

KNOWSTONE PARISH COUNCIL

Minutes of a regular meeting held on Tuesday 24th July 2018 at Knowstone Parish Hall at 7.30 p.m.

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

In attendance: Members of the public x 4, C/Cllr Yabsley (part)

18/50 Apologies for absence Cllr E Costerton due to work commitments, Cllr J Stanbury, D/Cllr Ley

18/51 Declarations of Interest (re. matters appearing on this agenda) Cllr Moore declared an interest re. item 6(e).

18/52 Approve Minutes It was RESOLVED to accept the minutes of the meeting held on 26th June 2018, Cllr Filmer-Bennett proposed, seconded Cllr Howe, all agreed.

18/53 Correspondence (not covered elsewhere on the agenda)

- Note email dated 4.07.18 sent to B Costerton re. footpath #7;
- Note emailed dated 4.07.18 from NDC re. new date for Parish Forum (Thursday 26.07.18);
- Note emails dated 4.07.18 and 9.07.18 from DCC Highways re. use of the highway from Moortown Cross to Blackerton Cross;
- Note email dated 9.07.18 sent to M Poole re. footpath #3;
- Note any correspondence received after the preparation of the agenda:
- Note email dated 21.07.18 from Jan Faust re. Batsworthy Noise monitoring – Cllr Howe gave a brief update of the current situation. NDC appeared to have washed their hands of the situation. There had been a plea from Jane Faust and it had been suggested that the group goes to the press. Mike Hulme who was writing in connection with another windfarm had offered to help produce an appropriate letter to go to the press. It was hoped that the group will have the support of the C/Cllr & MP. Noise recording is taking place at several sites.
- Note email dated 24.07.18 from Came & Co re. proposed insurance letter to volunteers.

18/54 Public Questions (*limited to 20 minutes*) **Members of the public are invited to speak only on a topic that is on this agenda; please contact the clerk for any other matter to be considered for inclusion on the agenda at a future meeting of the council.**

Mrs R Newton asked whether money the Council holds, as custodian for the parish ie moors management money, could it be used to pay someone to manage the churchyard through the summer months. Cllr Howe reported that there had been a clearing session last Thursday in which eight parishioners took part and three on Friday to finish off and take the grass away. Jono Poole and Richard Reed had expressed concern that the grass had got too long. R Reed now has use of a ride-on mower and plans to cut it on a regular basis. It has also be decided that in the spring it will be cut rather than leaving it because of the wildflowers. There is now good plan in place, including trimming round individual plots but he thanked Mrs Newton for her suggestion. If in future money is needed to repair or replace machinery then perhaps the PCC would look to the council then for help. An agenda item whereby the council will consider future donations towards churchyard maintenance will go on the agenda of the next meeting. It was pointed out that KPC already makes a donation £200 per year to look after the parish part of the churchyard.

Mr D Morgans thanked the Council for its prompt attention getting the glass of the Roachill noticeboard repaired and also dealing with the growth across the cattle grid at Sldemoor which has now been cleared.

Mr D Morgans asked whether KPC would consider making a donation towards South Molton Community News, which is distributed in the Parish, as it has done in the past.

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18/55 Finance

- a) Quarterly review of expenditure against budget 18-19, previously circulated. There were no issues of concern.
- b) Accounts and bank reconciliation, previously circulated, were reviewed.
- c) Note receipt of £303.85 VAT refund.
- d) **Accounts to settle**

• Clerk's salary (£130.13) & expenses (£2.95)	£133.08
• Wendy Vigus (website updating)	£ 51.00
• Renewal of Clerk's SLCC membership	£ 59.00

It was RESOLVED to settle the above accounts, proposed Cllr Browse, seconded Cllr Howe, all agreed.

- e) Agree Chairman's attendance at DALC Chairmanship training course on 11 September 2018 at a cost of £25.00 plus VAT. Cllr Howe felt that Cllr Moore could vote on this item as his attendance on the training course was in the Council's interest not in Cllr Moore's personal interest. It was RESOLVED that Cllr Moore attends the Chairmanship course, proposed Cllr Howe, seconded Cllr Browse, all agreed.

