

Minutes of the Meeting of Dunkeswell Parish Council held in the Village Hall on Monday 19th February 2024

Present: Cllrs John Barrow, John Sipple, Andrew Luscombe, Philip Stevens, Andrew Maynard, Brendan Procter, David Pidsley, District Councillor's Colin Brown & Yehudi Levine,

Apologies: County Councillor Iain Chubb

In attendance: Kay Smith (clerk) - Three members of the public

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).

23/169 Receive apologies - Cllr Chubb road closure

23/170 Minutes of the previous meeting held on Monday 15th January 2024 to be agreed as a correct record of that meeting.

Resolution: The minutes of the meeting held on 15th January 2024 were agreed as a correct record of the meeting and duly signed.

23/171 Declarations of Interest and Risk Assessment: To receive declarations of interest and to note any additional risks. - No Declarations of Interest made

23/172 Public Open Session (15 minutes)

A resident with concerns regarding works being undertaken near to their property, attended after speaking with EDDC. Concerned about the water supply/pipes and potential damage to these, if they run near/under the works being carried out. Cllr Brown offered to check with EDDC.

Planning

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

23/173 Planning Decisions (for information)

Approved CPE - 23/1711/CPE Land Lying West Of Abbeywood Cottage (known As Pond View) Dunkeswell Honiton EX14 4SD - Use of land for the siting of a caravan for residential purposes and operational development comprising of the erection of a single storey extension to the residential unit. - **Noted**

23/174 Planning Applications (to be considered to date of the meeting)

a) **24/0081/FUL 2 The Laurels Flightway Dunkeswell Devon EX14 4RS** - Two storey extension to the main dwelling to include a balcony along with a single storey extension to provide secure garaging to the applicant's private vehicles. (expiry to comment 10.2.24) In consultation with the Council, comments have been submitted by the clerk using the Scheme of Delegation to the Clerk on 9th February "No Objections"

Resolution: The comment made was ratified by council.

b) **APPEAL - 23/1111/OUT Land Adjacent 1 Ball Knapp Dunkeswell Honiton EX14 4QQ** - Outline application with all matters reserved for the erection of one dwelling. (Expiry for representations 20.2.24)

Resolution: No further comments to be made.

23/175 Tree Decisions (for information) - None Received

23/176 Tree Applications (for consideration to date of the meeting) - None Received

23/177 Highways

a) **Issues to report** - Turbury cross - More bollards to protect vehicles from falling/slipping into the ditch. Windgate hill from Combe x down. Subsiding road near to Blackdown Garth.

23/178 Footpaths and Bridleways

a) P3 Footpaths forms received 19.1.24, JB and clerk to complete and return before 15th March.

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Resolution: It was resolved to apply for a grant of £1300.00 for 24/25, clerk and chair to complete & return forms.

23/179 Environment

23/180 Community and Governance

a) Parks

i) Seating NCP - suggestions/ideas to be considered.

Resolution: Clerk to seek more quotes for March Meeting for 2 x seats (NCP/Churchill)

In addition council also discussed the repairs to equipment in NCPark, the parts have arrived and repairs/replacements will be done when the weather improves.

Cllr Stevens had noted that some of the metal shelters and equipment in the NCPark needs re-painting. Council agreed that a quote should be sought from I Frost who carried out this work previously. Clerk to make contact.

b) Marcus rd/Flightway/ North Louis Way.

i) Email to EDDC for an update on two locations sent 18.1.24, reply received 31.1.24 and forwarded to Cllrs.

ii) Email regarding Drone footage sent 18.1.24 to Cllrs and to the EA.

Resolution: Drone pictures and information to be sent to Environmental Health EDDC, at the request of Cllr Brown, email address supplied.

c) Village Hall Project - email 20.1.24 to say member of the Hall Committee will be in attendance at this meeting.

Resolution: This item was brought forward to the start of the meeting, in agreement with Councillors & Members of the Village Hall Committee, in attendance, it was agreed that the works to Village Hall would be carried out in smaller blocks, commencing with the Hall roof and ceiling. Clerk to contact the ceiling provider for an updated quote and then source grants for funding.

d) Grass Cutting 2024 - to review quotes received and agree the provider for 2024

Resolution: Four quotes were requested, two quotes received by the closing date. Council agreed to consider the two quotes received and not look for an additional quote. It was resolved to continue to use the current, local service provider, Council felt this quote provided best value, provides flexibility & reliability and has proved a trusted provider alongside the Council preferring to support a local small business. Health & Safety & Risk Assessment documents to sent once updated and approved council. To be reviewed within 5 years or before at Council's discretion.

e) .gov.uk Email - To review the quote provided.

Resolution: It was resolved to set up email accounts for all Cllr's and agreed that once in place Cllr's will be expected to send and receive all council business emails through these accounts and cease using personal email accounts. As previously agreed, earmarked funds to be utilised.

f) Meeting dates 24/25 - To ratify the dates as sent to all Cllrs on 29.1.24.

Resolution: Meeting dates were noted and agreed, clerk to send out to all Cllr's and add to the website and noticeboards.

e) Councillor Training - Request to attend Reconnecting Communities with Community Transport - NALC

Resolution: Council resolved that Cllr Sipple be booked for this training.

f) Weeds - Cllr Sipple to update, re foam and hot water system/streetscene. Clerk contacted EDDC awaiting a reply at 15.2.24.

