

WINKLEIGH PARISH COUNCIL

The minutes of the AGM held on Wednesday 22nd May 2013, 7.30pm at Winkleigh Village Hall

Present: Cllrs Bowers, Knight, Sansom, Flockhart, Turner, Hodgson, Gledhill & Griffiths
Dist. Cllr Lausen

Apologies: Cllr Stutt

1.5.13 Election of Chairman

Cllr Bowers advised that she was standing down as Chairman and asked for nominations for a new Chair . Cllr Knight proposed Cllr Flockhart for the position of new Chairman – 2nd Cllr Gledhill: aif: MOTION CARRIED

Cllr Flockhart took the Chair and thanked Cllr Bowers for her work as Chairman.

2.5.13 Election of Vice Chairman

The Chairman asked for nominations for the office of Vice Chairman . Cllr Bowers proposed Cllr Knight as the Vice Chairman – 2nd Cllr Sansom: a.i.f: MOTION CARRIED.

The minutes of the meeting held on 24th April 2013 were confirmed and signed as a correct record.

3.5.13 Election of Officers and Representatives on other bodies:

Cllrs agreed to retain their positions on the Parish Council internal groups & as PC representatives on outside bodies. Cllr Knight agreed to also join the Finance Group and Cllr Griffiths agreed to join Cllr Stutt on the Emergency Plan

4.5.13 Declaration of Interest in matters to follow

Cllr Turner declared a personal interest (distant relative) in planning application 1/0372/2013/FUL

Public Period

5.5.13 Reports

Cllr Sansom had issued a report on the PPG which had been circulated to all and copies were available for the public. Cllr Sansom advised that there had been some issues with the surgery opening on a Monday afternoon and that she was still looking into this matter.

The Chairman gave an update on the progress on the Community Plan and advised that the questionnaires are in the process of being distributed.

6.5.13 : Clerks Reports

The Clerk read out a letter from TDC advising that currently there is no Tree Officer in post but that it is anticipated that this will be resolved by late May.

The Clerk gave an update on the advertising of two vacancies on the Parish Council.

7.5.13 District Councillor reports to and from TDC

Dist. Cllr Lausen addressed the meeting and apologised to Cllr Hodgson for his comments in an e-mail issued to all. Cllr Lausen further advised that TDC have had their AGM and that there is a new Leader

of the Council Mr Phillip Collins. Cllr Lausen reported that the continuing drive for cuts is still putting pressure on TDC and its services.

8.5.13 PLANNING

A) Returned from TDC

- a) 1/0054/2013/FUL: Conversion of single integral garage into bedroom, Homeleigh, Church Hill, Winkleigh: **GRANTED**
- b) 1/0055/2013/LBC: Listed consent as above: **GRANTED**
- c) 1/0257/2013/FUL: Proposed roof over silage clamp, Smythen Farm, Hollcombe: **GRANTED**
- d) 1/0255/2013/FUL: Proposed roof over existing dung store, Smythen Farm, Hollocombe: **GRANTED**
- e) 1/0305/2013/FUL: Two-storey extension and level change to rear garden, 4 Park Place, Eggesford Road, Winkleigh: **GRANTED**

B) New Applications

- a) 1/0372/2013/FUL: Installation of one 50Kw turbine with hub height 29.6m and blade tip 39.6m, Great Punchardon Farm, Winkleigh EX19 8DJ: Cllrs discussed at length following which Cllr Gledhill proposed that the application be refused on the grounds of unacceptable noise and visual impact, the significant detrimental affect on the threatened Barn Owl population and the proximity to the nearest dwelling - 2nd Cllr Sansom: voting 7 for, 1 against: MOTION CARRIED.

