

# KNOWSTONE PARISH COUNCIL

## Minutes of a regular meeting held on Tuesday 23rd January 2018

Before opening the meeting at 7.30 p.m. a minute's silence was observed to remember former Chairman of the Council, Bill Norman, who had recently died.

**Present:** Cllr T Browse, Cllr J Filmer-Bennett, 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 (part), C/Cllr J Yabsley (part)

**17/100 Apologies for absence** - None

**17/101 Declarations of Interest** (re. matters appearing on this agenda) - None

**17/102 Approve Minutes** It was RESOLVED to accept the minutes of the meeting held on 28th November 2017; Cllr Browse proposed; Cllr Moore seconded; all agreed.

**17/103 Matters Arising** from the minutes (not on the agenda) - None

**17/104 Correspondence (not covered elsewhere on Agenda)**

- Note email dated 7 December 2017 to Planning Department ref. 64147 (Whitmore Farm)
- Note email dated 18 December 2017 to Cllr Brailey, Leader North Devon Council re. Batsworthy noise problems
- Note letter dated 18 December 2017 to Tiffany Nicholson re. Traffic Management for Community Events/Chapter 8 training; reply not yet received;
- Note email dated 21 December to Rackenford & Rose Ash Parish Councils re. community bus

Correspondence received since preparation of the Agenda:

- Note email dated 2.01.18 from NDC re. Parish Precept 2018/19 with form to complete by 24 January.
- Note email dated 4.01.18 received from Devon Highways re. filled in passing place stating 'no evidence of encroachment into highway' – Cllr Filmer-Bennett will liaise with clerk to follow up.
- Note email dated 8.01.18 from SLCC secretary re. webinar being held on 23.01.18 about new external auditor the new external audit arrangements which the clerk was unable to attend; information will be subsequently supplied.
- Note email dated 10.01.18 from Batsworthy Cross Wind Farm Community Benefit Fund re. recent grant awards, project updates & inviting applications for 2 new members, closing date for obtaining application information is 12.02.18; it was agreed to put information about the latter on the website and noticeboards; Clerk to ascertain whether Parish Councillors are allowed to apply.
- Note email dated 17.01.18 from Devon Countryside Access Forum – new members sought – closing date 9.02.18.
- Note letter dated 19.12.17 from Peter Heaton-Jones MP acknowledging email sent 18.12.17 re. Batsworthy noise monitoring problems.
- Note email dated 12.01.18 from Claire Holm, Customer & Corporate Communications Manager, North Devon Council re. Batsworthy. Two representatives of the council are invited to attend a meeting on Friday 23rd February at 10.00 a.m. at Brynsworthy. It was agreed that Cllr Browse and Cllr Costerton would attend. The Clerk was asked to let Tim Hatcher & Jane Faust know who was attending as well as letting Ms Holm know.

**17/105 Public Questions**

- Mr D Morgans asked whether the Parish Council could ask farmers and local contractors to keep off the verges as they are being broken down and causing problems with drainage.
- Mr Morgans also asked whether the Council would consider putting up notices in the parish stating 'not suitable for satnav routes'. The Chairman said that this could go on the agenda of the next meeting to be discussed.
- Mrs R Newton highlighted a problem with recycling in East Knowstone whereby dropped items were found blowing around on the road. Also quite often food waste was not being collected. The Chairman had previously raised this with Cllr Cann and had been assured that any rubbish dropped during collection would be picked up by the operatives. A van with dumpy bags on the back is being used in East Knowstone rather than the lorry with sides which means items are more liable to fall out. It was agreed that the Clerk would write to Cllr Cann and Customer Service Centre to express concern about the various problems with the recycling collection.

*Approved*

On the subject of rubbish, the Chairman reported that damaged road signs had been dumped in the ditch at entrance to Harpson & Kidland turning. Cllr Filmer-Bennett will inform Highways.

#### **17/106 Finance**

a) **Finance Report** It was RESOLVED to agree the accounts and bank reconciliation to 28.12.17 previously circulated; Cllr Filmer-Bennett proposed; Cllr Moore seconded; all agreed. Expenditure against budget to date and projected year-end figures were reviewed.

#### b) **Accounts to settle:**

• Clerk's salary & holiday pay (Dec/Jan)	£126.25
• Wendy Vigus – website updating	£51.00
• DALC – Good Councillor Guides	£16.07
• Home Fayre (via Cllr T Browse) – telephone for use in emergency	£8.99
• Parish Online (annual fee)	£18.00 incl VAT

It was RESOLVED to settle the above accounts; Cllr Moore proposed; Cllr Filmer-Bennett seconded; all agreed.

c) **Budget 2018/19 and Precept 2018/19** – It was RESOLVED to adopt the Draft Budget for 18/19 previously circulated; Cllr Filmer-Bennett proposed; Cllr Moore seconded; all agreed.

