

## KNOWSTONE PARISH COUNCIL

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

Before formally opening the meeting a minute's silence was observed to remember Alistair Reed a long standing parishioner who had passed away on Sunday evening.

The meeting opened at 7.32 p.m.

**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 2

**17/135 Apologies for absence** – D/Cllr E Ley

**17/136 Declarations of Interest** (re. matters appearing on this agenda) - None

**17/137 Approve Minutes** It was RESOLVED to accept the minutes of the meeting held on 27th February 2018, Cllr Browse proposed, Cllr Filmer-Bennett seconded, all agreed.

**17/138 Matters Arising** from the minutes (not on the agenda) - None

**17/139 Correspondence (not covered elsewhere on Agenda):**

- Note email dated 28.02.18 sent to NDC Planning re. Retrospective Planning application at Oaklands Poultry Farm, East Anstey; application will go to full NDC planning committee.
- Note email dated 5.03.18 from NDC Environmental Health & Housing re. Impact of Severe Weather on your parish; note response dated 6.03.18 sent by Clerk;
- Note email dated 6.03.18 from NDC Enforcement re. Enforcement Update and Consultation.
- Note letter dated 7.03.18 from NDC Exchequer advising that Parish Grant for 2018/19 will be at the same level as 2017/18, ie £398.00.
- Note receipt of Spring newsletter, 'Devon Life' from CPRE
- Note any correspondence received after the preparation of the agenda - none

**17/140 Public Questions** (*limited to 20 minutes*) - None

**17/141 Finance**

a. **Finance Report** – It was RESOLVED to agree accounts and bank reconciliation to 28.02.18 (previously circulated); Cllr Moore proposed, Cllr Filmer-Bennett seconded, all agreed. Cllr Moore signed a copy of the accounts.

b. **Accounts to settle:**

Clerk's salary (£151.50) & expenses (£30.80)	£182.30
Wendy Vigus – website updating	£ 51.00

It was RESOLVED to settle the above accounts; Cllr Howe proposed, Cllr Costerton seconded, all agreed

c. Updated Asset Register, previously circulated, was reviewed. It was RESOLVED to accept the Asset Register; Cllr Costerton proposed, Cllr Browse seconded; all agreed.

d. A written motion received from Cllr Howe: proposing that, as the Exe Valley Bus Routes to South Molton and Barnstaple were an initiative of the Parish Council some years ago and in view of the fact that we have budgeted to assist the Bus Committee when necessary, we reimburse the Exe Valley Bus Committee for the shortfall in revenue for both those routes in 2017 - amounting to £477.03. Proposal seconded by Cllr Moore; all agreed. It was noted by the Chairman that hopefully in future costs will be covered by a planned increase in fares.

e. Due to the recent use of the defibrillator Cllr Moore had needed to immediately order new pads. The cost will be £96.48 and will be put on next month's agenda to be approved for payment.

**17/142 Planning**

a. Applications received after preparation of the agenda - None

*Draft for approval at next scheduled meeting*

- b. Applications notified since last meeting:
- (i) **Ref. 64608** - Prior Notification For Erection Of One Agricultural Building (storage) at Cross Hill Lane Farm, Knowstone EX36 4RT. The Chairman felt this could be left to the Planning Department as it is pertaining to an agricultural building and proposed that a no comment response is submitted, Cllr Moore seconded; all agreed.
  - (ii) **Ref. 64542** – Extension to Dwelling at Highfield, Knowstone. The Chairman reported that plans have been shared with neighbours who support it. The Chairman proposed that the Council supports the application, Cllr Filmer-Bennett seconded; all agreed.

**17/143 Third Party Reports** (if present): Neither C/Cllr Yabsley nor D/Cllr Ley were present.

**17/144 NDC Community Governance Review** Discuss and agree Knowstone Parish Council's response to email dated 7.03.18 from Ken Miles, Head of Corporate & Community Services re. any issues with parish boundaries. It was agreed that the Council would respond to say no changes to our parish boundaries were felt to be needed.

**17/145 General Data Protection Regulation** Discuss and agree action plan to comply with new legislation. Brief notes had been circulated by the Clerk following her attendance at a seminar organised by DALC. It was RESOLVED that a Working group consisting of the Chairman, Cllr Filmer-Bennett and the Clerk will meet to draw up privacy agreement etc; Cllr Moore proposed, Cllr Browse seconded, all agreed.

#### **17/146 Members Reports**

##### **a. Highways**

(i) Discuss Council's response to Traffic Sensitive Street Review – Deadline for response is 31st March. The only road in the parish being reviewed is the A361 running along its edge. The road is in constant use and very important to the area. The council cannot comment as no written motion on the agenda but individuals and individual councillors can. The main problem is the surface breaking up near Harpson entrance and people overtaking on the red hatch lines. Cllr Filmer-Bennett will draft a response on Cllr Howe's behalf.

