

KNOWSTONE PARISH COUNCIL

Minutes of a regular meeting held on Tuesday 24th October 2017

Prior to opening the meeting Cllr Howe, Chairman quoted from the 'Good Councillor Guide 2017' to clarify that the term 'Chairman', rather than 'Chair', was the correct one to use: "Chairman is the term used in legislation and applies to holders of this post irrespective of gender". He also reminded councillors that in order to avoid the meeting becoming fragmented they should indicate that they wish to speak by holding up a hand and to treat each other with respect and abide by the Nolan rules.

The meeting opened at 7.40 p.m.

Present:

Cllr T Browse, Cllr E Costerton, Cllr R Howe (Chairman), Cllr T Moore (Vice Chairman),
Cllr J Stanbury, W Sweet (Clerk)

In attendance: Members of the public x 4, D/Cllr E Ley, C/Cllr J Yabsley

17/72 Apologies for absence: Cllr J Filmer-Bennett

17/73 Declarations of Interest (re. matters appearing on this agenda) Cllr J Stanbury declared an interest with reference to Agenda Item 8(b).

17/74 Approve Minutes It was RESOLVED to accept the minutes of the meeting held on 26th September 2017, Cllr Moore proposed; Cllr Browse seconded; all agreed.

17/75 Matters Arising from the minutes (not on the agenda) None

17/76 Correspondence (not covered elsewhere on Agenda)

Note receipt of the following (all previously circulated):

- Email dated 27.09.17 from Two Moors Way Association re. A Volunteers Welcome day at Chudleigh on 4th November;
- Email invitation dated 28.09.17 to attend Parish Forum to be held on Monday 13th November at 7.00 p.m. at Brynsworthy;
- Letter from The Pensions Regulator acknowledging completed declaration of compliance;
- Email dated 11.10.17 from Jon Triggs, Head of Resources, NDC informing Parish Councils that Parish Grant funding will be reduced by 50% in 2018/19 and removed from 2019/20 onwards.
- Email from Sarah Child dated 16.10.17 about Batsworthy Cross issues
- Devon Healthwatch Voices publication (copy available at meeting)

Correspondence sent:

- Note letter sent to Mrs Jenkins confirming decision re. Sidemoor lease

17/77 Public Questions

- Mrs Newton asked if anyone had applied to be co-opted onto the Council. The Chairman said this would be covered under Agenda item 11.
- Mr Morgans asked whether the Change of Use application re. Roachill Farm would be discussed under Agenda Item 8(a). He gave a brief resume of recent planning applications at the property – 1 dwelling split into 2, barn conversion to holiday let with 11 months occupation subsequently extended to permanent residence, static caravan on site for an office (now being lived in). The agricultural building which is subject to the current application had formed part of an agricultural application last year. In his opinion, if the permission was granted, it would open a flood gate of applications for conversions of garages/sheds etc to dwellings in Roachill. The Chairman informed Mr Morgans that the Council would look at the application carefully, as they do all applications.

17/78 Finance

a) **Finance Report** – note receipt of final 50% of Parish Precept 17/18 and Parish grants 17/18, totalling £2064.77. Accounts to 24.10.17 which had previously been circulated were reviewed and

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approved by the Council, Cllr Browse proposed, Cllr Costerton seconded.

b) Accounts to settle:

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| • Clerk's salary & expenses | £248.60 |
| • Wendy Vigus (taking & producing minutes) | £48.50 |
| • DALC Conference attended by Clerk | £25.00 |
| • Local Council Administration, 10th Edition (via Clerk) | £78.40 |
| • Currys (via Clerk) – laptop, software, scanner printer | £728.94 |

It was RESOLVED to settle the above accounts; Cllr Moore proposed, Cllr Stanbury seconded; all agreed.

c) **Budget 2018/19 preparation** - a draft Budget for 18/19 had been circulated prior to the meeting and was reviewed. With reference to defibrillator maintenance an amount of £50 was added to the draft budgets as the costs were likely to be minimal. Cllr Moore queried whether it was necessary to include an amount in Contingencies to cover possible future elections. The budget will be reviewed again next month.

d) To consider replacement of the Roachill noticeboard by D Herbert – estimated cost £150-£200. The noticeboard will be the same size as the current one. The Chairman informed the meeting that David Herbert was a respected local carpenter who had recently done work in the church.

e) To consider Beaples Stone strimming by Ian Woolacott at a cost of £60.00.

