

KNOWSTONE PARISH COUNCIL

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Minutes of the Annual Meeting of the Council on 25th May 2021 held in Knowstone Parish Hall

Present: Cllr D Barrett, Cllr J Clarke, Cllr D Maidment, Cllr A Parry, Cllr J Pomfret (Chairman)

In attendance: W Sweet (Clerk), D/Cllr E Ley (part), C/Cllr Yabsley (part)

The meeting was opened by former Chairman, Mr R Howe

21/15 Election of Chairman – Cllr Maidment proposed Cllr Pomfret as Chairman, Cllr Parry seconded, all agreed.

21/16 Election of Vice Chairman – Cllr Pomfret proposed Cllr Parry as Vice Chairman, Cllr Barrett seconded, all agreed.

On behalf of the Council and residents of Knowstone, Cllr Pomfret thanked Reg Howe for all his years of being on the council during which time he had undertaken a wide variety of roles. Last autumn it had been greatly appreciated when he had stepped into the breach to take over as Chairman for six months. He will be missed at meetings and everyone at the meeting wished him well.

21/17 Declaration of Acceptance of Offices as Chairman and Vice Chairman were duly signed by Cllr Pomfret and Cllr Parry.

21/18 Training – It was AGREED to book appropriate DALC training for the new Chairman and Vice Chairman.

21/19 Apologies for absence – Cllr Stanbury

21/20 Declarations of Interest (re. matters appearing on this agenda) - None

21/21 Approve Minutes It was RESOLVED to accept the minutes of the meeting held on 27th April 2021, Cllr Parry proposed, Cllr Clarke seconded, all agreed.

21/22 Appointment of members to serve on Parish Committees:
Parish Hall – Cllr Barrett already on the committee and happy to report back at Parish Council meetings.
Moors Management Association – Cllr Maidment happy to continue.
PCC – Cllr Barrett is on the PCC and happy to report back at Parish Council meetings.

21/23 Allocation of Roles amongst members:
Footpaths & Beaples Stone – Cllr Pomfret to continue
Planning Lead – Cllr Clarke to continue, Cllr Pomfret to continue as deputy.
Highways Lead – Cllr Barrett to continue.
Snow Warden – Cllr Stanbury to continue
Police liaison – leave vacant for the time being, all information relating to Police matters are circulated to all councillors and where relevant posted on the Parish website.
Emergency Plan – Cllr Parry to continue
Road Warden – Cllr Barrett will consider undertaking this role and will speak to the previous role holder about it to obtain more information. Clerk will email details of the Road Warden Scheme to all councillors.
Welcome Pack – Cllr Maidment to continue

21/24 Receipt of the following correspondence was NOTED:

- DALC Newsletter #20 2021 dated 28.04.21 – High Court judgement on virtual meeting provision;
- DALC Newsletter #21 2021 dated 6.05.21 – training events and website bookings;
- Email dated 7.05.21 from Mr K Dykes re. change in defibrillator monitoring;
- DALC Newsletter #22 2021 dated 7.05.21 – The end of remote meetings;
- DCC 'connectme' – special edition – Election update dated 11.05.21;
- Email dated 11.05.21 from Mick Harrison, OPCC – Alison Hernandez re-elected;
- DCC Highways Newsletter dated 14.05.21;
- Email dated 17.05.21 from DALC re. website access;

Draft to be approved at the next scheduled meeting

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

- DALC Newsletter #23 2021 dated 18.05.21 – Introducing Tozers LLP;
- DALC Newsletter #24 2021 dated 21.05.21 – New training opportunities
- CPRE Spring Newsletter (hardcopy available at the meeting).

21/25 Public Questions

The Clerk read out the following comments that had been submitted by an East Knowstone resident:

(a) The white lines at the bottom of Holy Moor Lane are disappearing. The Clerk will send through details of the location to Cllr Barrett who will take up the matter with C/Cllr Yabsley.

(b) There is a dangerous cluster of potholes in East Knowstone near the top of Shapcott Lane. The Clerk has reported them to Highways via the DCC website.

21/26 Finance:

a) It was RESOLVED to settle the following accounts, Cllr Pomfret proposed, Cllr Barrett seconded, all agreed:

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|---|-------------------|
| • Wendy Sweet – pay | £137.40 |
| • DALC – Good Councillor training | £36.00 (incl VAT) |
| • Zoom subscription renewal (via Clerk) | £71.94 (incl VAT) |

b) The receipt of £2,038.00 from NDDC being the 1st half year precept instalment was NOTED.

c) The Council's banking arrangements were REVIEWED. It was RESOLVED to add Cllr Parry as a cheque signatory on the account, Cllr Pomfret proposed, Cllr Clarke seconded, all agreed.

21/27 Litter Pickers

(i) It was RESOLVED to purchase 6 litter pickers @ £14.50 each (including VAT) from Keep Britain Tidy website and one pack of 10 hi-viz jackets @ £25.99 from Amazon, Cllr Pomfret proposed, Cllr Clarke seconded.