18/56 Planning

- a) Applications received after preparation of the agenda – none
- b) Applications notified since last meeting – none
- c) Attendance at NDC Planning meeting re. Oaklands Poultry Farm's retrospective planning application, ref. 64059. Cllr Howe reported that he had been informed by D/Cllr Ley that the application would not be going in front of the NDC Planning meeting in August which leaves another month during which people can write letters of concern. He also reported that a high number of letters have been received by NDC, many of which had expressed concern about the smell from the farm. Item to stay on the agenda for next month's meeting.

18/57 Councillors' roles – to discuss and clarify Snow Warden's duties and agree appropriate training. In Cllr Stanbury's absence it was agreed to roll this item over to next month's meeting.

18/58 Third Party Reports (if present):

- a) District Councillor – not present
- b) County Councillor – C/Cllr Yabsley apologised for not getting a Highways Officer out the parish to meet with Cllr Filmer-Bennett and Cllr Browse in various parts of Knowstone. He is going out with an officer on alternate months and next time will start with Knowstone. Cllr Browse asked about signage re. HGV through E Knowstone. C/Cllr Yabsley said if there was a planning application could regulate the route, but without that it was difficult to achieve. Process had been gone through in that location in years gone by. It might be possible to add some signage which is paid for by other means for which permission would be needed. Photographic evidence is needed if future problems occur in East Knowstone. A strategy will be discussed when C/Cllr Yabsley visits the parish with a Highways officer. C/Cllr Yabsley urged people to keep reporting potholes.
There was no news re. East Hill – now at the end of the bat survey period.

18/59 Members Reports

a) Highways

To consider Cllr Filmer-Bennett's proposal that "Knowstone Parish Council having received all the relevant details on engaging with Devon County Council's Road Warden Scheme as laid down in the contract and advice received from Devon County Council, circulated prior to this meeting agrees to proceed to finalise the agreement and proceed with the recruitment of appropriate volunteers."

Cllr Filmer-Bennett reported that he had communicated with DCC for someone to attend but had no date yet. He felt that the Council could start the process which meant signing the agreement and then sitting down with DCC officers and going through it. He could not see where it would

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cost KPC money or cause any major problems. Cllr Moore said he had read it thoroughly and had a couple of questions: Administration of the scheme – he wanted to be sure where responsibility lies; every piece of work has to have its own signed off risk assessment – would that be done by the Road Warden or Cllr Filmer-Bennett. Cllr Filmer-Bennett said that initially it would be him but it did not follow that he would be the Road Warden thereafter. The risk assessments would all be variation on a theme so could be amended each time. All work has to be agreed with the Traffic Officer – Richard Sables. DCC will need to see KPC's insurance policy. Anyone using strimmers would have to have appropriate certificates. If any volunteer hurts themselves doing something other than what is planned they would not be covered by the council's insurance. The Road Warden would also have responsibility for borrowing and returning the tools needed for each task. No funding for the full PPE (personal protection equipment) which KPCC would have to supply. Cllr Filmer-Bennett said that there is a specific fund to which KPC can apply to for safety gear and being part of the road warden scheme would give the council priority. Chapter 8 training – volunteers would need to be prepared to spend 2 days attending a training course.

Concern was expressed that it was an important decision for the council to make and as only four councillors present it would be preferable if all were present along with Tom Vaughan, from Highways, who would be able to answer councillors' questions and address any concerns. Cllr Filmer-Bennett withdrew his motion and it was agreed to discuss at a future meeting when a County Council Officer was able to attend and an informed decision could be made.

With regard to DCC's Pilot project re. access to drainage plan – DCC is about to send out an application to KPC.

- b) **Footpaths & Beaples Stone** – Cllr Browse said there was nothing to report regarding footpaths other than they have not been strimmed yet.

Re. Beaples Stone – Cllr Browse had been up there and was surprised by the number of weeds coming through the terram. He had strimmed part of the edges and sprayed some of the weeds. The Council needs to decide how to deal with it in the future. Any solutions/suggestions should be passed to Cllr Browse. The tree planting will happen later this year and the area will need to look good then. Cllr Browse had written to PCSO Bray for advice re. passing traffic when the tree planting event takes place. It is dangerous because it is difficult to hear traffic along the road due to the noise of the Link road. Vehicles parked along there might help whilst the event takes place.

