

**Minutes of the Annual Meeting of the Council held on 25th June 2019, Knowstone Parish Hall**

**Present:** Cllr Barrett, Cllr Filmer-Bennett (Vice Chairman), Cllr Howe, Cllr Maidment, Cllr Pomfret

**In attendance:** W Sweet (Clerk), members of the public x 4, C/Cllr Yabsley (part)

**19/37 Apologies for absence** - Cllr Moore due to work commitments, D/Cllr Ley

**19/38 Co-option of additional members**

- (i) Consider Co-option of additional member – Debbie Maidment made a brief statement about herself. It was RESOLVED to co-opt Debbie Maidment onto the Council, Cllr Howe proposed, Cllr Pomfret seconded, all agreed.
- (ii) Co-option and acceptance of office forms were signed by Cllr Maidment.
- (iii) It was AGREED that the new councillor would attend an appropriate training course, details of which would be supplied to her by the Clerk.

**19/39 Allocation of councillor roles** – Emergency Plan and Snow Warden - decisions deferred until next meeting. Welcome Pack – Cllr Howe agreed to take on this role until such time that a new councillor felt able to undertake it.

**19/40 Declarations of Interest** (re. matters appearing on this agenda) - None

**19/41 Approve Minutes** It was RESOLVED to accept the minutes of the meeting held on 14th May 2019, Cllr Howe proposed, Cllr Pomfret seconded, all agreed. The minutes were signed by Cllr Filmer-Bennett who was chairing the meeting in Cllr Moore's absence.

**19/42 Correspondence** (not covered elsewhere on the agenda)

- Note receipt of DALC News 2019 #11 dated 20.05.19;
- Note receipt of email from Scott Walker, DCF with Batsworthy Cross Fund Statement 2019 – hard copy available at meeting;
- Note receipt of Latest news from the ICO dated 6.06.19;
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- Email dated 21.06.19 from Devon & Somerset Fire & Rescue Service regarding proposed changes and consultation process. Cllr Filmer-Bennett said if any councillor felt KPC should respond to contact the clerk for inclusion on the agenda of the next meeting. It was noted that South Molton fire station is not due for closure.

**19/43 Public Questions** (*limited to 20 minutes*) **Standing orders suspended**

- (i) Mrs Newton said she felt that Cllr Ley's request at the last meeting for financial support for East Anstey PC had been misleading as the person appealing has to bear the costs of the appeal. NDC has to make an application to the inspector before the enquiry begins to ensure all the costs are borne by the applicant – not the council or the parishes.

*Draft for approval at next scheduled meeting*

(ii) Mrs Newton reported that she has been doing more research regarding HMS Eggesford and has uncovered documents dated 1943 which state that there was a certificate relating to contributions made by residents of Knowstone which the Vicar of Knowstone decided to put in a safe place – the Post Office which burnt down in 1963. She is planning to write to the Ministry of Defence in the hope of obtaining a copy of the original certificate. Cllr Howe suggested that the Imperial War Museum may be an additional source of information.

(iii) Mr Morgans asked about the state of traffic on the C3 525 road from Moortown to Blackerton Cross through Roachill. This will be covered under Highways report.

(iv) Mr Morgans asked whether the license the farmer in East Anstey has for taking waste soil has now been fulfilled or if not, how much more is planned to be transported there?

(v) Re. Item 9(b) (iii) – application at Ford Farm Mr Morgans said he was pleased to see that the correct procedure was being followed and asked whether retrospective planning permission was ever received by the previous owner of Ford Farm.

#### 19/44 Finance:

a) The Accounts and Bank reconciliation to date, previously circulated, were REVIEWED.

b) Accounts to settle:

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| • Wendy Sweet – pay and back pay (£242.09) & expenses (£31.64) | £273.49 |
| • J Poole Plant Hire & Groundworks                             | £276.00 |

It was RESOLVED to settle the above accounts, Cllr Howe proposed, Cllr Pomfret seconded, all agreed. Cllr Pomfret showed the meeting a photo he had taken of the seat at Beaples stone and Mr Morgans suggested that a copy of the photo is given to Mrs Wilmetts to be put in the Knowstone archive.