It was RESOLVED that D Herbert be instructed to make a new noticeboard and Ian Woolacott to undertake strimming at Beaples Stone as and when requested – proposed Cllr Browse, seconded Cllr Stanbury, all agreed.

17/79 Planning

a) Applications received after preparation of the agenda – Ref 63965: Prior approval for Change of Use of Agricultural Building to one dwellinghouse at Roachill Farm, Roachill. As information about this application had only just been received councillors did not have enough information to discuss and make a decision about its response at the meeting. It was agreed that the Chairman and Cllrs Costerton, Moore and Stanbury would make a site visit and a decision on the Council's response would be made at an Extraordinary Council meeting to take place prior to the Planning Department's deadline for comments (8th November).

b) Applications notified since last meeting:

- i) Ref 63852: Erection of Agricultural Livestock Building (1 of 2) at Weston Farm, Knowstone
- ii) Ref 63851: Erection of Agricultural Livestock Building (2 of 2) at Weston Farm, Knowstone
- iii) Ref 63853: Erection of Agricultural Dry Manure Storage Building at Weston Farm, Knowstone
- iv) Ref 63854: Erection of Agricultural Building to cover existing silage store at Weston Farm

Cllr Costerton had made a site visit on the council's behalf and reported that he had no objections to the plans. It was RESOLVED to submit a No Comment response to the Planning Department – all agreed.

17/80 Third Party Reports

a) **District Councillor Ley** informed the Council, with reference to the future loss of Parish Grant, that parishes with over 500 residents had lost their grant 5 years ago. Some of these parishes had counteracted the effect by putting £1 on their precept.

D/Cllr Ley spoke briefly about the recent Batsworthy Noise Working Group meeting which had covered some very technical issues. It was a similar situation to that at Fullabrook. He felt it was likely to carry on into the future for a couple more years.

b) County Councillor Yabsley

East Hill Farm – There was no news about East Hill Farm and C/Cllr Yabsley could only speculate on what was holding it up. He will chase up and inform the Clerk if he has an update prior to the next KPC meeting.

Other Matters – The Health scrutiny continues. The Local Plan should be adopted at the end of the December. He encouraged everyone to keep reporting potholes.

17/81Members Reports

- a) **CPR training** – Cllr Moore reported that two sessions had been arranged – Tuesday 31st October and Wednesday 1st November in the Hall. Cllr Filmer-Bennett has a list of participants from Roachill and will also assist with the audio/visuals. Tools supplied by the British Heart Foundation will be used in the training. The session will commence at 7.30 p.m. (helpers to arrive at 7.00 p.m.); refreshments will be served.
- b) **Highways** - a written report by Cllr Filmer-Bennett had been circulated to all councillors prior to the Meeting. The Chairman gave a brief summary of it. On 2nd October Cllr Filmer-Bennett had an informal meeting with Richard Sables, Devon County Council Highways Officer, during which it was agreed that the large pothole in Roachill would receive immediate attention. It has subsequently been repaired. There had been discussions about the possibility of moving the cattle grid nearest the link road, the HGV route and the cleaning up of the chicane at Roachill. Mr Sables will look into the ownership of the large inspection chamber in East Knowstone outside Fair View as it is in a bad state of repair. It may be owned by SW Water.

About 20 tyres have been dumped in the stone depot layby. North Devon Council have been advised.

Cllr Browse had informed Cllr Filmer-Bennett about problems with two of the grit bins. The new one by Wadham has been smashed by a vehicle and the one of Tracey's Hill has not been placed yet. Highways are aware and both in hand.

Highways have also been informed about the passing place on the Knowstone to Ash Mill back road which has been filled in.

