

KNOWSTONE PARISH COUNCIL

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Minutes of a meeting of the Council on 25th July 2023 held in Knowstone Parish Hall

Present: Cllr J Clarke, Cllr C Dey, Cllr D Maidment, Cllr J Pomfret (Chair), Cllr A Parry (Vice Chair)

In attendance: C Hole (Clerk)

Resigned: Cllr N Vukic

The Chairman expresses the Council's regret that Cllr Vukic is relocating and thus is no longer eligible to continue her role within Knowstone Parish Council. The council appreciates all Cllr Vukic's work and contribution to the parish in her role as councillor and as police liaison. The council wishes Councillor Vukic all the best for the future.

23/24 Declaration of Acceptance of Office as Vice Chairman was signed by Councillor Parry.

Copy of declaration received by C Hole (clerk) signed by Cllr Parry (Vice Chairman).

23/25 Apologies for Absence - Cllr Stanbury

23/26 Declarations of Interest (re. matters on the agenda) - None

23/27 Approve Minutes - It was RESOLVED to accept the minutes of the meeting held on 23rd May 2023 Cllr Pomfret proposed, Cllr Dey seconded, all agreed.

Copy of minutes received by C Hole (Clerk) signed by Councillor Pomfret (Chairman).

23/28 Correspondence (not covered elsewhere on the agenda).

Receipt of the following was NOTED:

Dated	Type	Origin	Description
22/05/2023	email	DALC	Bulletin #21 2023
31/05/2023	email	DALC	Bulletin #22 2023
Spring	post	CPRE	Devon voice newsletter
31/05/2023	email	Griffiths	North Devon Link Road Traffic Bulletin
06/06/23	email	Moors Management	Two Moors Way Knowstone. Regional route works
14/06/2023	email	Parish Online	Newsletter #40
22/06/2023	Email	20's Plenty	Webinar Reminder
07/06/2023	email	DALC	Bulletin #24 2023
14/06/2023	email	DALC	Bulletin #25 2023
21/06/2023	email	DALC	Bulletin #26 2023
28/06/2023	email	DALC	Bulletin #27 2023
05/07/2023	email	DALC	Bulletin #28 2023
10/07/2023	email	DALC	Bulletin #29 2023
10/07/2023	email	OPCC	Councillor Advocate Seminar – Road Safety

Chair's Initials.....

Draft to be approved at the next scheduled meeting

The Following correspondence received after the preparation of the agenda was NOTED:

Dated	Date Circulated	Type	Origin	Description
11/07/2023	11/07/2023	email	Griffiths - North Devon Link Road works	NDLR Project Traffic Bulletin
12/07/2023	11/07/2023	email	National Association of Local Councils	NALC Newsletter
15/07/2023	15/07/2023	email	North Devon District Council- PLANNING	NDDC Newly Determined Applications 14 July 2023
15/07/2023	15/07/2023	email	North Devon District Council- PLANNING	NDDC Newly Registered Applications 14 July 2023
16/07/2023	15/07/2023	email	North Devon District Council- PLANNING	NDDC Request for Consultation 77272
20/07/2023	25/07/2023	email	Devon Community Foundation	DCF Newsletter
21/07/2023	25/07/2023	email	North Devon District Council	NDDC Weekly Information Sheet
21/07/2023	25/07/2023	email	Devon County Council	DCC Connect Me - Weekly news Update

23/29 **Public Questions** - None.

23/30 **Finance** - It was RESOLVED to settle the following accounts. Cllr Pomfret proposed, Cllr Parry seconded, all agreed.