#### 19/45 Planning

a) Applications received after preparation of the agenda

(i) **Ref. 66449:** Conversion of Barn with tied living accommodation to form one non-restricted dwellinghouse at West Hill, Knowstone. Cllr Howe gave some brief background to the existing condition whereby the previous occupants had changed the barn into living accommodation without permission and had subsequently been allowed to stay there due to health reasons for their lifetime or until they moved. The new owners have applied to convert the barn to a four bedroom dwelling and are keen to preserve it as a stone and cob building. Cllr Howe has made a site visit and proposed that KPC supports the application, Cllr Pomfret seconded, all agreed.

(b) Applications notified since last meeting

(i) **Ref. 66790:** Change of use of land to allow for the erection of manège for private use at Ford Farm, Knowstone – Cllr Howe reported that he had made a site visit – the planned manège is not overlooked by anyone and will provide safety for horse owners. Cllr Howe proposed that KPC supports the application, Cllr Pomfret seconded, all agreed.

(ii) **Ref. 66812:** Listed building consent to concrete area to existing yard and hard landscaping for existing barn conversion at West Bowden, Knowstone - Cllr Howe reported that he had made a site visit and spoken with the owner who had shown him what they wanted to do. He said that the practicality of the scheme was very sensible and proposed that KPC supports the application, Cllr Barrett seconded, all agreed.

(iii) **Ref. 66838:** Prior Approval For A Proposed Larger Home Extension In Respect Of Extension To Rear Which Extends 8m Beyond The Rear Wall, 4m To Ridge And 2.45m To Eaves at Ford Farm, Knowstone – single storey addition. Cllr Howe said in relation to planning permission being submitted for a second house there is only one house there. Work has been done in the past on the property in respect of the roof being raised and accommodation being put into the eaves. Other buildings on the site include a very old stone and cob barn plus various farm buildings, some of which the current owners will take down as they are in poor condition. Cllr Filmer-Bennett

asked whether a planning officer will visit and will pick up any past planning irregularities. It was felt that this would be the case. The current owner said that when they purchased the property comprehensive searches were done and he was not aware of any outstanding retrospective applications. Cllr Howe proposed that KPC supports this application, Cllr Pomfret seconded, all agreed.

(c) East Hill

(i) It was AGREED that the clerk will write to DCC's solicitor regarding S106 re. transfer of land and money to KPC promised on completion of sale. Cllr Filmer-Bennett proposed, Cllr Howe seconded, all agreed.

(ii) It was AGREED to make an informal site visit to East Hill and form a Working Group which can include non-councillors and will discuss potential uses for the site and to get ideas from parishioners. The clerk will arrange a site visit.

(d) Poultry Farm, E Anstey – it was reported that the owner had submitted 4 appeals but has to put in for all 5 applications. One chicken shed has been removed. If/when an enquiry takes place there will be good representation from East Anstey and KPC which has an interest in the affordable homes.

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- a) District Councillor – not present
- b) County Councillor – no report given, information and advice given under Highways Report.

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a) **Highways** – Cllr Filmer-Bennett

(i) It was AGREED to repair Roachill gateway walls at a cost of £190.26 as per quote, previously circulated. Cllr Filmer-Bennett gave some background about the work - residents in Roachill wanted to restore the approaches as they used to be. The overgrowth has been removed to expose the gateways – some bricks need to be replaced and the walls partially rebuilt. Person who has given the quote is a qualified brick layer and lives in Roachill. Cllr Filmer-Bennett proposed, Cllr Barrett seconded, all agreed.

(ii) Problem with HGVs going down into East Knowstone – it had been previously agreed that signposts would be amended to remove the HGV wording. Lorry drivers who do not know the area go down there thinking it is a HGV route. The recent incident that was reported to the Council was a driver lost on his way to Rose Ash. There has been no action since KPC's request last October despite several chasing emails and telephone calls. Cllr Filmer-Bennett asked C/Cllr Yabsley whether the next course of action should be to get hold of the portfolio holder. C/Cllr Yabsley said that Richard Sables had received direction from Tom Vaughan on this matter and he will remind Richard Sables and try to get some action. The next Highways tour of the parish will take place sometime in July.