(ii) Discuss Council's possible participation in the Road Warden Scheme – Cllr Filmer-Bennett had circulated information about the scheme and a copy of the contract that the council would have to enter into if it decided to participate in the scheme prior to the meeting. Cllr Moore expressed concern that it relied on volunteers who would have to do quite a lot of work and undergo training etc. and may be difficult to find. If volunteers were not forthcoming the council could employ someone to do the work and grants are available to pay for it. Any work undertaken under the scheme has to be agreed by the Parish Council and Devon CC. Cllr Filmer-Bennett had spoken to neighbouring parishes but none of them have taken up the scheme. South Molton Town Council does participate and are happy with it but they are not a comparable size to Knowstone. It was suggested and agreed that the Council would sound out other parishes to see if there was any interest in doing it jointly. Cllr Moore will speak to Bishops Nympton Parish Council & Cllr Filmer-Bennett will speak to Rose Ash and Rackenford.

(iii) The overgrowth on passing place on Tracy's Hill has been cleared after being reported via the County's website. The pothole on the crossroads at Roachill has been done again. The Clerk has phoned Highways to chase up the problem with filled in passing place.

- b. **Police** – Cllr Moore reported that regarding crimes in our area there had been nothing of significance. A reminder had been issued again about road traffic accidents. A purge on people parking on zig zag lines in South Molton is taking place. Reminder to keep garden equipment safe. Devon Alert and Farm/Horse Watch schemes have been launched. Police blog to go on noticeboards and website.
- c. **Footpaths & Beaples Stone** - Cllr Browse had no problems to report re. footpaths. He is trying to get hold of signs re. keeping dogs on leads due to lambs. Regarding Beaples Stones – application for trees from the Woodland Trust has been accepted and they will arrive in November. No start date yet for clearing the ground at Beaples Stone.
- d. **PCC** - Cllr Howe reported that the Walk of Witness will take place on Good Friday, meet in hall car park at 11.15, short service at 11.30 before setting off. The crosses will go up on the moor on

Maundy Thursday. On Easter Day - usual communion service at 8.30 a.m.

- e. **Parish Hall** – Cllr Filmer-Bennett – Spring Market will take place this Saturday with 25 stalls. A lot of work has gone into its organisation and publicity by Steve Vincent.
- f. **Emergency Plan** - Cllr Browse had been looking into the issue of insurance and reported that Devon CC will not insure volunteers; only Snow Wardens are covered but only if they are trained. Knowstone's Snow Warden, John Stanbury, is willing to go on a training course. More snow wardens/volunteers are needed - anyone interested should contact the Clerk. Cllr Browse will let EP volunteers know they should make their own arrangements re. insurance. Problem of insurance is overcome if Fred Philips takes on the work. Some snow clearing/gritting was done by Fred Philips recently. There is still a problem with grit bins not being replaced.
- g. **Parish Pound** – The Chairman will get a few volunteers together to clear the rubbish etc. during April – date to be advised.
- h. **Standing Orders Working Group** – Cllr Moore reported that the group will meet on 10th April.
- i. **Moors Management** – Cllr Costerton reported that no response yet had been received to Wendy Vigus' letter to DCC re. responsibility for maintaining fences along A361.
- j. **Exe Valley Bus** – Cllr Howe nothing more to report except to say "use it or lose it".

**17/147 Problem of litter in stone depot layby** Cllr Filmer-Bennett had spoken to Highways about the issue and the area will be added to Devon CC's planned litter pick on the link road. Cllr Browse felt that the area should be fenced off with gateway. It was RESOLVED to write to Highways Department/C/Cllr Yabsley asking for this to be done; Cllr Browse proposed, all agreed.

**17/148 Casual Vacancy for a Parish Councillor** – no applications received to date.

**17/149 Neighbourhood Watch** – Cllr Moore had looked into how a scheme can be set up. It would not be council driven but it does dovetail into what the Police are saying regarding communities looking after themselves. Cllr Moore suggested that it could be discussed at the Annual Parish meeting in May to which a senior police officer could be invited to speak. The Annual Parish meeting will be discussed in more detail at next month's council meeting.

**17/150 Welcome Pack for new residents** – Cllr Moore had circulated note of possible ideas prior to the meeting which were website based as most useful information is already on the website. Cllr Browse felt that some paper information could be delivered by hand, eg footpath maps, copy of In Touch, Emergency Plan information etc and said that he and Michelle would be happy to take it on. He will draft a letter from the Chairman with a list of amenities etc which directs new residents to the Knowstone website and noticeboards. If someone new moves in let Cllr Browse know. The Clerk will speak to Wendy Vigus about setting up a new 'welcome to the parish' tab on the website.

**17/151 Diary/Forthcoming Community Events:**

To consider upcoming community and/or national events:

Wednesday April 4th Coffee morning

Saturday June 16th Knowstone Village Fair & Show - to be opened by Peter Heaton-Jones, MP

**17/152 Members - Matters of Immediate Concern** for inclusion at the next meeting.  
Arrangements for Annual meeting of the parish

**17/153 Date & Time of next meeting:** Tuesday 24th April 2018 commencing at 7.30 p.m.

The meeting closed at 9.06 p.m.

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