

WINKLEIGH PARISH COUNCIL

The minutes of the meeting held on Wednesday 11th September 2013, 7.30pm at Winkleigh Community Centre

Present: Cllrs Flockhart, Mondy, Griffiths, Gledhill & Bowers ,
Dist Cllr Lausen . Cllr Ware arrived late having advised this may be the case (attendance
indicated by ** in the minutes)

Apologies : Cllrs Hodgson, Sansom, Knight, Turner & Stutt

1.9.13 Signing of the minutes

The Chairman proposed that an additional sentence be added to the minutes – 2nd Cllr Bowers : voting:
4 for, 0 against, 1 abstention (Cllr Mondy not at the July meeting)

The draft minutes as published are therefore not considered a correct record and need amended . The
Chairman proposed that the draft minutes be approved by the PC following the inclusion of the
additional sentence – 2nd Cllr Bowers: 4 for, 0 against, 1 abstention. Signing of the approved minutes of
the meeting held on 24th July 2013 will need to take place following amendment, reprinting and re-
issuing.

2.9.13 Declaration of Interest in matters to follow:

Cllr Griffiths declared a prejudicial interest in planning application 1/0724/2013/FUL advising that he
is the applicant. Cllr Bowers declared a personal interest in that she has been a close friend of Cllr
Griffiths and his family for some years.

Public Period

3.9.13. Planning

A) Returned from TDC

a) 1/0663/2013/2012/FUL: Erection of a 250kw Wind Turbine (AMENDED TURBINE LOCATION)
Winkleigh Farm, Winkleigh : Cllrs were given an update on this application and the problems that had
arisen being advised that an extension had been granted to Winkleigh PC and that subsequently the Plans
Committee had determined the application on 5th September : **APPROVED**

B) New Applications

a) 1/0667/2013/FUL: Removal of (holiday occupancy) condition 2 of planning permission
1/0226/2010/FUL, Gerrydown Farm, Winkleigh EX19 8EZ

b) 1/0709/2013/FUL: Removal of condition 3 of planning permission 1/1056/2011/FUL: Gerrydown
Farm, Winkleigh EX19 8EZ

Cllrs agreed to discuss applications a & b together.

** Cllr Ware arrived at the meeting 7.50pm

Following discussions Cllr Bowers proposed that both applications be approved – 2nd Cllr Gledhill :
voting: 5 for, 0 against, 1 abstention.: **MOTION CARRIED : APPROVED**

c) 1/0724/2013/FUL: Proposed veranda, 52 Southernhay, Winkleigh EX19 8JH : Cllr Griffiths left the
meeting. Cllrs discussed Cllr Gledhill proposed that the application be approved – 2nd Cllr Mondy: Aif:
MOTION CARRIED: APPROVED

Cllr Griffiths returned to the meeting.

The Chairman addressed the Council and suggested that as consideration of policy and guidance for responding to wind turbine applications was already on the agenda that this should be discussed prior to determining application 1/0653/2013/FUL . Cllrs agreed and started discussions. Cllrs were advised that Cllr Sansom had been investigating this issue and had sent out some information but was unable to attend the meeting. The Chairman had prepared a document outlining some of the possible material planning considerations and issues informing determination of applications. Cllrs discussed at length. A number of concerns were raised including visual impact, the cumulative effect and decommissioning at the turbine life end (approx 25 years). The Chairman also referred to feedback from the Community Plan questionnaire which indicated 48% of the community were opposed to wind turbines. Cllrs agreed that further investigation and discussion was required prior to making a formal decision on this issue **it was proposed by the Chairman that the PC review and consider draft recommendations for guidance on wind turbine applications and that this matter be raised on the next agenda – 2nd Cllr Mondy : Aif: MOTION CARRIED.**

d) 1/0653/2013/FUL: Installation and operation of 2 x 250Kw (30m to hub and 45m to blade tip) wind turbine, Woodterrill Farm, Hollocombe : **Cllr Bowers proposed that the application be refused on the following grounds: Visual impact, noise impact, flicker effect, distance from neighbours, cumulative effect, out of scale – too large, negative impact on heritage assets including 6 registered historical woodlands and that the Community Plan questionnaire feedback had indicated that 48% of the community are opposed to Wind turbines – 2nd Cllr Gledhill : 5 for, 0 against, 1 abstention : MOTION CARRIED: REFUSED**