It was RESOLVED to set the Precept figure at the same amount as last year, ie £3651.00; Cllr Stanbury proposed; Cllr Moore seconded; all agreed.

d) **Data Protection training for Clerk** – It was agreed to send the clerk on a DALC Data Protection course, cost £40.

#### **17/107 Planning**

- a) Applications received after preparation of the agenda: **Ref 63990:** Continued siting of static caravan for use as agricultural office at Marley Moor Farm. It was agreed to devolve the decision on how to respond to the Chairman and Cllr Moore who would make a site visit and instruct the clerk by the deadline of 30 January.
- b) Applications notified since last meeting: **Ref. 64272** – Variation of Condition 2 (Approved Plans) attached to planning permission 63067 (change of use of land from agriculture to mixed agriculture & equine use & erection of stable block together formation of manege) to enable the re-positioning of the stable block at Luckett Mill, Knowstone. Cllr Browse & Cllr Moore had looked at the plans and previously visited the property and felt that as there was only going to be a slight movement of the proposed structure no action or response was required.
- c) Note change of use approval granted to Roachill Farm and note receipt of email from R Vos.
- d) Note application approved at Whitmore Farm, Knowstone.

**17/108 Electoral Review of North Devon** The Chairman asked D/Cllr Ley to speak on this item. He explained that in the draft proposals it was suggested that a large 2 member rural ward would be created. He felt that this set up does not always satisfactory, particularly if the two councillors do not work together. Keeping the ward structure as it currently is works well and gives people local representation. It was proposed by Cllr Moore that Knowstone Parish Council writes to the Boundary Commission stating its support for a single councillor ward to be maintained; all agreed. The Clerk was asked to copy in Ken Miles at North Devon Council.

#### **17/109 Third Party Reports**

a) District Councillor Ley gave a brief summary of the Batsworthy noise situation – he said that there was disagreement between RWE and the council but there was very little disagreement between the Batsworthy Noise Working Group and North Devon Council.

Fly tipping has been rife in recent months and he said that it was worth reporting any incident that occurred within the Parish.

b) County Councillor Yabsley said he had no further information re. East Hill Farm and did not expect anything more until the bat survey had taken place in March –June. He will keep in touch with the solicitor dealing with the sale.

Budget preparation was taking place. The next Highways parish tour would take place in February. He encouraged people to keep reporting potholes; there has been less money allocated for pothole repair as fewer have been reported. Next season's patching plan is being put together.

a) **Highways** - Cllr Filmer-Bennett reported that the presentations from the Conference he had attended had been circulated to all councillors. He would like the Council to consider signing up to do its own repairs and asked for this to be put on the agenda for next month's meeting. He has reported several potholes and damaged grit bins using the council's website. All problems should be reported on the website and residents were encouraged to do this. If subsequently no action taken then problems can be chased up. Ken Dykes was thanked for clearing a drain and gully to stop water causing a potential hazard. It was hoped that the broken grit bin which had been reported four times will have been replaced by the next Council meeting.

Cllr Filmer-Bennett gave an update on the large number of haulage lorries that had been travelling through Roachill delivering spoil to an East Anstey farm; on average two lorries per hour in the weeks leading up to Christmas. The number of lorries has subsequently reduced. Cllr Filmer-Bennett had spoken to the hauliers who had been as helpful as possible. It highlighted the importance of being aware of planning consents in adjoining parishes that might affect this parish. Where residents feel that vehicles are being driven without due care and attention or dangerously they should report it to the police as they can only act on actual specific events.

At the Highways visit traffic calming issues in and around Roachill had been discussed. Without street lighting speed bumps were an issue and the existing chicane would not be allowed now. Information on alternative measures being used in other counties was going to be sent through from the officer attending the meeting but not yet received. Speeding and monitoring of traffic would be discussed in more detail at the next meeting with Highways in February.

Advice had been sought from a local haulier re. the size of artic physically able to navigate through to East Knowstone.

Re. Mr Morgans' comments, Cllr Stanbury queried whether there was evidence that it was farmers causing damage to the verges; he said that other vehicles also drove onto the verges and caused damage.

b) **Police** – Cllr Moore reported that the recently appointed Community PC Warwick has left and as a result monthly reports have not been sent out since November. Cllr Moore had extracted some information from the Police website. The recent accident on the A361 near Harpson/Kidland is being investigated and the police are appealing for witnesses; no further information is currently available. There had been a spate of dog thefts and the police are still looking for a number of missing dogs. A general reminder was issued for people to look after their dogs, particularly those externally kennelled.

c) **Footpaths** - Cllr Browse reported that a good job had been done stoning the wet area on footpath #8 & that Ros Davies from DCC had been to inspect it and approved work completed.

d) **PCC** - Cllr Howe reported that the new correspondent for 'In Touch' is Michelle Browse. The Christmas Fayre and the recent Dance had both been very successful. Due to a shortage of vicars the communion service on the first Sunday of February will be a 'DIY' service (without communion) organised by him as Churchwarden.