- c) **Police** – Cllr Moore – this month's police handout has been received and will be posted on the website. No crimes of significant interest to report.
- d) **Footpaths & Beaples Stone** – Cllr Browse. Nothing to report re. Footpaths. The Beaples Stone area has been strimmed.
- e) **PCC** - Cllr Howe reported that there would be no Christmas Day service in Knowstone due to a shortage of clergy. The nearest church having a service will be Rose Ash. The Christmas Fayre will take place on 2nd December and the Carol Service, followed by mince pies and mulled wine, on 17th December.
- f) **Parish Hall** – Cllr Howe reported on the recent Hobby Horse Race Night which had been an enjoyable event. He thanked everyone who had been involved in its organisation and also those who had sponsored races and bought horses. The hall is well used and will continue to advertise in 'In Touch'. Future events in the Hall are as follows:

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| Saturday 28th October | Indoor Yard Sale | 10.00 a.m. – 3.00 p.m. |
| | Dance | 7.30 p.m. |
| Wednesday 8th November | Coffee Morning | 10.30 a.m. – 12.00 p.m. |
| Tuesday 14th November | Parish Hall AGM | 7.30 p.m. |
| Tuesday 21st November | PCC meeting | 7.30 p.m. |
| Thursday 30th November | Film Night showing 'Lion' | 7.30 p.m. |

- g) **Emergency Plan** - Cllr Browse informed the council that the cut off for receipt of completed forms is the end of this month, after which time he will start collating the information. He has received 10 forms so far; Cllr Costerton handed him another 3. In the absence of a councillor living in Knowstone village, Ken Dykes will be approached to see if he is willing to take on the role of Emergency

Coordinator. In the event of a power cut during an emergency situation, Cllr Browse, in East Knowstone, would not have the use of a phone and it was suggested that the Council bought a couple of old style phones which plug in for use in this situation – approximately £10 each.

- h) **Standing Orders Working Group** – Cllr Moore reported that the group had met last week. There were a large number of items in the Standing Orders which need to be tidied up and clarified. Approximately 20 items had been looked at during the meeting. The item that generated the most discussion was the S/O which states “a meeting shall not exceed a period of three hours”. It was felt that now the Council meets monthly this should be the exception. New wording will be drawn up and presented to the Council in due course along with all the other proposed changes, none of which are likely to be big.
- i) **Parish Pound** – The Chairman suggested that members of the Council join him in clearing the area – date to be advised and weather permitting. It was suggested that residents of Knowstone may also like to help and information about date & time will be displayed on the noticeboards and website.
- j) **Batsworthy Noise Working Group** – The Chairman gave a brief report. It was now realised that the people monitoring the noise levels had been misleading NDC. Different methods had been used and there were serious concerns. NDC will have to bring the windfarm owners to account but there is likely to be costs attached to it.
- k) **Moors Management** – the AGM will be held at the end of November. This is when money is paid out to KPC and other landowners.
- l) **Exe Valley Bus** – Cllr Howe reported that there are only 3 drivers at the moment – Phil Dey, Ian Brooks and Cat Omell with himself as a fall back. They would be putting a piece on noticeboards and the website asking for volunteer drivers with suitable driving licences. There had only been 3 passengers on a recent bus journey and it is a case of “use it or lose it”.

17/82 Casual Vacancy for a Parish Councillor. No applications for co-option onto the Council had been received prior to the meeting. It was agreed to put another notice on the website and noticeboards inviting applications and giving more information about what was involved.

17/83 Diary/Forthcoming Community Events:

As listed under Item 17/80(f)

An informal bonfire party is taking place in Roachill on Sunday 5th November at 6.30 p.m.

Xmas Bingo – Parish Hall – Tuesday 12th December at 8.00 p.m.

17/84 Members - Matters of Immediate Concern for inclusion at the next meeting - none

17/85 Date & Time of next meeting: Tuesday 28th November commencing at 7.30 p.m.

Meeting closed at 9.10 p.m.

Minutes prepared by Wendy Sweet (Parish Clerk)

DCC pothole reporting helpline:

<https://new.devon.gov.uk/roadsandtransport/report-a-problem/>

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