C) Notification of Appeal

- a) 1/1036/2012/FUL: Two storey side extension, 29 Elms Meadow Winkleigh :

9.5.13 FINANCE

a) Annual Insurance Renewal :

Cllr Gledhill advised that he had reviewed the renewal quote from AON as requested Cllr Gledhill proposed that the PC renew their insurance with AON but that they remove the cover for loss of revenue at £38.16 as the cover provided was not appropriate for the PC – 2nd Cllr Hodgson: A.i.f: MOTION CARRIED .Insurance to be renewed at the cost of £1299.40

b) Receipts and payments:

The following payments were recorded as having been received :

TDC (1/2 Annual Precept less NALC subs)	£	6955.00 (direct to bank)
Rent from bungalow (2/4 – 29/4 = 5 weeks @ £78)	£	390.00 (D/D)

Cllr Turner proposed that the following payments are authorised:

Cllr Hodgson declared an interest in respect of the invoice from Chris Hodgson Engineering and did not take part .

Community Centre (Hire)	£	21.00	Chq 1520
Chris Hodgson Engineering Ltd (Materials for roof extension)	£	760.80	1521
Community Centre (replacement cheque for 485)	£	10.50	1522
N.Bullen (Clerks Salary + expenses May 2013)	£	645.89	1523
AON UK Ltd (Annual Insurance Premium)	£	1299.40	1524

- 2nd Cllr Bowers : voting 7 for, 0 against, 1 Abstention (Cllr Hodgson): MOTION CARRIED

c) Report from Internal Auditor regarding Financial Statement for year ending 31.3.13

The Clerk advised that she had met with the Internal Auditor Mrs Julie Mitchell who had signed off her part of the Annual Return for the Financial Year. Cllrs were advised that Mrs Mitchell was happy with the documentation adding that it would be beneficial if the Finance Group inspected the documents more frequently.

d) Completion of the Annual Return ready for Audit 2013.

The Chairman read the Annual Governance Statement 2012/13 to the Council and completed sections 1-9 . It was proposed by the Chairman that the Parish Council resolve to formally approve the accounts as presented in the Accounting Statements 2012/13 (Section 1 of the Annual Return) and formally agree the responses 1-9 of the Annual Governance Statement (Section 2 of the Annual Return) – 2nd Cllr Turner: A.i.f: MOTION CARRIED.

10.5.13 Current business matters

a) Discussions on Clerks Reports

Cllr Turner advised that the water barrel at the Cemetery has now been repaired and can be removed from the outstanding list on the Clerks report.

Following discussions on the order of the new litter bin for the bus shelter on the A3124 Cllr Bowers proposed that an additional litter bin be ordered for the shelter on Exeter Road- 2nd Cllr Knight: A.i.f: MOTION CARRIED.

Cllr Knight proposed that a separate meeting be called to accommodate a meeting with TDC Enforcement Department to discuss ongoing enforcement issues and TDC's new Enforcement procedures- 2nd Cllr Bowers: voting 5 for, 2 against: MOTION CARRIED.

b) TDC Local Plan Consultation

Cllrs discussed TDC's requirement for the PC's formal response to TDC's consultation on development in the Parish till 2031 by 1st June 2013 and the potential need for an additional PC meeting to formalise the response. Cllr Bowers advised that a meeting had been arranged for 28th May at TDC with Ian Rowland . The Clerk read out a letter from a parishioner regards industrial development on Winkleigh Airfield. Cllrs discussed at length and referred to the comments made at the APM. Cllr Bowers said she felt that the PC would not be able to make a final response until after the meeting with TDC where it is hoped that more information will be available to make the decision. Cllr discussed the development boundary and TDC's query - if the PC wish to have it remain in place as it is, the PC wish to remove the boundary or the PC wish to extend the boundary to accommodate a particular site. Cllr Gledhill proposed that at this time Winkleigh PC wish to maintain the current development boundary – 2nd Cllr Bowers: voting 6 for, 2 against: MOTION CARRIED.