e) **Parish Hall** – Cllr Filmer-Bennett gave a brief report on the previous week's meeting when the Summer Fair was discussed. An updated diary is on the Knowstone website. A bid has gone into the Community Fund for the disabled toilet which will involve some structural alterations to the hall. The committee will be looking at renovating the kitchen in the future.

f) **Emergency Plan** - Cllr Browse reported that following the discussion at the last meeting about the possibility of the Parish owning their own gritting system, he had spoken to Fred Phillips, a local farmer who owns a gritter and would be willing to undertake gritting in Knowstone Parish under the following conditions: charge £30-£35 per hour, will only use Knowstone salt, one load will cover roughly 3 miles, he will decide when and where to grit. As the subject of the Council undertaking its own repairs and possibly doing its own gritting would be discussed fully at the next meeting, it was agreed that should there be a need for gritting in the meantime, Cllr Browse, on behalf of the Council, will contact Mr Phillips. The Chairman said he would check the salt supplies when he collects some for the Parish Hall later in the week.

With regard to insurance coverage for activities under the Emergency Plan (eg if a EP volunteer is hurt or damages a vehicle or property in the course of providing assistance), Cllr Browse reported that he had experienced difficulty

receiving a definitive answer from the various sources he has contacted. It was agreed that the Council would write to its current insurers for clarification; Cllr Browse will liaise with the Clerk.

*The Chairman left the room and handed the meeting over to the Vice Chairman to chair.*

g) **Standing Orders Working Group** – Cllr Moore reported that there was some final tidying up to do before the proposed amended Standing Orders were circulated to councillors, hopefully before the next Council meeting.

h) **Parish Pound** – due to the weather nothing could be progressed at present; item to be rolled forward to the March meeting.

i) **Moors Management** – Cllr Stanbury reported that the Secretary had written to the Clerk asking whether the Council could locate a letter from the Department of Transport which stated that the maintenance of the fencing would remain their responsibility in perpetuity. Rotting fence posts have been reported to DCC by the Moors Management and DCC require proof it is their responsibility rather than the landowners. It was agreed that David Morgans would assist the Clerk to look for the letter amongst the records stored in the meeting room cupboard.

j) **Exe Valley Bus** – in the absence of the Chairman this item will be rolled forward to next month's meeting.

*The Chairman returned to the meeting and resumed the chair.*

**17/111 Beaples Standing Stone** – Cllr Browse had obtained 4 quotes to scrap off 100mm of soil and brambles, lay teram membrane and cover with chippings as follows:

J Poole Plant Hire & Groundworks	£1000.00 (plus VAT)
Tom Plume Agri Engineering & Forestry Svcs	£3160.00 (plus VAT)
MBG Forestry & Fencing (Matt Gardner)	£1250.00 (plus VAT)
Stinchcombe Plant Ltd	£5400.00 (plus VAT)

The Woodland Trust will supply trees, stakes, vermin protection and know-how free of charge if application is successful. Local schoolchildren could be asked to help. It was RESOLVED to engage J Poole to undertake the refurbishment of the Beaples Stone area; Cllr Filmer-Bennett proposed; Cllr Moore seconded; all agreed

**17/112 Casual Vacancy for a Parish Councillor.**

It was agreed that a notice giving more information about the role, based on an example from Halberton PC that Cllr Filmer-Bennett had previously passed to the Clerk, would be put on noticeboards and the website.

**17/113 CCTV Cameras** – to consider the installation of CCTV cameras in Knowstone, East Knowstone and Roachill. This item was on the agenda at the request of Mrs R Newton. The Chairman said that perhaps Neighbourhood Watch Schemes could be instigated in parts of the Parish that did not already have a scheme. It was agreed that Cllr Moore would speak to the Police about Neighbourhood Watch schemes and signage as well as investigating CCTV systems and would come to the next meeting with the relevant information.

**17/114 Welcome Pack for new residents** – to consider the production & distribution of a Welcome pack for new residents from Knowstone Parish Council. This would cover information about the Council, Hall and Church. Cllr Moore will put together some ideas to discuss at next month's meeting.

**17/115 Diary/Forthcoming Community Events:**

Wednesday, 7th February	10.30 a.m. – 12.00 p.m.	Coffee morning
Thursday, 8th February	7.30 p.m.	Film Night – Sully
The Art Group will continue to meet on a DIY basis on Fridays at 10.00 a.m.		
Saturday, 16th June	Village Day	

**17/116 Members - Matters of Immediate Concern** for inclusion at the next meeting – none other than those items already identified during the meeting.

**17/117 Date & Time of next meeting:** Tuesday 27th February 2018 commencing at 7.30 p.m.

The meeting closed at 9.40 p.m.

**Minutes prepared by Wendy Sweet (Parish Clerk)**

*Approved*