

Minutes of The Meeting of Dunkeswell Parish Council to be held in the Village Hall on Monday 16th March 2020 at 7.30pm

Present: Cllrs John Barrow (Chairman), Brendan Procter (Vice Chairman), Kerri Webber, Tina Page, Andrew Luscombe, Philip Stevens, John Sipple
Members of the Public - Mr R Jones & Elizabeth McNabb BSG

Apologies: Andrew Maynard, 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 17th February 2020** were signed as a correct record of that meeting.

1.3 **DECLARATIONS OF INTEREST & RISK ASSESSMENT:** To receive declarations of interest and to note any additional risks. Cllr Luscombe item 2.4 - Cllr Luscombe left the room whilst Item 2.4 was discussed and comments agreed.

1.4 **Coronavirus** - To discuss whether the Parish Council could/should make preparations should this affect Dunkeswell. Adding more detail to Emergency Plan. Co-ordinator from Blackdown Support Group to attend and discuss plans for supporting people. **(for discussion & Information)**

Elizabeth McNabb attended to share and discuss how the Parish Council could help with support for residents during the coronavirus outbreak. There are approximately 500 service users currently supported by 100 Volunteers. Of these volunteers only approximately 1/3rd will be available to help & support anyone in isolation, this due to the new guidelines from the Government.

It was agreed that in conjunction with The Blackdown Practice & Blackdown Support Group that the Parish Council will try to help identify new volunteers to help & support those in isolation or those unable or finding it difficult to get out during this time for themselves.

We would like to identify Volunteer Co-ordinators for small local areas to be a central point of contact for people either offering or requiring assistance. We envisage that these Co-ordinators would cover a street or two, small estate or outside village centres in small hamlets, and could fulfil the following role:

- Co-ordinate flier drops in their designated area
- Identify Volunteer helpers in their designated area
- Identify those needing help in their designated area
- Hold a list of contact details for Volunteer Helpers and those needing help
- Be a central point of contact for both Groups
- Match those needing assistance with a nearby helper
- Be a central point of contact for organisations (ie BSG, the Blackdown Practice, the Churches) to refer to.
- Communicate the latest guidance/advice to volunteer helpers.

If you feel you can help please either contact Blackdown Support Group bsg.elizabeth@nhs.net
Telephone - 01823 681036. Or Kay Smith clerk@dunkeswell.net Telephone 01404 892757

2 **PLANNING**

<https://planning.eastdevon.gov.uk/online-applications/>
DECISIONS(for information)

2.1 **19/1299/FUL Hill View Nursery Dunkeswell EX14 4SZ** - Change of use and extension of storage building to form a live-work unit. **Refused**

APPLICATIONS (for comment/Information)

- 2.2 **20/0273/LBC 3 Tencery House Dunkeswell EX14 4QZ** - Various works to include: replace asbestos roof and replace purlins on single storey extension, replace rainwater goods and flashing and lower height of window on North East elevation; install air source heat pump to North East elevation; replace floor at lower ground floor level; re-point walls on single storey extension; replace internal plaster from walls at lower ground floor, including installation of Newton lathe system and renew staircase and re-configure steps leading into lounge at ground floor. **(for Comment)**

Comments - No Objections

- 2.3 **20/0402/FUL Lammas Lands Farmhouse Dunkeswell EX14 4QH** - Construction of agricultural Building and new track between existing field gate entrances. **(for Comment)**

Comments - The councillors have concerns that the previous application (06/0043/FUL) was granted for the same purpose. The Councillors do not see the need to create a 2nd trackway inside the hedgerow and feel there is suitable access from the existing trackway & gateway.

- 2.4 **20/0519/FUL Owl House Dunkeswell EX14 4QQ** - Erection of a replacement dwelling **(for Comment)**

Comments - No Objections

- 2.5 **20/0219/FUL Knapp Dunkeswell EX14 4RH** - Construction of 3 no. dormer windows to North East elevation. **(for Comment)**

No Objections

- 2.6 **20/0416/FUL School House Dunkeswell Abbey EX14 4RP** - Retention of outbuilding **(for Comment)**

No Objections

Licensing Application

- 2.7 **Goren Farm Broadhayes Stockland EX14 9EN** - Live music, recorded music, late night refreshments (indoor and outdoor) Supply of alcohol (on & off premises). Dunkeswell have received this application as it relates to Dunkeswell & Otterhead. **(for comment). Withdrawn**

- 3 **TREE APPLICATIONS**
DECISIONS(for information) None Received

APPLICATIONS(for information/comment) None Received

4 **HIGHWAYS**

- 4.1 **Lengthsman/Highways Issues to report.** - Potholes to be reported - Numerous reports regarding the Pothole at Springfield - clerk reported online as have many residents & also directly to Highways Officer who is going to do all that he can to get this looked at quickly. Also asked them to look at Long Lane to Luppitt Common 2 x potholes as we have been reporting these each month back into last year and these too have caused many tyre blow outs. Potholes to reported - Bowerhayes lane in first 200yards, Turbury cross road, Stafford Hill, Just below Springfield in middle of the road, Crudges entrance both sides,

5 **FOOTPATHS AND BRIDLEWAYS**

6 **ENVIRONMENT**

7 **COMMUNITY & GOVERNANCE**

- 7.1 **Community policing report –**

Crimes Recorded - 01/01/2019 to 31/12/2019 - KH2F

Offence	Recorded Crime 01/01/2019 to 31/12/2019	Recorded Crime 01/01/2018 to 31/12/2018	Recorded Crime % Difference
Violence with Injury	7	10	-30.0%