Further discussion took place with regard to housing allocations. The Chairman proposed that the PC response be that Winkleigh PC will support a 5% growth allocation of no more than 27 homes based on a robust justification (including the 2005 Parish Plan, the Community Plan Open Day & the Annual Parish Meeting of May 2013) – 2nd Cllr Sansom: voting 6 for, 2 against: MOTION CARRIED. The Chairman stated that details of locations for this allocation could not be agreed at this point as the PC need to complete the Community Plan process. Cllr Hodgson raised concerns that should the PC not make the decision by the 1st June then there may not be another opportunity for some years to influence the Local Plan. District Cllr Lausen advised that there will be a further consultation exercise on the Local Plan and that further info could be fed into the Plan at that stage if it were available. Cllr Turner stated that Industrial development is as important as housing allocations and stated that full consideration of this was essential. Cllr Bowers responded that the PC need additional information from TDC on this matter before making a final decision .

The Chairman then closed the PC meeting in order to open the meeting to the public to ascertain their views. A number of parishioners addressed the Council. Once the public had taken their opportunity to speak the meeting was then closed to the public and moved back into the Council meeting.

An extraordinary meeting was called for Wednesday 29th May 7.30pm to agree a formal response to TDC.

d) Cemetery Bungalow

Cllrs discussed the quotations for the external insulation and re-rendering of the bungalow . Cllr Turner gave an update on the problem with the dry-air system at the Bungalow and the communications with Timberwise (Supplier). Following discussions [Cllr Flockhart proposed that the PC locate and submit the necessary paperwork and cheque for £48 to Timberwise to facilitate a call-out to inspect and repair the faulty dry-air system at the Cemetery bungalow – 2nd Cllr Knight: A.i.f: MOTION CARRIED.](#) Cllr Griffiths asked that thanks are given to Cllr Turner for her work on this issue.

11.5.13 NEW BUSINESS

a) Reporting of reports on the agenda

The Chairman discussed adding a list of reports that have been circulated to Cllr prior to the meeting on the PC agenda for the public in the interests of openness/transparency. It was stated that where reports are circulated prior to the meeting copies are available for the public at the meeting and that it is always stated under the agenda item when a report on the topic has been issued. It was agreed that no further action would be taken at this time.

b) Grit bin provision

Cllrs discussed a communication from a parishioner requesting the relocation of a grit bin for Elms Meadow. Cllrs discussed and it was stated that last year an audit of the grit bins had taken place and that it was accepted that the current locations were appropriate and also that the grit bins in place are strategically placed to be on the main road junctions. Cllr Bowers queried the costs of an additional bin for this site . Cllrs stated that this was one of a number of residential locations that currently do not have a bin and therefore full consideration of the wider implications was essential. Cllr Griffiths agreed to look into this matter in his role on the Emergency Plan group . Following discussions [Cllr Gledhill proposed that the PC respond that unfortunately relocating an existing bin is not appropriate and that on this occasion the Parish Council is not in a position to assist in providing an additional bin for Elms Meadow but suggest that there may be a way for a group of residents to get together to purchase and maintain a grit bin in their locality – 2nd Cllr Turner: A.i.f: MOTION CARRIED.](#)

c) Sports Centre Toilets

It had been raised at the APM that the toilets at the Sports Centre have been closed for health and safety reasons and that the Sports Centre committee currently have no funds to address the problem. Cllr Hodgson stated that these toilets while at the Sports Centre and under their jurisdiction are used by the general public and available for all and that therefore the PC should show support in addressing the problem. Cllr Hodgson stated that the PC does not interfere with the running of any organisation but that in this instance support for the Sports Centre is appropriate. Cllr Knight reported that she was on the Sports Centre committee and that as an organisation they still need to further discuss their position. Cllr Knight agreed to monitor the situation and report back to the Council as necessary.

PUBLIC PERIOD II

12.5.13 .LETTERS AND CORRESPONDENCE.

The Clerk read a letter of thanks from Fr Peter Norman in respect of the Parish Council's Grant towards repairs to the pinnacle on the Church tower.

Part II

The Clerk advised that a trial date has been set for the FSA against St.Clair Estates for 13th – 28th June 2013.

There being no further matters to discuss the meeting was declared closed at 10pm