(iii) Mrs Newton referred to a drain in the Holy Moor area which had been mentioned over the last 20 years – it is now located and will be replaced. On this issue C/Cllr Yabsley said that most parishes are now compiling a list of problem drains and troublesome gullies which they send to him and Richards Sables after every Council meeting and continue to send each time it is not resolved. The information will be passed to the portfolio holder as evidence of the problems parishes have.

(iv) Road through Roachill – Cllr Filmer-Bennett reported that there had been some discussions with the two hauliers concerned – CC Haulage and Nick Ager who are removing spoil and depositing it on a site in East Anstey. There are a lot of lorries going through Roachill and there has been a near miss recently. The Council would like some way of getting them re-routed and to find out when the licence runs out. The lorries are also using the lane which goes past Plymptons and are causing problems to the holiday business there. C/Cllr Yabsley suggested that the owner

of Plympton and residents of Roachill get together and engage a solicitor to write to the hauliers and developer to complain that their amenity is being damaged and ask them to vary the route. He said it was difficult to deal with as a Highways issue as their main job is to ensure that road users have access to the highway. Cllr Filmer-Bennet said he would consult with neighbours and report back at the next meeting. The clerk will liaise with the clerk of East Anstey PC to see if she has any information about the licence and future contracts to take spoil there.

(v) Mobile speed sign – it was reported that KPC had applied to C/Cllr Yabsley for a contribution from the Localty fund. Permission to erect sign is going through DCC's process. The position of the sign will need to be agreed with Highways and Cllr Filmer-Bennet is waiting for Richard Sables to come and look. This and other highways issues will be raised at the visit in July.

b) **Footpaths & Beaples Stone** – Cllr J Pomfret reported that the official handover from Timothy Browse had taken place and he has walked all but one of the footpaths so far. The footpaths at this time of the year are quite challenging due to the high grass. He has been in touch with Ros Davies and is hoping to meet with her, with a list of things that need doing, once he has walked the final footpath. With regard to Beaples stone he said the wording is illegible and needs to be restored.

c) **Police Report** – In Cllr Moore's absence, Cllr Filmer-Bennett read out a brief summary from the Police Blog the main focus of which was reminding motorcyclists of basic road safety rules.

d) **Parish Pound** – Cllr Howe reported that it is being kept tidy by Jeannie Hicks. He has read guidance for the establishment of a war memorial and it would appear that KPC is in line with requirements as it owns the land and there is public support as indicated at the recent Annual Meeting of the Parish. It was AGREED to create a War Memorial to Knowstone residents lost in the First World War (none were lost in the 2nd World War) in the Parish Pound subject to the appropriate planning permissions, Cllr Howe proposed, Cllr Barrett seconded, all agreed. Cllr Howe outlined what he envisaged for the memorial – a dovecot in the central area of the Pound plus a plaque with names of the men lost – stone would last longer than hard wood. On top of the dovecot there will be dove with olive branch in its beak and either side of it will be silhouettes of two soldiers. It is also planned to plant poppies in the area.

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**19/49 To confirm date & time of the next meeting** – 23rd July 2019 at 7.30 p.m.

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*Draft for approval at next scheduled meeting*

(ii) Mrs Newton reported that she has been doing more research regarding HMS Eggesford and has uncovered documents dated 1943 which state that there was a certificate relating to contributions made by residents of Knowstone which the Vicar of Knowstone decided to put in a safe place – the Post Office which burnt down in 1963. She is planning to write to the Ministry of Defence in the hope of obtaining a copy of the original certificate. Cllr Howe suggested that the Imperial War Museum may be an additional source of information.

(iii) Mr Morgans asked about the state of traffic on the C3 525 road from Moortown to Blackerton Cross through Roachill. This will be covered under Highways report.

(iv) Mr Morgans asked whether the license the farmer in East Anstey has for taking waste soil has now been fulfilled or if not, how much more is planned to be transported there?

(v) Re. Item 9(b) (iii) – application at Ford Farm Mr Morgans said he was pleased to see that the correct procedure was being followed and asked whether retrospective planning permission was ever received by the previous owner of Ford Farm.

