

DUNKESWELL PARISH COUNCIL

Minutes of the Meeting of Dunkeswell Parish Council to be held Virtually via Video Conferencing on Monday 18th May 2020 at 7.30pm

Present: Cllrs John Barrow (Chairman), Brendan Procter (Vice Chairman), Tina Page, Andrew Maynard, John Sipple,

Apologies: Kerri Webber, Philip Stevens, Andrew Luscombe, County Councillor Iain Chubb, District Councillor's Colin Brown & David Key
No members of the Community requested a link to join the meeting

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 Virtually on **Monday 20th April 2020 were agreed** as a correct record of that meeting. Minutes to be physically signed at the first "in person meeting" following the CORVID-19 outbreak.

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

1.4 **Parish Council Appointments** - Following the relaxation of the regulations during the CORVID-19 outbreak (Coronavirus Act 2020, Reg 4) The Council have agreed that current appointments will remain the same until May 2021. All Councillors are happy with this arrangement.

Comments - It was agreed that appointments remain as they are currently and will next be appointed to in May 2021.

1.5 **The Power of Competence** - To formally adopt the Power of Competence for the year 2020 - 2021 following the qualification of the Clerk on 18th March 2019 & confirming that 2/3rds of the members were elected (6 elected members of 8 Councillor Positions) **(For Comment/Agreement)**

Comments - It was agreed that Dunkeswell Parish Council meets the criteria above and to adopt the Power of Competence for the year 2020/2021.

2 **PLANNING**

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

DECISIONS(for information) None Received

PLANNING APPLICATIONS (for comment/Information) -

2.1 **20/0369/FUL Land Adjacent 3F Marcus Road Dunkeswell** - Construction of two storey building comprised of a warehouse (use class B8) and showroom (sui generis) on the ground floor and offices (use class B1(a) on the first floor. **(for comment & agreement)**

Comments - No Objections

2.2 **20/0396/PDR Barns At Higher Musgrove Dunkeswell Abbey EX14 4RP** - Prior approval for proposed change of use of agricultural buildings to a hotel. **(for comment & agreement)**

Comments are unchanged from the comments made on 16/0031/PDR they are as follows:-

Tuesday 19th January 2016

"Further to our conversation the other day on this application I wondered if you could confirm whether the buildings would need to have a structural appraisal to prove they are sound and worthy of a change of use without extensive re building. I think this is one of the major concerns for councillors in this

application. They are going to have a site visit on Friday and I will confirm their comments thereafter as I am sure there will more”

Friday 29th January 2016

“The Parish Council Have no objections in principle of converting the building to a small scale tourism enterprise, especially where it supports an existing agricultural enterprise. There is however some concern over the size of enterprise proposed, 10 units is substantial, especially where the access is by single track unclassified road, therefore it is felt there should be an access, traffic and transport plan submitted to substantiate the traffic movements predicted in the covering statement.”

Comments remain unchanged from the comments made on 19/0384/FUL - awaiting a decision

They are as follows:-

Tuesday 16th April 2019

“The Parish Council have no objection to the application in principle. As commented on in application 16/0031/PDR on 29.1.2016, they do have concerns regarding the increase in traffic in a single track lane, given that only residential vehicles use this currently and also could not see whether disabled access was possible/had been considered.”

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

4 **HIGHWAYS**

- 4.1 **Lengthsman/Highways Issues to report.** - Clerk to continue reporting any known potholes

- 5 **FOOTPATHS AND BRIDLEWAYS** - work continuing as required by Footpaths Warden

6 **ENVIRONMENT**

7 **COMMUNITY & GOVERNANCE**

- 7.1 **Parish Council Insurance - To agree which quote to accept & payment to be raised (for comment & agreement)**

Comments - Council agreed to accept the quote from PEN (through Came & Company) and opted for the 3 year Long Term Agreement (LTA). Clerk to raise a cheque once a replacement invoice is received.

- 7.2 **Aubergine Compliant Website** - Payment sent along with requested information and access to the site so that a quote can be given for the transfer of all information held currently on the PC website to be transferred to the new site. Currently only any information back to January 2018 is included.

Email rec'd 11th May regarding transferring all Information on the current site, cost to remain at £550 +VAT, as per the original quote, due to the current website being on WordPress. **(for Information)**

- 7.3 **Internal Audit 19/20** - This was arranged for 28th May with Alison Marshall, due to coronavirus outbreak this will now be done electronically, via email/other. Clerk has emailed all the information requested to Alison and this will take place at the planned time. Alison will then send a copy of the internal Audit conclusions and recommendations directly to the Chairman. **(for information)**

- 7.4 **AOB** - Normally AOB is not an approved part of the agenda. With the rapidly changing situation with regards to coronavirus this has been included in the agenda for Virtual Meetings to ensure that anything that councillors wish to discuss at short notice can be included in this meeting due to the irregular pattern of meetings during the outbreak. Everything discussed under this heading will be minuted.

- 7.4.1 **NCP - Grant/Donation** - Council agreed to provide £2746.00 as requested and the same as last year.

- 7.4.2 **Dunkeswell Youth Club** - Council agreed to provide £2000.00 the same as last year.

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7.4.3 Update on the MUGA pavilion - The Wooden Pavilion is currently being painted/protected, work should be finished in the next few days.

8 **FINANCE** (For information/Agreement)

8.1 **Grants –**

8.2 **Receipts -** P3 2020/2021 £ 1000.00

8.3 **Cheque payments –**

Clerk Remuneration	£ 989.96
DPC HMRC PAYE	£ 19.49
Clerk expenses	£ 65.13
Cut & Strim Grass cutting	£ 68.00
Came & Company Insurance - 20/21 (3 year deal)	£ 538.07

Annual Donations

Dunkeswell Youth Club	£ 2000.00
DCP&LG NCP Park	£ 2746.00

(Cheque were Agreed)

Account balances – Parish Account - at 30 April 2020, statement number 131 Closing Balance £45480.14 (This is a reconciled balance at 7th May 2020)

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 2020 – Virtual Meetings only, until further notice, these will be advertised in the normal manner and in addition on the EDDC website as and when they are convened.

**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.