMENTS: no objections.
- 2.3 **EDDC Enforcement** (for information)
- 2.3.1 Unauthorised caravans and the permanent living in caravans at Watch Office Fire Tender Shelter. Planning permission 12/0391/FUL was approved with conditions which are not being met as follows "The use of the land as a campsite shall be the subject to the following conditions:-
No more than 15 pitches shall be provided at any one time. The use shall be restricted to visitors attending competitions, events or other activities run by, or in connection with the parachute club. The occupation of any pitch shall be restricted to the duration of any qualifying event, competition and one day prior to the commencement and one day after the events closure." Notice given to comply or apply for permission within 28 days.
- 2.3.2 Unauthorised advertising in the **Field Opposite sales office at Blossom Hill Park**. The development of a 4.5m x 4m advert requires advert consent under the terms of the Town and Country Planning Act 1990, there is no permitted advert consent for that size of advert on that site. Notice given to comply or apply for permission within 28 days.

2.4 **East Devon Village – Planning Development Document** - East Devon District Council is carrying out consultation as part of the preparation of a new planning policy document for villages and would like to hear your views on what the document should contain. The main East Devon Local Plan will contain strategic and development management Policies relevant to the whole District. It will also contain detailed policies for the seven main towns of the District and that part of the District abutting Exeter (our 'West End'). For more information see: <http://www.eastdevon.gov.uk/localplan.htm> The Villages plan will be specifically concerned with the small towns and villages of East Devon and it will need to be consistent with strategic policy in the main Local Plan. We envisage the villages document will or could:

- Show Built-up Area Boundaries (or development boundary);
- Allocate land for new development;
- Designate land for 'protection' or safeguarding or show where specific policies apply;
- Contain settlement specific 'development management' policies that will be used to determine whether planning applications submitted to the Council should be granted planning permission.

At this stage we are particularly interested to know what alternative or additional issues you think should be addressed in this plan and what factors you consider should be taken into account in plan production. We intend to work closely with Parish Councils in East Devon to produce the villages plan and we are planning to hold a series of workshops early in September with Parish Council's to discuss the plan process and explain how we anticipate site assessment work being undertaken, we would like parish council's to play a lead role in assessment work. **The deadline for comments is Midday on Monday 3rd September 2012.**

September- Workshops will be held at venues across the District to provide information about the site assessment process. We would like to invite two Councillors, the Ward Member and the Clerk from each Parish to choose the venue most convenient to them. **Please complete the form attached to this email to book your place/s.** We will know whether there are spare places for extra Councillors/representatives of Residents Associations once all forms are returned.

Uppottery Village Hall (Manor Rooms)	Tuesday September 11 th	6.30 – 9.00pm
Axmouth Village Hall	Monday September 17 th	6.30 – 9.00pm
East Budleigh Village Hall	Tuesday September 18 th	1.30 – 4.00pm
Hawkchurch Village Hall	Wednesday September 19 th	9.30 – 1.00pm
Whimble Victory Hall	Tuesday September 25 th	6.30 – 9.00pm

The following stages will be explained at the workshops and you will be provided with maps and other material to take away:

- **Reviewing the settlement boundaries and identifying preferred sites for development.**
- **Publicising proposed sites and boundary amendments so that the community can comment.**
- **Amending the Local Plan Map**

Once you have attended the workshop we will ask your Parish Council to consider the available sites and undertake consultation to establish a preferred site/s in each village. You may wish to book a venue now (for the beginning of October) so that you can exhibit the plans that we will supply and invite the public to comment. The plans will show important features, such as landscape designations, existing Built-up Area Boundaries, conservation areas and floodplains, an aerial view and the sites assessed by the SHLAA panel so that all local communities have the same 'base' data to consider. We do not wish to be too prescriptive, so, beyond this exhibition, you are free to decide on any other consultation methods which will best suit your community.

An extra 'help' session will be held in **October** so that Councillors can raise any issues or concerns arising from the consultation process. Councillors can 'drop in' for an informal chat at any time during the session and will not need to let us know in advance. Of course, we are also available by phone and/or e.mail at any time during office hours if you need to contact us!

Awliscombe Village Hall	Saturday October 20 th	1.00 – 5.00pm
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We would like the Parish Councils to have completed their consultation work and identified their preferred sites by November 16th. This should enable Parish Councils time to produce a short report setting out the consultation process they have followed and identifying their proposed sites/Built-up Area Boundary amendments by the end of November. This will then enable us to collate the responses and report to the Development Management Committee in December. JB and GNS to attend Uppottery event on 1st September.