Name	Description	Amount	Total (bank payment)
W Sweet	Clerk's Pay	£218.98	
	WFH allowance	£36.00	
	Expenses	£26.52	£281.50
	Reimbursement for Defib pads	£99.45	£99.45
C Whatcott	Reimbursement for Planter purchase	£17.70	£17.70
N Tapia	Reimbursement for Planter purchase	£26.45	£26.45
M Smith	Reimbursement for EV charging sign and paint for bay marks	£68.46	£68.46
W Vigus	Website Updating Reimbursement for plant purchases	£210.50	£210.50

23/31 **Internal audit report** – The internal audit report, previously circulated, was REVIEWED. The recommendations/comments made by the auditor were discussed. Cllr Parry proposed that the Council accept all the recommendations of the report. Cllr Maidment seconded, all agreed.

The Council and the clerk will work together to enact the recommendations of the report. Cllr Parry requested the Clerk investigate and action each recommendation and report back to the Council by the next parish council meeting.

23/32 **Planning**

(a) Applications notified since last meeting:

(i) **Ref: 77079** – Listed building consent for a conversion of redundant outbuilding into residential unit at West Bowden Knowstone EX36 4RP. Councillor Clarke notes this application relates to an application (ref: 77073) previously discussed and commented on by the council. There is still insufficient information. The council is still not aware as to the type of residential use proposed for the building. Concerns were raised regarding access statements omitted from the application. It was AGREED that, based on lack of information on the use and benefits of the proposal, the council make NO COMMENT.

(ii) **Ref: 77264** Prior approval for conversion of agricultural building to dwellinghouse Class Q (a) (b) at Old Winged Barn at Great Wadham Barton Knowstone EX36 4RS

(iii) **Ref: 77272** Prior approval for conversion of agricultural building to dwellinghouse Class Q (a) (b) at Old Winged Barn at Great Wadham Barton Knowstone EX36 4RS

Councillor Clark notes that both applications are permitted development applications under class Q legislation. Councillor Clark, having visited the properties and read related reports is satisfied that the application meets the legislation's restrictions, limitations and conditions.

Previous concerns around the application's ability to meet the maximum floor space allowances have been addressed in 'Revision A'. It was AGREED to support the application, subject to the conversion being in accordance with the revised plans and not exceeding the given maximum of 465 m2.

The Clerk will respond with a letter of SUPPORT.

(b) Applications notified since the preparation of the agenda – None.

(c) Other planning matters.

23/33 **Third Party Reports**

- a) District Councillor - not present
- b) County councillor - not present

23/34 **Member's Reports**

(a) **Highways** – Councillor Dey reported that there continues to be concern in the parish, Roachill and others, about the traffic speed and the obvious associated dangers. Cllr Dey notes her own experience of busier morning periods where traffic has been notably heavier and moving faster.

Cllr Dey has researched road safety schemes. Few are suitable for a parish of Knowstone size, the parish does not have sufficient houses and resident numbers to meet scheme criteria. Nor is there significant data pertaining to accidents or serious accidents along the road in question and thus not suitable for such schemes.

Councillor Dey has registered the parish with the 20's Plenty scheme. There are various levels of 20's Plenty. On unclassified roads, such as those in the parish, it is an awareness scheme for road users.

Cllr Dey suggests further discussion and to organise a meeting with residents to welcome those who are interested to hear more about the scheme. Resulting feedback will inform the Council's actions to pursue it officially.

Cllr Dey suggests a low-key approach using the scheme's resources, such as its printed items and posters. Further resources can be deployed, roadside signage etc, which will incur costs. Community fundraising could support those efforts. Other parishes have reported that collaborations with the community, such as posters created by local children, have extra impact in sharing the road safety message. Attempts continue to contact Cllr Yabsley for advice on the implementation of the Scheme, including the legalities of roadside signage etc.

Cllr Parry suggests that there are few downsides to adopting the scheme. He supports the scheme as an important action that indicates that the parish council have heard a request from the parishioners and have responded.

Cllr Clarke suggests that a joint meeting between parishioners and council members would provide greater understanding of the intentions behind the scheme and demonstrate an active response to parishioners' requests.

Cllr Parry suggests the council can present a budget to introduce the scheme and examine fund raising activities.

