

# KNOWSTONE PARISH COUNCIL

## Minutes of a regular meeting held on Tuesday 27th February 2018

**Present:** Cllr T Browse, Cllr J Filmer-Bennett, Cllr E Costerton, Cllr R Howe (Chairman), Cllr T Moore (Vice Chairman), W Sweet (Clerk)

**In attendance:** *Members of the public x 3, D/Cllr E Ley (part), C/Cllr J Yabsley (part)*

**17/118 Apologies for absence** – Cllr Stanbury

**17/119 Declarations of Interest** (re. matters appearing on this agenda) – None

Cllr Moore, having recently gone through the draft Financial regulations, felt that a few things needed tightening up. He pointed out that in the event of a councillor being reimbursed for a purchase made on behalf of the Council, that Councillor has to declare that interest and not vote when the payment is agreed. The Councillor receiving the reimbursement cannot be a signatory of the cheque that reimburses him.

**17/120 Approve Minutes** It was RESOLVED to accept the minutes of the meeting held on held on 23rd January 2018, Cllr Browse proposed, Cllr Filmer-Bennett seconded, all agreed.

**17/121 Matters Arising** from the minutes (not on the agenda) - None

**17/122 Correspondence (not covered elsewhere on Agenda):**

- Note letter dated 26.01.18 to Local Government Boundary Commission for England
- Note letter dated 8.02.18 to Cllr Cann, copy to Customer Services re. problems with recycling collections in East Knowstone; note Cllr Cann's response. A further problem with the non-collection of recycling in East Knowstone had subsequently been reported to Cllr Cann by the clerk.
- Note letter received from Tiffany Nicholson re. Traffic Management for Community Events/Chapter 8 training
- Note email dated 15.02.18 received from Selectra re. Smart Meters Rollout – information has been posted on the website.
- Note email dated 15.02.18 received from Alison Marshall, Internal Auditor. The Council's internal audit will take place on 25.04.18.

Correspondence received after the preparation of the agenda:

- Note receipt of email dated 27.02.18 from MDC re. Sustainability Appraisal Update 2017 consultation.

**17/123 Public Questions** (*limited to 20 minutes*) *Standing orders suspended for the duration of public questions & automatically reinstated at the end of public questions when Council meeting resumes*

Mr Morgans – ref agenda item 2 – asked whether the Council is able to hold a petty cash float from which certain expenses can be paid. The Chairman replied that it had previously recommended that the Council did not hold petty cash and this policy is included in the draft Financial Regulations.

Mr Morgans – ref agenda item 10 – Moors Management – he noted that there had been an efficient burn on Exmoor but had Moors Management missed an opportunity to do this on the moor. Cllr Costerton said that it might be undertaken at the last minute (last opportunity to do it was 28 February); if wind in right direction etc. Mr Morgans also asked whether the triangular piece of land between A361 and Little Oak is still cut annually so grass land would return. Cllr Costerton did not know the answer to this.

Mrs Moore – ref Smart meters – pointed out that if you had economy 7 you cannot have a smart meter. Cllr Filmer-Bennett commented that the government is reconsidering the whole smart meter roll out.

**17/124 Finance**

- a) **Finance Report** – It was RESOLVED to agree the accounts and bank reconciliation to 28.01.18 (previously circulated); proposed Cllr Moore, seconded Cllr Filmer-Bennett, all agreed. Expenditure against budget to date (previously circulated) was reviewed. There is overspend under

*Approved*

some headings but reasons for these were known.

- b) **Accounts to settle:**
- |  |         |
|--|---------|
| Clerk's salary (£171.70) & expenses (£13.00)       | £184.70 |
| Website Development Ltd (website hosting services) | £222.00 |

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

- c) Consider request from **Exe Valley Market & Community Bus** for reimbursement of shortfall of £477.18 as per their letter dated 19.02.18, previously circulated.

The Chairman explained that the Community Bus had been a Knowstone Parish Council initiative started by Cllr J Smith and since then it had been agreed to budget an amount each year in case the fares taken did not cover costs/expenses. All routes are in the red. Fares are going to be increased on recommendation by Devon County Council so figures should be better in the future. The Council is being asked to pay the shortfall with reference to the Barnstaple and South Molton routes. Item to be held over to the next meeting after Cllr Moore pointed out that under Standing Orders the clerk should have had a written resolution 5 days in advance of posting the agenda in order for councillors to be able to vote on this. Written motion to be submitted by the Chairman prior to the next meeting.