4.9.13 **REPORTS**

Cllr Bowers reported that TDC have responded to her Enforcement request for the unauthorised caravan at Court Castle mound advising that a site inspection will be made and progress reported to her.

The Chairman reported on Environmental Issue improvements at Forthglade .

5.9.13 **CLERK REPORTS**

The Clerk advised that David Green TDC Development Enabling Manager will attend the October meeting as the Guest Speaker to address the PC regards Enforcement and other planning issues. Cllrs were advised that a list of issues for consideration had been issued and added wind turbine determinations in relation to advise note 2 DLPG and any other TDC policies.

The Clerk advised that the deadline for Parish Council grant awards for 2014 is 16th September . The Clerk advised that to date she has not received any applications.

6.9.13 **DISTRICT CLLR REPORT**

Dist. Cllr Lausen advised that the Local Plan had been put back by 2 months and that it is anticipated that the document will go out for consultation in December. Cllr Lausen confirmed that the results of the Community Plan questionnaire would be useful to TDC to support Winkleigh’s original submission to the Local Plan. Cllr Lausen informed Cllrs that he had called in the application for Heath Farm which the PC have approved on two separate occasions and urged the PC to send a representative to speak in support of the application at the Plans Committee meeting on 3rd October. Cllrs were also advised that applications 1/0667/2013/FUL & 1/0709/2013/FUL (both approved by the PC at this meeting) had been called in for Plans Committee determination . Cllr Lausen also promoted the Rural Fair Share petition currently in circulation. Cllr Lausen then gave his apologies and left the meeting.

7.9.13. **FINANCE**

a) Receipts and payments

The following had been made since the last meeting:

9/7/13	Andrew Ware (2 x payment for cemetery grounds June & July)	£ 370.00	S/O
1/8/13	Andrew Ware (1 x payment for cemetery grounds August)	£ 185.00	S/O

1/8/13	EDF (1 x monthly electricity)	£ 8.00	D/D
1/9/13	Andrew Ware (1 x payment for cemetery grounds September)	£ 185.00	S/O
2/9/14	EDF (1 x monthly electric)	£ 8.00	D/D

The following had been received since the last reserve account statement:

Rent for Cemetery Bungalow (13 weeks @ £78)	£1014.00	D/D
--	----------	-----

The Clerk presented the following for payment authorisation:

Grant Thornton (Annual Audit of PC finances yr end 31.3.12)	£ 120.00	1535
Mrs N J Bullen (Clerk Salary + reimbursed expenses September)	£ 585.05	1536
Mr P Stallard (Annual boiler service at he Cemetery Bungalow)	£ 67.00	1537

The Chairman proposed that the payments above be authorised – 2nd Cllr Mondy : A.i.f. MOTION CARRIED. There were not enough authorised signatories at the meeting to sign off the cheques and also Natwest's data for the Parish Council is out of date and the signature of Cllr Stutt is required therefore the Clerk was instructed to contact Cllr Stutt and get him to sign the cheques in order that they can be released.

b) Notification of completion of Audit of financial accounts 2012/13.

The Clerk advised Cllrs that she has now been issued with the formal External Auditor Certificate and opinion 2012/13 which certifies that “ on the base of our review, in our opinion the information in the annual return is in accordance with proper practice and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met” and also that there were no matters that the Auditors felt need to be drawn to the PC's attention. The Clerk confirmed that she had advertised the Notice of Completion of Audit as per regulations.

c) Presentation of August reconciliation and expenditure against Budget to date.

