

DUNKESWELL PARISH COUNCIL

Chairman:

John Barrow

Marylea

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Clerk:

Kay Smith

16 Liberator Way

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To all members of the Parish Council

You are hereby summoned to a meeting of **Dunkeswell Parish Council**, at Dunkeswell Village Hall on **Monday 16th September 2019 at 7.30pm** for the purpose of transacting the following business; Members of the public and press are invited.

Kay Smith - Clerk to the Council - 9th September 2019

Agenda for The Meeting of Dunkeswell Parish Council to be held in the Village Hall on Monday 16th September 2019 at 7.30pm

To: Cllrs John Barrow (Chairman), Brendan Procter (Vice Chairman), Kerri Webber, Tina Page, Andrew Luscombe, Philip Stevens, Andrew Maynard, John Sipple, County Councillor Iain Chubb, District Councillor's Colin Brown & David Key

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.**

1.2 **Minutes** of the previous meeting held in the Village Hall on **Monday 19th August 2019** to be signed as a correct record of that meeting. Minutes signed as a correct record

1.3 **DECLARATIONS OF INTEREST & RISK ASSESSMENT:** To receive declarations of interest and to note any additional risks.

2 PLANNING

<https://planning.eastdevon.gov.uk/online-applications/>

DECISIONS(for information)

None Received

APPLICATIONS (for comment/Information)

2.1 **19/1966/FUL Perry Of Oakley Ltd Dunkeswell Airfield EX14 4LF** - Expansion of machinery assembly building with north east extension and south east lean-to extension and alterations to front of main building. **(For Comment & Agreement)**

APPEALS (for comment/information)

19/009/PDO Lodge Farm Dunkeswell EX14 4QN - Prior Approval for Change of Use from B1 (a) office to 2no. C3 dwelling. **Appeal Granted (for information)**

3 TREE APPLICATIONS (for Information/decision)

DECISIONS

19/1487/TRE Oakmead Jenwood Road Dunkeswell EX14 4UZ - Oak tree to the front of the property. Mr David Colman has seen the tree. He recommends shaping by up to 20% reduction. Small branches lower down to be removed up to fork. The main trunk branches hanging over neighbour's garage, this side not lopped when cut 6 years ago. **Approved with Conditions**

19/1474/TRE 3 Manleys Lane Dunkeswell EX14 4XQ (This application replaces 18/0272/TRE) - 10 x Beech trees - Coppice to 6ft to make a hedge. 1 x Oak tree - Coppice to 6ft to make hedge. **Approved**

19/1271/TCA 26 Simcoe Way Dunkeswell EX14 4UR - T1 Beech: The tree in question stands to the rear of no 26, bordering the neighbour at 28. They both would like work done to the tree as it is very dense and causing severe shading. I would like to apply to crown thin the tree to let light and airflow through it. **Approved with Conditions**

APPLICATIONS

- 3.1 **19/1980/TRE 15 Blueball Road Dunkeswell EX14 4QF - T1 and T2, oak - shorten back long second order branches by 2m to suitable 3rd order branch leaving a natural form with a radial spread of approximately 5m. Remove dead wood and broken branches. Reason - reduce the likelihood of branch breakage. To allow light into the garden and neighbours' conservatory and increase the clearance between the house and the trees. **(For Comment & Agreement).****

HIGHWAYS

- 4.1 **Lengthsman/Highways Issues to report. -**

5 FOOTPATHS AND BRIDLEWAYS

- 5.1 **Report from Cllr Barrow –**

6 ENVIRONMENT

7 COMMUNITY & GOVERNANCE

- 7.1 **Community policing report –**

Crimes Recorded - 01/06/2019 to 31/08/2019 - KH2F

Offence	Recorded Crime 01/06/2019 to 31/08/2019	Recorded Crime 01/06/2018 to 31/08/2018	Recorded Crime % Difference
Violence with Injury	3	1	200.0%
Violence without Injury	6	4	50.0%
Other Sexual Offences	1	1	0.0%
Robbery	0	1	-100.0%
Burglary Dwelling	0	1	-100.0%
Burglary Non-Dwelling	2	0	-
Vehicle Offences	1	0	-
Other Theft	0	2	-100.0%
Criminal Damage	1	4	-75.0%
Public Order Offences	3	0	-
Trafficking of Drugs	0	1	-100.0%
Possession of Drugs	1	0	-
Other Offences	1	0	-
T otal	19	15	26.7%

Non Notifiable Offences	2	4	-50.0%
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Incidents Recorded - 01/06/2019 to 31/08/2019 - KH2F

Agenda for the Meeting of Dunkeswell Parish Council 16/9/2019

Incident Closing Category	Incidents - 01/06/2019 to 31/08/2019	Incidents - 01/06/2018 to 31/08/2018	Incidents % Difference
Anti Social Behaviour	3	2	50.0%
Crime Not Recorded	3	1	200.0%
Crime Recorded	7	8	-12.5%
Public Safety	29	32	-9.4%
Transport	5	6	-16.7%
Total	47	49	-4.1%