- d) **Financial Regulations** – This item should also have had a written resolution submitted to the clerk. Cllr Moore flagged up couple of items – order for works and investment strategy. The Council has a large sum of money not earning very much interest. The Chairman said that perhaps the Council should consider investing some of this money in CCLA funds. Two or three councillors need to get together to update the existing investment strategy. Cllr Moore and Cllr Filmer-Bennett will put together a written motion for next meeting.

### 17/125 Planning

- a) Applications received after preparation of the agenda - None
- b) Applications notified since last meeting – None
- c) Discuss and agree Council's response to Retrospective Planning application at Oaklands Poultry Farm (Pt Hillands), East Anstey, Ref. 64059. The Chairman & Cllr Moore had made an external site visit the previous day. There were concerns about the possible transporting of chicken manure through Roachill to Ash Mill by tractor/trailers and trucks, day and night. In addition there were concerns that the chicken farm would have a major impact on the 9 affordable & 4 open market houses due to be built at Blackerton which would be 60/65m from where chicken houses will be. The expiry date for responses has been extended until 28<sup>th</sup> February to give Knowstone Parish Council the chance to comment. Cllr Ley said that if this application is approved it could put the affordable housing development at risk.

Cllr Moore proposed that the Parish Council objects to the application on the grounds of environmental impact on parish residents in Roachill and potential negative impact on the affordable housing scheme, Cllr Filmer-Bennett seconded, all agreed.

### 17/126 Third Party Reports:

- a) **District Councillor Ley** reported that the parish grant from NDC is not going to be stopped after all.
- b) **County Councillor Yabsley** relayed some more positive news re. East Hill. The buyer has committed to some more work. Still waiting for bat survey to take place.

The recent Highways meeting was on the west side of the county so it did not get to Knowstone. There will be £6.5m additional funding for Highways. In the process of allocating funds - some will be ring fenced for highways drainage.

### 17/127 Members Reports

- a) **Highways**
- i) Knowstone Parish Council's participation in the Road Warden Scheme – Cllr Filmer-Bennett had previously circulated details to all councillors. The scheme allows the parish to organise minor works on or away from carriageways; in particular carry out tasks that Devon County Council do not have the

legal responsibility to do, eg repair small potholes, weed clearance, cleaning signs etc. Training, third party insurance and access to tools would be provided. There are also funds that can be applied for so the Council does not have to use its own budget. Process requires the Council having to nominate a Road Warden which it has already done in the appointment of Tiffany Nicholson. The work is usually undertaken by volunteers, who have to be nominated by the Council, but the Council can employ someone if they wish. It was RESOLVED that Cllr Filmer-Bennett will get more details for the next meeting as well as finding out if any adjacent parish is using the scheme in order to get any tips/feedback from them; proposed Cllr Filmer-Bennett, seconded Cllr Browse, all agreed.

ii) Update re. Roachill traffic – Cllr Filmer-Bennett reported that the lorries going through Roachill had declined in numbers. He is still waiting for Devon County Council colleague to come back with alternative suggestions on how to slow down traffic. He has received a lot of information from residents. An area cannot have a 20mph limit unless you have street lighting although it may be possible to have an advisory 20mph limit.

iii) Discuss the possibility of erecting 'not suitable for satnav routes' in the Parish – this had been raised at the last Council meeting and Cllr Filmer-Bennett reported that this type of sign cannot be put up legally by the council and that the County would not put up this type of sign either.

iv) Other Highways matters – Cllr Filmer-Bennett reported that problems notified via the County's website have been done. Potholes in front of the cattle grid going into Knowstone have been filled in. The Chairman said that the repair of the cattle grid at Harpson/West Kidland was still outstanding. Cllr Filmer-Bennett will report it online. An email about consultancy on sensitive routes had been circulated. Cllr Filmer-Bennett will draft a response which he will circulate prior to it being considered at the next meeting.