The Clerk had already issued the reconciliation of finance from 1/4/13 to date and a budget v actual expenditure table for Council consideration. The Clerk advised again that her books require inspection by the Council / finance group.

Councillors were also advised that the PC needs to start formulating precept discussions as TDC will require a formal precept request early in January 2014. The Clerk advised that Cllrs need to consider any on going projects, village asset inspections, bungalow & grounds inspections, grants, new projects (eg anything from the Community Plan feedback)etc that may require funding for 2014.

d) NatWest Banking Mandate review

The Clerk advised Cllrs of the current unsatisfactory situation with NatWest. Cllrs considered a draft letter from the Clerk formally requesting signatory amendments, 2 new signatories and a change in the signing rules It was proposed by the Chairman that the letter be approved and sent to Natwest for immediate action – 2nd Cllr Griffiths : AIF: MOTION CARRIED.

e) DALC AGM course bookings.

The Clerk advised Cllrs that all the relevant training courses had been booked as requested. The Clerk queried which Cllrs wished to attend the DALC AGM. No one at the meeting wished to attend .

8.9.11. CURRENT BUSINESS

a) Discussions on Clerks Reports

i) Cllr Mondy had prepared a draft response to the Green Infrastructure survey for ratification and submission. The Chair proposed that the response be formally adopted by the Council and submitted to the consultants – 2nd Cllr Ware : AIF: MOTION CARRIED. The Chairman asked that a vote of thanks to Cllr Mondy for her work on this project be recorded.

iii) Cllrs discussed the September Clerks Report and the Clerk was instructed to investigate a number of issues including the requested relocation of the litter bin outside the church, the missing bin from the pole at the Bus shelter on the A3124, the removal of the pole bin on Cooper's hill & the cost of “No Littering“ signs for the entrance to Winkleigh Woods.

b) CLP presentation of questionnaire results

The Chairman gave an update on the progress of the CLP and advised that an Open Day has been arranged for Saturday 2nd November and that from 18th September the CLP group will have a presence at the coffee morning to highlight the plan. The Chairman then introduced Colin Gibbson who has completed some major work analysing the raw data received through the parish questionnaire and preparing this for presentation to the PC. Mr Gibson gave a detailed report to the Council and highlighted a number of issues from the feedback . Following the presentation Mr Gibson formally presented the CLPG feedback results , a detailed document showing individual comments made to questions (anonymous) and a copy of the raw data for PC retention. Cllr Mondy asked that a vote of thanks to Colin for his hard work on this issue be minuted . The Chairman added that the Council and the Community at large owe a huge debt of gratitude to Colin for his work in connection with this big project.

c) Cemetery Bungalow

- i) Cllrs were advised that despite a request for additional information regards the quotation for external insulation no further information had been received. Cllr Turner was unable to attend the meeting but had asked that a special meeting be called to address this.
- ii) Cllrs were advised that the cemetery grounds inspection and the inspection of the bungalow had now taken place and that a written report will follow.
- iii) Cllrs considered the report from Mr P.Stallard following the annual boiler inspection at the bungalow. Following discussions **Cllr Griffiths proposed that the PC authorise Mr Stallard to purchase and install a tigerloop deaerator as per quotation @ cost £196.39- 2nd Cllr Bowers: AIF: MOTION CARRIED.**

The Clerk alerted Cllrs to the time (9.37) and suggested that as the PC were in receipt of two planning applications that could not be determined at this meeting and have response deadlines for 30th Sept and 1st Oct which would be well before the next scheduled PC meeting on 23rd October , discussions that had just taken place regards the external insulation and the amount of business yet to do that the PC consider at this stage if an extraordinary meeting should be called. The Clerk was instructed to contact TDC to request an extension to the response deadlines until October 24th and that if this can not be accommodated then an extraordinary meeting should be called.

d) Wind Turbine Policy

This item had been pulled forward and discussed prior to the Wind turbine application earlier in the meeting. Cllrs had already agreed to further investigate this issue and move to the next agenda.