- 7.2 **Playgrounds/Sports field/Allotments/Halls** - Further (rude) Graffiti in the NCP Park shelter. Awaiting advice from PCSO.
- 7.3 **Football Field and Path/Night Landing site** - Western Power have come back with an estimated date for installation of Electric Late November/early December. Awaiting confirmation of grant money being ready to access. **(For Discussion & Agreement)**.
- 7.3.1 **Lease** - Lease is being reviewed by Solicitor, final version should be here soon. Chairman of Football Club to provide proof of Identity to Solicitor ready for signing.
- 7.4 **Village Hall Roof, Ceiling & Heating** - Second Quote on way.
- 7.6 Nominations are now closed for a councillor rep to take the vacant third BHPN seat on the Blackdowns Hills AONB Management Group for the remainder of the current term. Subscribing parish councils of the Blackdown Hills Parish Network are now invited to rank the five nominees in order of preference by September 30th. This item was postponed until September Meeting. **(For Agreement)**
- 7.7 Website Accessibility Regulations - To discuss the new regulations and our required compliance with these by September 2020. (For Discussion)
- 7.8 Sheldon - DPC have been approached by Sheldon regarding the possibility of DPC insuring a Snow Warden Scheme using our insurance and they have been unable to do this as a Parish Meeting. Having contacted Came & Company it appears that a Parish Meeting can be insured. Sheldon are looking into this, however if it is not suitable would like to know if the Cllr's would be happy to add this to the policy with Sheldon paying the additional premium. **(For Discussion & Agreement)**
- 7.9 **Planning Meetings** - Currently these are held on the 2nd Monday of each month and are open to the community & press. The Parish Council use this meeting to discuss Planning Applications and other council business in advance of the full meeting the following week, to allow time for additional information, if required, to be sought. This is a working party and allows time to discuss options and views before the full the full council meeting where a decision will be taken. This meeting does not have to be open to the public, however Dunkeswell Parish Council has always welcomed the community and press at this meeting and values ideas, suggestions and any other comments that the community may like to contribute at this and the full council meeting.

Due to not always having applications to consider and the availability of Email, Facebook, Twitter, and media in general, improving the way we can communicate, for example, viewing planning applications online, the council will discuss the need for this meeting and whether it is a good use of time and the budget to continue in this manner.

The Council proposes to change this to -

- A planning meeting will be held if Planning Applications are received by the Friday before the 2nd Monday. If no applications are received then the clerk will cancel the meeting on this Friday. Councillors will continue to keep this evening free for the meeting.

- If Applications are received after this, but before the Full Council meeting on the 3rd Monday of each month then these will be discussed and comments agreed at this meeting.

- Community, Press and others remain welcome at either meeting, as and when they are convened. Complying with The Local Government Act 1972.

- The Clerk will use social media, noticeboards, parish magazine and the website to inform the community whether the Planning Meeting (2nd Monday in the month) will be held.

- The clerk will advertise this change widely, if agreed, to ensure the community are aware of the changes made to this process and that planning meetings are subject to cancellation and where they can find out if it will be convened. **(For Discussion & Agreement).**

8 FINANCE (For information/Agreement)

	Grants –	AAT Night Landing site	£ 12961.62
8.2	Receipts -	Precept (Sept - Mar) (29.8.19 Bac's notification)	£ 17473.50
8.3	Cheque payments –	Clerk Remuneration	£ 926.34
		DPC HMRC PAYE	£ 28.27
		Clerk expenses	£ 54.91
		Cut & Strim x 2 (5.8.19 - 16.9.19)	£ 204.00
		Western Power AAT Night Landing Site	£11719.75
		PKF Littlejohn External Audit Fee	£ 240.00

(Cheques to be Agreed)

8.4 **Quarterly Finance Report -** Finance Report emailed to all councillors 2nd September 2019 for information and approval. **(For Approval).**

8.5 **Reconciliation of Bank Statements to Book of Accounts -** to agree how often the reconciliation sheets should be signed off & by Whom. **(for Agreement)**

8.6 **Parish Meetings Calendar 2020 -** To agree proposed dates, email sent 21.8.19. To discuss the possibility of combining meetings in August each year to One meeting on the 2nd Monday. **(For Agreement)**

8.7 **Precept -** To agree in principal the actions for the clerk to take regarding the Precept outline precept to be viewed and discussed at Octobers Meeting. **(For Discussion)**

8.8 **Appraisal. Delegation scheme -** to formally adopt the new Appraisal & Delegation Scheme Policies **(For Agreement)**

8.9 **Training Courses -** There are Training courses available with DALC, Chairmanship, Planning, Finance for Councillors, Being a Good Councillor short Course. DCC Highways Parish & Town Council Conference, emailed to all Councillors 9.9.19. Clerk can book places **(For Discussion)**

8.10 **External Audit -** Conclusion of Audit Notice received today, Public notices displayed. DPC are working with proper guidelines and there were no advisory/other comments. **(For Information)**

Account balances – Parish Account - at 27th August 2019, statement number 123 Closing Balance £36186.75
(This is a reconciled balance at 5th September 2019)

9 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 2019 – Monday 14th October 2019 - Planning Meeting 7.00pm
Monday 21st October 2019 - Parish Council Meeting 7.30pm

Agenda for the Meeting of Dunkeswell Parish Council 16/9/2019