Cllr Browse stated that, when Cllr Yabsley and a Highway officer make their visit to the parish, as well as discussion about HGV signage through East Knowstone, he also would like the subject of the collapsing drainage grate outside Fair View, East Knowstone to be included

- c) **Moors Management Association Report** – nothing to report

- d) **Parish Pound** – Cllr Howe reported that Steve Vincent and Jeannie Hicks have agreed to keep the Pound tidy. When asked for any thoughts of what the Pound could be used for Steve Vincent had suggested making it into a war memorial. Currently Knowstone's memorial is a plaque in the church. It was suggested that it could go on the agenda of next month's meeting. It would be useful to obtain feedback from parishioners to see whether the idea would be supported and a formal survey could be undertaken in due course. Cllr Howe said he would sound out the diocese to see what the procedure is for setting up a new war memorial. Cllr Howe had also spoken to Sarah and David at Pound House who will take down the ivy from their side of the wall. It was suggested that in the meantime the Pound could have the same treatment as Beaples Stone with shingle etc. Cllr Browse will speak to J Poole to obtain quote for doing the work and report back at the next meeting.

- e) **Police Report**

(i) Cllr Moore gave a general update and read out brief list of recent crimes. There is concern

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- (ii) about dogs in cars during the hot weather. The police do not want people to take the law taken into own hands – the advice is to find the owner and/or ring 999.
 - (iii) Discuss and agree Council's response to proposed merger of Devon & Cornwall Police with Dorset Police as per email dated 3.07.18 from the Office of the Police & Crime Commissioner, previously circulated. Cllr Moore reported that he had done the survey, which is very bland, as an individual. He recommended that people look at it and do it individually but did not believe it was an appropriate survey for the Council to respond to.
 - (iii) Councillor advocate scheme – all councils can nominate a police liaison who attends quarterly meetings. This is another route for the police to advise their strategy through to the parish councils. Cllr Moore said he would be happy to do it and see if it brings any value. A formal proposal needed for the next agenda.
 - (iv) It was noted that Beverley Bray had resigned as PCSO and it was agreed that the Council would send her a thank you note.
 - (v) Cllr Howe said people should be vigilant re. animal rustling which has been happening in other areas. If people see anything of concern they should take vehicle registration numbers.
- f) **Parish Hall** – Cllr Howe reported that John Lock would soon be starting work installing a disabled toilet in the hall which meant a number of activities will not take place, eg Hobby Horse Race Night. It is hoped that it will not affect the Harvest Festival but more will be known in due course. There will be a Coffee morning on Wednesday 5th September, 10.30 a.m. – 12.00 p.m. and a MacMillan afternoon event on Wednesday 3rd October, 3.00 – 5.00 p.m.
- g) **PCC Report** – Cllr Howe reported that the PCC is about to sign a document to accept £5,000 from the Wolfson Foundation via Churchcare for masonry repairs. It was encouraging that people within the parish had made generous donations towards the work totalling £395. The names of people who had helped will be put on a plaque in the church. The Harvest Festival is scheduled to take place on Saturday 15th September - service, supper and auction of produce.
- h) **Emergency Plan** – Cllr Browse reported that following Came & Co's email an amended insurance letter to go out to volunteers would be put forward at next month's meeting.

18/60 To consider Cllr Howe's proposal that "prior to the start of future Knowstone Parish Council meetings prayers are said." As only four councillors present it was agreed to roll the item over to next month's meeting and Cllr Howe withdrew the proposal.

18/61 Casual Vacancy for a Parish Councillor – ongoing, no action. Cllr Filmer-Bennett said that he was aware of several people who were interested in standing for council at the election next year.

18/62 Business at the Chairman's discretion – no decision making to take place during this item.

Cllr Moore said that a draft Investment strategy will go on next month's agenda. It is not compulsory but it is highly recommended by the government that Councils with investments between £10,000 and £100,000 have a strategy.

18/63 Date & Time of next meeting: Tuesday 28 August 2018 at 7.30pm.

Meeting closed at 21.00.