2.5 **Parish Plan/Neighbourhood Plan – no update**

2.6 **Dunkeswell Conservation Area** – no update

3 **HIGHWAYS AND TRAFFIC**

3.1 To receive issues to report – Gypsy Cross to Shoots lane (Airfield) the road is degraded and needs surface dressing, Top of Percy Hill road surface is degraded and this being on a double bend which is unlit this is definitely a safety defect. Outside Proctors Woodflakes and at Wolford Cross (both on the southbound side of the carriageway) there is subsidence due to inadequate depth of tarmac.

PLEASE NOTE: Drop in sessions where you are able to speak with a highways officer will be held at Honiton Town Council Offices on 11th September, 6th November and 15th January, between 1200 and 1400

3.2 Lengthsman – list to be made before next meeting

3.3 Meeting with Meg Booth – Cllr Buxton, GNS & JB attended a meeting with Meg Booth and Paul Diviani regards Highways issues; it was agreed that we should make a list, with map, of all stretches of road where the hedges need cutting, check any bad work on road repairs and report to highways (as we currently do) consider making a proposition to take over lengthsman jointly with other parishes, probably Sheldon, Luppitt, Combe Raleigh and Upton (apparently several other parishes have already done this) they agreed to the work proposed at Langford bridge and to the proposed access to the industrial area although funding is an issue. It was agreed that the clerk should write to DCC and ask for communications and interaction with parish councils to be scrutinised in a report as the winter report recently did so well.

4 **FOOTPATHS AND BRIDLEWAYS**

4.1 Report from Cllr Barrow –

5 **ENVIRONMENT**

5.1 **Emergency planning** – receive any new items for consideration

5.2 **Blackdown Hills Parish Network** - The next meeting of the network will be on Tuesday November 6th 2012.

Call for volunteers for Planning Action Group

Following the issue of the Blackdown Hills Community Plan, which showed that planning issues were a major concern to residents, we need to set up a small Action Group to find solutions to these issues.

Some of the subjects which need to be addressed are

1. How to ensure consistency in the decisions of planners and planning committees across the four districts (East Devon, Mid Devon, Taunton Deane and South Somerset).
2. How to ensure that Parish Councils views are properly addressed by planners.
3. How to encourage more Parishes to plan more formally for their future and to ensure that planners take these plans into account where appropriate.
4. To learn more about the new National Planning Policy Framework (NPPF) and the Localism Bill.

We need a few volunteers from Parishes who would like to work on these issues and any other planning matters. Could you please put this request to your next Parish Council meeting and ask any volunteers to contact Catherine Bass, our co-ordinator, on catherinejbass @gmail.com.

6 **COMMUNITY FACILITIES**

6.1 **Community policing report** – PC Vickery/PCSO Anning - one crime theft of vehicle from airfield.

6.1.1 **Playgrounds/Sports field** – two parishioners have contact the parish council asking if a wooden half pipe could be erected on the sports field – agreed to cost and build a concrete half pipe, play safety inspectors will be consulted over the design. Queen Elizabeth II field dedication fee is payable of £100 to land registry and certification of copy is required. AGREED.

6.1.2 **Play inspections** received for action (update).

6.1.3 **Request for works by SWW at New Century Park** - New water connection at Potters Stile – it was requested that SWW close the southern access to the New Century Park on 20th August for five days, clerk has responded following discussions with the play inspectors asking that they maintain an access by diversion as the park is not able to remain open with one access as children need two means of escape, they would also be required to fence the works to play standard (non-climbable fence), if this is not possible it will be requested that the works take place after the school holidays. Response awaited.

6.2 **Allotments** – nothing to report

6.3 **Halls** – nothing to report

6.4 **Noticeboards** – have now arrived and will be installed shortly.

6.5 **School for Dunkeswell** - Bob Buxton, Andrew Palmer and GNS met on July 19th at County Hall with Simon Niles and Christine McNeil of the education authority of Devon County Council (DCC). It was clear that DCC was unwilling to set up a school at Dunkeswell, even though they admitted that there was a business case to amalgamate some of the small uneconomic schools like Broadhembury so as to accommodate the 90 pupils being shipped out daily from Dunkeswell (see table below). They were unwilling to face the social/political pressure which would be created by closing small schools and also said that there was currently no shortage of places (they seem to have no data on the future needs for places!). Their suggestion was that we should look into setting up a 'free school' under the new scheme set up by the previous government and supported by the present one. These schools are encouraged by the New Schools Network (a charity) and I have downloaded the first 15 pages of their Applicant's Handbook.