Cllr Clarke suggests there are sufficient funds to implement the scheme. The scheme will not prove to be a large outlay.

The Council AGREES to await information regarding legalities but seek to move quickly thereafter to organise a community meeting.

Cllr Pomfret reported that the finger pointer signs at Holymoor Cross finally has its third pointer instated. The signs were previously damaged by wind but have now been repaired. Parishioners had expressed the mileage indications were inaccurate, but the new signage followed the original details.

(b) **Footpaths and Beaples Stone** - Cllr Parry – An issue has been reported regarding the pathway at Shapcott Barton, despite Councillor Parry reporting the issue as part of the annual survey. He expressed concerns that other parts of his report, such as repairs to gate post and fixings, have not been registered. Councillor Parry will investigate the original submission.

Councillor Pomfret has received an update from W Vigus. The gate post still requires repair. The pathways have been trimmed. Councillor Pomfret took initiative to add a self-closing latch to the kissing gate on footpath 3.

No recent checks have been made at Beaples Stone. Contact will be made with the contractor to confirm regular attendance and reiterate the quality specification.

(c) **Moors Management Association** - Councillor Maidment has photographs of the condition of the Two Moors Way. Despite receiving an email mid- July stating work would be carried out soon, no further updates have been received.

(d) **Welcome Pack** - Councillor Maidment reports that information in the welcome needs updating following Councillor Vucik's resignation, new residents in the parish and a new parish clerk. Cllr Maidment requested details of any new residents from the Clerk, and copies of maps and the emergency plan from Cllr Parry.

(e) **Emergency plan** – Councillor Parry has experienced difficulties in contacting the electrical contractor responsible for installing fittings for the generator. Councillor Pomfret has made contact, a date is yet to be arranged. It has been confirmed that it will be possible to run the hall via the solar panels, without connecting to the grid. Cllr Parry notes that this is a further development, additional to the original agreed scheme and budget.

(i) **Purchase of a generator for the hall** - Cllr Parry notes specifications have changed with new information and suggests a re-evaluation of the original budget and scheme may be required. Councillor Parry will further research an appropriate generator, once the electrical fixings are in place.

(f) **Parish Hall** – Councillor Pomfret has received two quotes for the front wall. The specification has been stated and works will take place, however there will be a delay owing to the Batsworthy Fund currently being closed.

The electric car charging point is now functional. A user has reported that the directions via postcode are inaccurate. It is suggested that a directional sign to the EV point be instated at the village junction.

There is interruption to the plan to refurbish the hall kitchen. The intention to apply to the Batsworthy fund cannot be pursued as the fund is currently closed to applications. An application will be made under its 'community projects' criteria when the scheme reopens.

New parking signage for the hall has been ordered, to clarify that the parking at the hall is for users of the hall and church only. This will make the permitted use clear to new residents and to visitors.

Four stall holders have expressed interest in The Autumn Fair and produce show and leaflets advertising the event are being distributed.

New outdoor seating has been instated. The recent coffee morning raised £70.

(g) **Police Liaison** – No report owing to councillor resignation.

(h) **Snow Warden** – Councillor Stanbury

(i) Discuss possible purchase of grit bin for Crosside Hill as per correspondence with C/Cllr Yabsley and Highways officer.

Highways have stated that needs for additional grit bins are assessed by considering the site's proximity to existing bins and suggested an additional bin was not required. This did not consider the topography of the site, nor that it could not be accessed from the opposite hill in icy conditions. Cllr pomfret will reply to Highways to highlight issues.

23/35 **Business at Chairman's Discretion** – the Council agreed to fund training for the new parish clerk. Clerk to investigate options and report back via email.

23/36 **Date, time and venue of the next meeting** – The Council CONFIRMED the next meeting as **Tuesday 26th September 2023**.

The meeting closed at 8.48pm

Signed as a true record Date