#### 19/44 Finance:

a) The Accounts and Bank reconciliation to date, previously circulated, were REVIEWED.

b) Accounts to settle:

- |                                                                |         |
|----------------------------------------------------------------|---------|
| • Wendy Sweet – pay and back pay (£242.09) & expenses (£31.64) | £273.49 |
| • J Poole Plant Hire & Groundworks                             | £276.00 |

It was RESOLVED to settle the above accounts, Cllr Howe proposed, Cllr Pomfret seconded, all agreed. Cllr Pomfret showed the meeting a photo he had taken of the seat at Beaples stone and Mr Morgans suggested that a copy of the photo is given to Mrs Wilmetts to be put in the Knowstone archive.

#### 19/45 Planning

a) Applications received after preparation of the agenda

(i) **Ref. 66449:** Conversion of Barn with tied living accommodation to form one non-restricted dwellinghouse at West Hill, Knowstone. Cllr Howe gave some brief background to the existing condition whereby the previous occupants had changed the barn into living accommodation without permission and had subsequently been allowed to stay there due to health reasons for their lifetime or until they moved. The new owners have applied to convert the barn to a four bedroom dwelling and are keen to preserve it as a stone and cob building. Cllr Howe has made a site visit and proposed that KPC supports the application, Cllr Pomfret seconded, all agreed.

(b) Applications notified since last meeting

(i) **Ref. 66790:** Change of use of land to allow for the erection of manège for private use at Ford Farm, Knowstone – Cllr Howe reported that he had made a site visit – the planned manège is not overlooked by anyone and will provide safety for horse owners. Cllr Howe proposed that KPC supports the application, Cllr Pomfret seconded, all agreed.

(ii) **Ref. 66812:** Listed building consent to concrete area to existing yard and hard landscaping for existing barn conversion at West Bowden, Knowstone - Cllr Howe reported that he had made a site visit and spoken with the owner who had shown him what they wanted to do. He said that the practicality of the scheme was very sensible and proposed that KPC supports the application, Cllr Barrett seconded, all agreed.

(iii) **Ref. 66838:** Prior Approval For A Proposed Larger Home Extension In Respect Of Extension To Rear Which Extends 8m Beyond The Rear Wall, 4m To Ridge And 2.45m To Eaves at Ford Farm, Knowstone – single storey addition. Cllr Howe said in relation to planning permission being submitted for a second house there is only one house there. Work has been done in the past on the property in respect of the roof being raised and accommodation being put into the eaves. Other buildings on the site include a very old stone and cob barn plus various farm buildings, some of which the current owners will take down as they are in poor condition. Cllr Filmer-Bennett

asked whether a planning officer will visit and will pick up any past planning irregularities. It was felt that this would be the case. The current owner said that when they purchased the property comprehensive searches were done and he was not aware of any outstanding retrospective applications. Cllr Howe proposed that KPC supports this application, Cllr Pomfret seconded, all agreed.

(c) East Hill

(i) It was AGREED that the clerk will write to DCC's solicitor regarding S106 re. transfer of land and money to KPC promised on completion of sale. Cllr Filmer-Bennett proposed, Cllr Howe seconded, all agreed.

(ii) It was AGREED to make an informal site visit to East Hill and form a Working Group which can include non-councillors and will discuss potential uses for the site and to get ideas from parishioners. The clerk will arrange a site visit.

(d) Poultry Farm, E Anstey – it was reported that the owner had submitted 4 appeals but has to put in for all 5 applications. One chicken shed has been removed. If/when an enquiry takes place there will be good representation from East Anstey and KPC which has an interest in the affordable homes.

**19/46 Third Party Reports** (if present):

- a) District Councillor – not present
- b) County Councillor – no report given, information and advice given under Highways Report.

**19/47 Members Reports**

a) **Highways** – Cllr Filmer-Bennett

(i) It was AGREED to repair Roachill gateway walls at a cost of £190.26 as per quote, previously circulated. Cllr Filmer-Bennett gave some background about the work - residents in Roachill wanted to restore the approaches as they used to be. The overgrowth has been removed to expose the gateways – some bricks need to be replaced and the walls partially rebuilt. Person who has given the quote is a qualified brick layer and lives in Roachill. Cllr Filmer-Bennett proposed, Cllr Barrett seconded, all agreed.