Minutes of the Meeting of Dunkeswell Parish Council 16/03/2020

Violence without Injury	21	16	31.3%
Other Sexual Offences	5	3	66.7%
Robbery	0	1	-100.0%
Burglary Dwelling	0	3	-100.0%
Burglary Non-Dwelling	6	1	500.0%
Vehicle Offences	3	5	-40.0%
Shoplifting	1	0	-
Other Theft	8	5	60.0%
Criminal Damage	3	13	-76.9%
Public Order Offences	6	5	20.0%
Trafficking of Drugs	1	1	0.0%
Possession of Drugs	2	1	100.0%
Other Offences	1	3	-66.7%
Total	64	67	-4.5%

Non Notifiable Offences	4	6	-33.3%
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Incidents Recorded - 01/01/2019 to 31/12/2019 - KH2F

Incident Closing Category	Incidents - 01/01/2019 to 31/12/2019	Incidents - 01/01/2018 to 31/12/2018	Incidents % Difference
Anti Social Behaviour	9	10	-10.0%
Crime Not Recorded	4	2	100.0%
Crime Recorded	17	24	-29.2%
Public Safety	83	95	-12.6%
Transport	18	25	-28.0%
Total	131	156	-16.0%

7.2 **Playgrounds/Sports field/Allotments/Halls** - HAGS quote has now been revised to show the individual prices, an additional 2, like for like quotes to be sourced. Quote from Wicksteed received Kompan Quote now received,

Comments - Clerk to apply to EDDC to release the funding

7.3 **Lease Football Field** - Changes and Amendments made, copy emailed to all councillors & Football club representatives for information & final approval, Email to Solicitor 2 March to confirming requested information and approval. **(For Information/action)**

7.4 **Village Hall Roof, Ceiling & Heating** - MAT Electrics quote received on Tuesday 25th February. To consider whether the need for another quote is necessary following difficulties in obtaining quotes. 3 quotes received to date (one of which has not quoted for all works). **(for information/agreement)**

Comments - Council look at quotes and agree preferred supplier

7.5 **Small Grants** - To consider the remaining balance. Postponed from January Meeting **(for discussion & agreement)**

Comments - Councillors agreed to split the remaining balance between Throgmorton Hall & Pre school.

- 7.6 **Website Regulations** - From September 2020 all Public Sector Websites must be compliant with the Government's Website Content Accessibility Guidelines (WCAG 2.1). The SLCC have issued guidelines & negotiated a discounted fee for Parish Councils with Aubergine (website developers). Clerk has approached Aubergine and emailed copy of the costs with the additional options. **(To discuss & agree how to proceed with this)**

Comments - Councillors agreed to use Aubergine to supply the new compliant website & to include the transfer of information by Aubergine. Clerk requested that this be delayed until beginning of June, due to other commitments, Cllr's agreed.

- 7.7 **National Village & Community Hall Survey** - Last requested in 2009, agreement for the clerk to fill this survey in for both Halls in Dunkeswell. Village hall survey submitted, Throgmorton Hall, clerk requires help with this. **(for agreement)**

Comments - Clerk to forward email to Cllr Webber who will fill in the survey for Throgmorton Hall.

- 7.8 **Quality Award** - The application has been submitted to the panel for review, should hear something by 9th April.

- 7.9 **Annual Parish Meeting** - Currently on the calendar for Monday 18th May - subject to hall availability, Could this be moved to Tuesday 19th May? This because we are unable to access the Hall until 8pm making this quite a late start time. **(for discussion)**

Comment - This has been left as Monday 18th May, but will be reviewed due to coronavirus and the latest Government advice.

- 7.10 **Finance report & reconciliation of accounts** - To check & sign off the bank reconciliation, Finance Report for information and discussion.

Comments - Finance report signed off and Reconciliation agreed as correct.

- 7.11 **Speed Watch** - Two residents are definitely interested in taking this further with the formation of a volunteer group. **(for discussion & agreement).**

Comments - Councillors agreed that this should proceed, clerk to contact speedwatch and find out the next steps.

- 7.12 **Employment Allowance** - HMRC letter asking Parish Council to confirm they are still eligible for EA allowance for 20/21. Copy Letter from clerk Cllr's to agree this should be claimed. **(for discussion & agreement).**

Comments - Councillors have checked the information & guidelines and agree DPC should claim the allowance for next year 20/21.

- 7.13 **Highways Safety crossroads Long Lane** - email from resident following a near miss, other car did not stop at crossroads. Email forwarded to Phil Morgan and the Highways Safety Team. **(for information & discussion)**

Comments - Councillors discussed this and agree the visibility of the crossroads when approaching from either Luppitt common or Turbury direction can be very limited as it appears this is a straight continuous road. Council was happy that the Highways Safety Team would be assessing this.

8 FINANCE (For information/Agreement)

8.1	Grants –	£
8.2	Receipts -	£
8.3	Cheque payments – Clerk Remuneration	£ 894.50
	DPC HMRC PAYE	£ 23.93
	Clerk expenses	£ 54.55
	BPHN Subscription 20/21	£ 200.00

Minutes of the Meeting of Dunkeswell Parish Council 16/03/2020

Cheque to be ratified paid out Feb 2020 P3 work - J Barrow -		£ 480.00
Donations -	Dunkeswell Pre-school	£ 383.00
	Throgmorton Hall	£ 382.00

(Cheques were Agreed)

Account balances – Parish Account - at 28th February 2020, statement number 129 Closing Balance
£29062.42 (This is a reconciled balance at 4th March 2020)

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 – No Planning Meeting - Bank Holiday - Planning Meeting 7.00pm **
Monday 20th April 2020 - Parish Council Meeting 7.30pm

**If you are intending to attend the planning meeting please check with the clerk that this meeting will go ahead, due to new arrangements in place.