(ii) It was RESOLVED to hold litter picking days within the Parish on 4th, 5th, 6th, 11th, 12th, 19th, 20th, 25th, 26th and 27th June, Cllr Pomfret proposed, Cllr Parry seconded, all agreed. The Clerk will notify the insurance company of the planned dates. It is not intended to hold mass litter picks. Residents can borrow equipment from the Parish Council and pick litter on the days specified which means they are covered by the Council's insurance. The Clerk will undertake a risk assessment, a copy of which will be given to anyone participating.

21/28 Civic Pride

(i) Working Group meeting 12th May – notes from this meeting had been circulated and are attached to these minutes. Cllr Barrett pointed out that the Homepage option is showing a 70 day delivery period as well as no delivery to the EX area. Wayfair have some similar planters which would be available by 8 – 10th June. Permission has now been received from the Highways Department with a couple of stipulations regarding distance from the highway and the plants not obscuring the place name.

(ii) It was RESOLVED to delegate the purchasing of suitably sized wooden planters plus compost and plants to the Working Group up to a budget of £1550, Cllr Pomfret proposed, Cllr Barrett seconded, all agreed.

(iii) Agenda item relating to the purchasing and placing of plaques on planters – “Welcome to, plus Knowstone website address” was deferred to another meeting.

21/29 Planning

a) Applications received after preparation of the agenda - None

b) Applications notified since last meeting – None

c) Applications determined since last meeting - None

d) Other planning matters – Cllr Clarke reported that he had looked at how many applications had been submitted in the parish in the past calendar year. There had been 12 applications received, all of which the Parish Council had recommended approval and all of which the LPA did approve. One of the applications approved is subject to a 106 legal agreement. This is quite a low number of applications compared to other parishes.

21/30 Third Party Reports (if present):

a) District Councillor Eric Ley - everywhere is similar to Knowstone with nothing much happening at the moment but this is likely to change slowly in the coming months. NDC staff have been preoccupied with administering government grants which has been very time consuming. It has been quiet on the planning front. With regard to the enforcement process at Oakland Poultry Farm at Blackerton the applicant has gained a six month stay of execution beyond what was originally stipulated, so by April next year the site should be back as it was before the work was done. D/Cllr Ley informed the meeting that his £1000 fund is currently available for applications. He likes to put the money towards a project that will be long lasting. In response to a comment about Whitemoor Stables, East Anstey where soil disposal has been taking place, D/Cllr Ley reported that the owner has applied for permission for a permanent dwelling which he has requested goes to committee. A new Head of Planning will be taking up the post in a month's time.

b) County Councillor Jeremy Yabsley reported that the annual meeting of the County Council will take place on Thursday when the new council will be created. They are meeting in the Chiefs stadium as it is the only place big enough. He will visit the parish with Highways and meet with Cllr Barrett in due course. He has a grant pot of £10,000 available which is open to applications in June.

21/31 Review the Council's and staff subscriptions to other bodies:

- DALC (Devon Association of Local Councils)
- SLCC (Society of Local Council Clerks)
- CPRE (Council for the Protection of Rural England)
- Parish Online.

It was RESOLVED that the Council continues to be a member of these organisations, Cllr Parry proposed, Cllr Clarke seconded, all agreed.

21/32 Members Reports

a) **Highways** – Cllr Barrett thanked C/Cllr Yabsley for his help on various highways matter. He reported that Highways now has more people to oversee potholes and extra money for signage.

b) **Footpaths & Beaples Stone** – Cllr Pomfret reported that some footpaths are under water. With regard to the stile behind Rose Cottage, Cllr Pomfret had spoken to the landowner about it being his responsibility to repair. The landowner does not want a self-closing gate to be installed to replace the stile because when the field is used for parking the stile is dismantled so cars can have access. Field gates with a built-in gate are available so Cllr Pomfret will go back to landowner with that suggestion. The boardwalks and wire meshing that are coming loose on the Two Moors Way have been reported to DCC. Two Moors Way has its own people and it will deal with these issues.

c) **Moors Management** – Cllr Maidment asked C/Cllr Yabsley if there was an update re. repairs to the fencing along the link road. C/Cllr Yabsley thought it was in hand but will chase it up.

d) **Police Report** - None

e) **Welcome Pack** – Cllr Maidment – nothing to report

f) **Parish Hall** – an informal meeting of committee members is due to take place next week.

g) **PCC Report** – Cllr Barrett reported that the choir stall has been re-installed.

h) **Emergency Plan** – Cllr Parry - no update

21/33 Business at the Chairman's discretion – None.

21/34 To agree dates & times of meetings in the coming year. It was AGREED that the Council would continue to meet on the fourth Tuesday of the month. **Date of the next meeting: Tuesday, 22nd June 2021** at 7.30 p.m. in the Parish Hall

Future meeting dates: 27th July, 24th August, 28th September, 26th October, 23rd November, no meeting in December, 25th January 2022, 22nd February 2022, 22nd March 2022, 26th April 2022, 24th May 2022.

The meeting closed at 21.20.

Draft to be approved at the next scheduled meeting