(ii) Problem with HGVs going down into East Knowstone – it had been previously agreed that signposts would be amended to remove the HGV wording. Lorry drivers who do not know the area go down there thinking it is a HGV route. The recent incident that was reported to the Council was a driver lost on his way to Rose Ash. There has been no action since KPC's request last October despite several chasing emails and telephone calls. Cllr Filmer-Bennett asked C/Cllr Yabsley whether the next course of action should be to get hold of the portfolio holder. C/Cllr Yabsley said that Richard Sables had received direction from Tom Vaughan on this matter and he will remind Richard Sables and try to get some action. The next Highways tour of the parish will take place sometime in July.

(iii) Mrs Newton referred to a drain in the Holy Moor area which had been mentioned over the last 20 years – it is now located and will be replaced. On this issue C/Cllr Yabsley said that most parishes are now compiling a list of problem drains and troublesome gullies which they send to him and Richards Sables after every Council meeting and continue to send each time it is not resolved. The information will be passed to the portfolio holder as evidence of the problems parishes have.

(iv) Road through Roachill – Cllr Filmer-Bennett reported that there had been some discussions with the two hauliers concerned – CC Haulage and Nick Ager who are removing spoil and depositing it on a site in East Anstey. There are a lot of lorries going through Roachill and there has been a near miss recently. The Council would like some way of getting them re-routed and to find out when the licence runs out. The lorries are also using the lane which goes past Plymptons and are causing problems to the holiday business there. C/Cllr Yabsley suggested that the owner

of Plympton and residents of Roachill get together and engage a solicitor to write to the hauliers and developer to complain that their amenity is being damaged and ask them to vary the route. He said it was difficult to deal with as a Highways issue as their main job is to ensure that road users have access to the highway. Cllr Filmer-Bennet said he would consult with neighbours and report back at the next meeting. The clerk will liaise with the clerk of East Anstey PC to see if she has any information about the licence and future contracts to take spoil there.

(v) Mobile speed sign – it was reported that KPC had applied to C/Cllr Yabsley for a contribution from the Localty fund. Permission to erect sign is going through DCC's process. The position of the sign will need to be agreed with Highways and Cllr Filmer-Bennet is waiting for Richard Sables to come and look. This and other highways issues will be raised at the visit in July.

b) **Footpaths & Beaples Stone** – Cllr J Pomfret reported that the official handover from Timothy Browse had taken place and he has walked all but one of the footpaths so far. The footpaths at this time of the year are quite challenging due to the high grass. He has been in touch with Ros Davies and is hoping to meet with her, with a list of things that need doing, once he has walked the final footpath. With regard to Beaples stone he said the wording is illegible and needs to be restored.

c) **Police Report** – In Cllr Moore's absence, Cllr Filmer-Bennett read out a brief summary from the Police Blog the main focus of which was reminding motorcyclists of basic road safety rules.

d) **Parish Pound** – Cllr Howe reported that it is being kept tidy by Jeannie Hicks. He has read guidance for the establishment of a war memorial and it would appear that KPC is in line with requirements as it owns the land and there is public support as indicated at the recent Annual Meeting of the Parish. It was AGREED to create a War Memorial to Knowstone residents lost in the First World War (none were lost in the 2nd World War) in the Parish Pound subject to the appropriate planning permissions, Cllr Howe proposed, Cllr Barrett seconded, all agreed. Cllr Howe outlined what he envisaged for the memorial – a dovecot in the central area of the Pound plus a plaque with names of the men lost – stone would last longer than hard wood. On top of the dovecot there will be dove with olive branch in its beak and either side of it will be silhouettes of two soldiers. It is also planned to plant poppies in the area.

e) **Parish Hall** – Cllr Howe reported on the recent Village Fair which had taken place on Saturday 15th June. There had been a couple of showers during the afternoon but a good time was had by all. The financial results of the Fair are not yet known.

f) **PCC Report** – Cllr Howe reported that the PCC is towards the end of final lap of restoration of the rood loft steps. New floor boards are due to be fitted after which the choir stalls can be put back. The PCC is looking forward to welcoming the Bishop of Exeter who will be coming to conduct a service once the restoration work is finished. The first wedding for 14 years is due to take place on 6th July.

**19/48 Business at the Chairman's discretion** – none

**19/49 To confirm date & time of the next meeting** – 23rd July 2019 at 7.30 p.m.

The meeting closed at 20.57.