There are three ways of setting up such a school-

- 1) A group is formed which will take complete responsibility for setting up the school.

2) A group partners with an existing non-profit educational provider taking overall responsibility for running the school.

3) A group takes overall responsibility for the school but outsources part or all of the running of the school to an external educational provider.

The first scheme would need a group with the expertise to manage the whole scheme; the second and third would depend on external providers with the necessary expertise (details available from the New Schools Network). The New Schools Network will advise on which scheme to choose (it is not clear whether this advice is free). Whatever we decide to do will need support from parents.

Current numbers of pupils attending primary schools are-

Honiton Primary 30, Broadhembury 14, Awliscombe 8, Upottery 8, Hemyock 7, Littleton 6, Culmstock 4 Uffculme 4, Kentisbeare 4, Newton Poppleford 2, Payhembury 2, Offwell 1

6.6 **East Devon District Councils Working Together for the Future of East Devon** event with speakers on welfare reform, health reform and localism will take place during the day on Friday 14 September 2012 9.30am - 3pm. The event is free, and a free buffet lunch will be provided. GNS and JB will be attending.

6.7 **Rural Connections Project** – clerk has arranged free beginners computer training has been arranged on Friday 21st September 2012 in Luppitt Village Hall, to coincide with the Friday market. Please attend if you are new to computers!

6.8 **Trees and hedges** – it has been requested by a parishioner that householders on Highfield think about keeping vegetation clear of the footpaths at this time of the year as it can become a significant problem if left. It was agreed to draft a letter offering parishioners the services of a hedge cutting contractor if they cannot cut their own

7 FINANCE

7.1 **Receipts -** none

7.2 Cheque payments –	Land Registry Office (deed dedication QEII fields)	£100.00
	Clerk Remuneration (May – August)	£1836.29
	Clerk expenses (May – August)	£235.12
	Cut and Trim (1,9 & 20/8/12)	£68.00
	J Barrow (footpaths)	£83.00
	J Howard (footpaths)	£32.00
	J Barrow (Sportsfield)	£210.00
	J Howard (Sportsfield)	£54.00
	Village and Urban (noticeboards)	£2964.00
	(Cheques agreed)	

Account balances – Parish Account at 1/8/12 - £17697.31 includes the following:

P3 balance of funds - £841.00 (after above cheques drawn)

7.3 **Bank signatory forms** for completion – change of signatory form to be completed.

7.4 **Ward meeting confirmed for 10th SEPTEMBER 2012 WARD MEETING – 7.30pm Sheldon**

7.5 **Guide to openness and Transparency** – under the new code of conduct available on the Department's web-site here (for information):

<http://www.communities.gov.uk/publications/localgovernment/personalinterestsguide>

7.6 **DALC** is in the process of applying for funding to put on a training course for councillors which would be entitled "Rising to the Challenge – making Localism a reality for local councils". This will consist of three sessions – A briefing on the Localism Act Rights, including Neighbourhood Planning – to be followed by a self-study session on how these might apply in delegates own communities; then a session to include a briefing on the General Power of Competence and other relevant local council law and procedures to be followed by a self-study session , then completing the course with a session on project management and business planning to help with any new projects or assets a local council might take on. It would be very useful to gauge how much interest there is among councillors for this course. Places will be limited but if there is high demand we might be able to adjust the bid. There will be a cost of £30 per person to attend the complete course – so very good value for the amount of training being offered. However it would also be useful to know if this cost would be seen as a problem stopping councillors attending – this might be the case for very small councils for instance.

7.7 **DALC AGM and Conference 2012** This year the theme is 'localism on the ground' key note speaker is Lord Lytton, NALC President and member of the House of Lords. The event will take place on Saturday 6th October, 10am - 4pm, at Westpoint Conference Centre, Exeter. Check out our website for further information <http://www.devonalc.org.uk/agm>. Who would like to attend?

7.8 **Audit Commission** – Annual Audit has been completed, with no comments.

QUESTIONS FROM THE PUBLIC (The meeting to be closed before questions from the public). NONE

Dates for next meetings 2012 –

	<i>10th SEPTEMBER 2012 WARD MEETING – 7.30pm Sheldon</i>
17th September 2012	Planning Meeting 7 – 7.30pm & Parish Council Meeting 7.30pm
8th October 2012	Planning Meeting 7 – 7.30pm
15th October 2012	Parish Council Meeting 7.30pm
12th November 2012	Planning Meeting 7 - 8pm
19th November 2012	Parish Council Meeting 7.30pm
10th December 2012	Planning Meeting 7 – 7.30pm and Parish Council Meeting 7.30pm