Resolution: Following on from the many previous discussions regarding weeds on Highfield Road: This responsibility does not sit with the Parish Council, however given that this is now is not done with any regularity and the with many comments from residents, the Parish Council

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has asked if Streetscene are able to use the foam treatment equipment and clear the weeds once or twice a year. Awaiting a reply. Council also considered the possibility of using the unused balance of earmarked funds for fencing installation to perhaps do this, this will be considered again once a reply has been received and funds can be identified.

g) **Co-option** - The closing date for applications is 8th March, received applications to be considered at March Meeting. - **Noted**

h) **Dog Bins/Picking up!** -

i) A few unattached dogs bins have been reported, to agree to re-instate on Posts, to agree what parts are required, who will do this or delegate arrangements to clerk.

Resolution: It was resolved that the bins will be re-attached, Cllr Barrow will look to do this as time allows and purchase any necessary parts

ii) Reports via social media about owners not picking up, particularly Powells Way round in to Louis Way. Posters reposted and shared on Social Media, Dog Warden Informed at EDDC and further advice sought, requested Pavement tattoos again. - **Noted**

iii) Resident emailed 52 photos on 18 emails, 15.2.24. This overloaded the PC email box and nothing was accessible until the upload completed. Clerk requested not to send so many photos next time or to attend the meeting and speak with council there. Clerk has replied to say please report dog fouling to EDDC (link below) where it will be recorded and dealt with as appropriate and at the same time streetscene will be requested to come out and clear the area/s. Dog warden alerted.

Resolution: The Council noted the actions taken prior to the meeting to try and alleviate/resolve the issue and went on to discuss the disappointment they feel towards those who do not pick up. It was felt that the Parish has more than adequate bin provision and even if they had been minded to install a further bin/s, this is not possible as the PC are unable to add an additional collection to the round with EDDC.
The Council ask, where there are issues with fouling if residents would report this online at...

<https://eastdevon.gov.uk/environmental-health-and-wellbeing/dogs/report-dog-fouling/>

This registers the issues with EDDC/Env. Health and also triggers Streetscene to come out and clean up.

l) **Events on DPC land** - to review, amend and agree the agreement and agree that anyone using land DPC owns/is responsible for, for an event, completes this form.

Resolution: This item was deferred to the March meeting, due to Cllr's having attended the Martyn Law seminar and the need for all councillors to view the screen shots taken by them, to be potentially added to this document. Clerk to add to March Agenda for discussion.

23/181 Finance (For information/agreement)

a) **Grants Received** -

£

b) **Receipts** -

£

Resolution: The payments for February were approved, Staff wages are to be confirmed before payment with the Chair and Vice Chair. Due to late submission to Payroll.

d) Invoices for Payment to the date of the Meeting - February 2024 to be agreed	
SMA PAYE - Mth 10	£7.41
Clerk PAYE - £1019.83 gross = TOTAL Gross £1019.83 Clerk Expenses - HWA Stationery, stamps, etc £22.61	£1031.63 net + Exp £22.61 Total £1054.24
DPC HMRC PAYE - Employees & Employers	£20.19

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d) Invoices for Payment to the date of the Meeting - February 2024 to be agreed	
TJ McCabe - fencing installation NCP & MUGA	£3024.47
HAGS - Play park equipment spares & replacements - Paid by cheque 29.1.24	£2295.64

23/182 Account balances - at 31st January 2024, statement number 177 Closing Balance
£55729.79 (This is a reconciled balance at 15th February 2024) - **Noted**

23/183 Communications (to date of the meeting)

a) BPHN Speeding - email forwarded to Cllrs 31.1.24, for discussion & agreement

Resolution: Cllr Sipple to reply on behalf of the Council

b) Martyn's Law - SLCC Webinar 13th Feb Cllr Barrow attended and will update Council

Update: Both Cllr Barrow & Cllr Sipple attended the meeting and both had screen shot the notes for information, Cllr Sipple will email to the clerk. Clerk will send out to all cllrs for consideration to be discussed at the March meeting

c) BPHN Landscape Management Plan Review Workshop 28th February 2024, 4pm - 6pm
Hemyock Parish Hall.

Resolution: It was resolved that Cllr Barrow and clerk will attend.

23/184 Clerks Update (to date of the meeting)

a) Trees - Letter to the Forestry Commission sent 16.2.24. - **Noted** and in addition, the Chair had contacted the NFU Insurance company to ask their advice, which was as follows...

In the instance where a resident, concerned about large trees on their property and the effect them coming down and and damaging their/their neighbours property had contacted and/or applied for permission to reduce/remove a tree and had been refused or not been allowed to carry out works to the extent they felt necessary, the NFU thought most insurance companies would not be able to refuse to payout as the owner had done all that they could to prevent this happening. They advised if possible to get in writing, any refusal to reduce/remove trees or advice a tree is healthy and safe. If possible also have a tree surgeon check your trees to see that they are healthy, again keep a written copy of the report.

Council awaits the reply from the Forestry Commission.

23/185 Business at the Chairman's discretion (no decision making during this item)

Part 2 – Recommendation: to close the meeting and under Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, that the Public and Press be excluded from the meeting for the following Item to be discussed as it may involve the likely disclosure of sensitive and confidential information.

23/186 - Staffing

It was agreed to close the meeting

Staff Appraisal, contract terms and scale were discussed and amicably agreed between both full Council and clerk. Clerk to implement Councils decisions.

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 meetings 2023 - 2024 can be found at <https://www.dunkeswell-pc.gov.uk/>

All Minutes & Agendas can found at <https://www.dunkeswell-pc.gov.uk/council-meetings/>

Next meeting - Parish Council Meeting Monday 18th March 2024, 7.30pm at Dunkeswell Village Hall.