- b) **Police** – Cllr Moore reported that PC Beverly Bray is due to resume as the Knowstone's contact; in the meantime PC James is covering. He handed the Clerk South Molton police team posters to go on noticeboards. Incidents of note had been a number of serious collisions on the region's main roads and the main five reasons for serious injuries or fatal road accidents were outlined.
- c) **Footpaths & Beaples Stone** - Cllr Browse reported that the P3 budget had been submitted. He did not have a start date yet for Beaples Stone – it was likely to happen early next month.
- d) **PCC** - Cllr Howe reported that the AGM had taken place last Tuesday. Two new members who had previously been co-opted were duly elected onto the PCC. Michelle Browse has taken over responsibility for 'In Touch'. Dates throughout the year had been fixed and would appear in 'In Touch' in due course.
- e) **Parish Hall** – Cllr Filmer-Bennett reported that at the last meeting Steve Vincent was welcomed as a co-opted member. Steve had already done a lot of work on the organisation of the Spring Market which will take place on 31st March in the hall. Village Fair on 16th June is in the course of being organised. Details of competitions etc will be posted on the website in due course.
- f) **Emergency Plan** - Cllr Browse reported that he had received one more completed form. He was still having trouble getting to the bottom of insurance cover. He intended to attend a course run under the Snow warden scheme which will cover that side of things.
- g) **Standing Orders Working Group** – Cllr Moore reported that a composite set of Standing Orders has been produced. The original members of the Standing Orders Working Group will reconvene to cross reference these with the proposed draft Financial Regulations and also to take into account the updated DALC model S/Os.
- h) **Moors Management** – Cllr Costerton reported that the issue of responsibility for the fencing between link road and the moor is still ongoing. The fencing will need to be replaced at some point but uncertain how weak it is at the moment. If cattle got out onto the link road it could be Council's liability because it is Council land. It was felt that it may be cheaper for the Council to repair fence than fight a claim. KPC needs to find paperwork to show that the County Council is liable for the fences. It was pointed out by Mr

Morgans that if KPC owned the fences it would have taken out the appropriate insurance. Cllr Yabsley will make enquiries with the County Council on KPC's behalf.

- i) **Exe Valley Bus** – Cllr Howe – already covered under 17/124 (c).
- j) **Batsworthy Noise Working Group** – Cllr Browse gave a report on the recent meeting with NDC he had recently attended by invitation. There are serious problems in the Batsworthy area. The District Council is still trying to agree baseline noise level datums. Cllr Browse felt that things do not seem to have moved on since he attended a similar meeting 18 months ago. RWE have reduced testing points from 6 to 3 and NDC have agreed that it is sufficient, although this may now be increased to 4. The problem mainly affects one individual who has a supportive group. Various things affect the noise monitoring - cattle, wind, traffic on A361. BNWG have offered an independent monitoring service FOC but this has not been accepted. It is felt that NDC's consultant, Bob Davies, is using methodology that is seriously flawed. Some concessions have recently been achieved from the developer. Cllr Browse was thanked for attending the meeting. Cllr Yabsley said that the Council will ask for a 4th noise monitoring site. Then the question will be does it comply or not. Once the Council has that information they will come back to the community.

#### **17/128 Signage for articulated vehicles through the parish**

Cllr Browse asked whether a sign saying 'unsuitable for articulated lorries' could be put up funded by the Parish Council. Cllr Filmer-Bennett said that as it was a designated County Council heavy goods route to East Knowstone the County Council would not agree to such a sign. JFB had asked a heavy goods company to look at the route, which found that there was no problem with a standard lorry but there would be a problem with a two trailer one in terms of going round the corner. Members of the public who live in East Knowstone pointed out that often lorries cannot get round and have to back up through East Knowstone. C/Cllr Yabsley said that in one or two places it had been possible to add words to existing signs and this may be a way forward. Cllr Filmer-Bennett will get together with C/Cllr Yabsley to discuss further.

**17/129 Casual Vacancy for a Parish Councillor** - No applicants had been received since the last meeting.

**17/130 CCTV Cameras** – Cllr Moore reported that there is nothing available for a small community such as Knowstone. There was a government scheme last year to help communities larger than this one. He said that the police would prefer individuals to have their own CCTV and pointed out that if it covered the road data protection issues kick in and it has to be registered. Prime responsibility for security is down to individual owners or tenants. Security does not fall within the Parish Council's remit.

**Neighbourhood Watch** – Cllr Moore will report back at next meeting.

**17/131 Welcome Pack for new residents** – Cllr Moore will email some ideas to all councillors in advance of the next meeting when it will be discussed.

#### **17/132 Diary/Forthcoming Community Events:**

Coffee morning – 7th March – 10.30 a.m. – 12.00 p.m.

Film – March 22nd Paddington II – 7.30 p.m.

**17/133 Members - Matters of Immediate Concern** for inclusion at the next meeting

Cllr Browse asked that the problem of litter in stone depot layby could be discussed at the next meeting.

#### **17/134 Date & Time of next meeting:**

Tuesday 27th March 2018 commencing at 7.30 p.m.

Meeting closed at 9.27 p.m.

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

*Approved*