e) Grit Bins

Cllr Griffiths had already issued to Cllrs a copy of the grit bin report following his village inspection. The report contained a number of recommendations for consideration. Cllr Griffiths reminded Cllrs of his previous advice that any requests from the PC must be supported and authorised by DCC, District Cllr and Highways before implementation. Cllrs agreed to discuss issues case by case. Cllrs discussed and **Cllr Griffiths proposed to relocate the grit bin at the junction of the A3124 and the bypass to within Elms Meadows – 2nd Cllr Mondy: voting 5 for, 1 against, : MOTION CARRIED.**
Cllr Griffiths proposed that an additional bin be purchased for Kings Meadow subject to authorisation by all relevant bodies and landowners– 2nd Cllr Flockhart: voting 4 for, 1 against, 1 abstention: MOTION CARRIED.
Cllr Griffiths proposed that an additional bin is purchased for Westcotts Drive subject to authorisation by all relevant bodies and landowners – Cllr Gledhill queried if a bin had been requested by residents at this site and suggested that as no one is asking for one it should be held at this time . A lengthy debate then took place regards appropriate siting, grit usage, problems with drains etc. It was agreed that this matter be brought back to the next Council meeting for further consideration.

f) TAP Fund

Cllr Ware advised the Council that Ashreigney PC are happy to partnership Winkleigh for the TAP fund 2013/14 . Cllr Ware also advised that he had been in contact with Rangemoors a local business on the Airfield who are very interested in becoming involved, have 4 first aiders and 2 training first aiders working locally (and some living locally) that are interested in defibrillator training and are keen to be involved with this project. Cllr Ware also advised that Rangemoore's have indicated they may be interested in providing some funds in this area. The Clerk gave an update on the last TAP fund request where Winkleigh partnered Ashreigney for first aid and defibrillator training and the purchase of one

defibrillator which is held by Ashreigney. The Clerk explained that at the time of the first TAP fund request Ashreigney were in a strong position with a co-ordinator and numerous volunteers wanting to take up the training and that therefore they had taken the lead in this project. The current TAP allocation for Winkleigh & Ashreigney would allow the purchase of a defibrillator and training for Winkleigh. It was proposed by Cllr Ware that Winkleigh PC progress partnership with Ashreigney and apply for the TAP fund 2013/14 for a defibrillator for Winkleigh and appropriate training for volunteers in both parishes – 2nd Cllr Flockhart: Aif: MOTION CARRIED.

9.9.11. NEW BUSINESS

a) Asset Inspection 2013

Cllr Gledhill had completed the annual asset inspection the Chairman had taken photographs of all the assets for PC records and a copy had already been issued to all Cllrs. A number of matters had arisen in connection with the various benches in the parish and Cllr Gledhill asked Cllr Ware for clarification on the seat at Ring ‘o’ Bells. Cllr Ware advised that he has removed the seat at the Ring ‘o’ Bells for repair and that he had already approached the PC with regard to exploring the possibility of purchasing a number of galvanised legs for the benches. This he said could provide a long lasting solution to the various problems with damaged legs, would improve the condition of the existing benches and provide a standardisation of the benches. Cllr Ware advised that he was waiting for a price from Hodgson Engineering.

From the inspection report:

1) It was proposed that the Clerk order a domestic galvanized bin with a rubber lid for this location – 2nd Cllr Bowers: AIF: MOTION CARRIED.

2) The Clerk was instructed to request that cleaning of the telephone box in the square and the bus shelter on the A3124 be added to the Street Cleaners work list.

3) Cllr Gledhill reported that he felt the seat on the north side of the Cemetery needs repair

4) Cllr Bowers queried the lack of mention of the hole in the ceiling of the shelter on Exeter Road

A lengthy discussion then took place regards the seats in the parish and some of the other issues raised in the report. It was agreed to move this discussion to the next meeting.

b) Code of Conduct, Standing Orders & meeting procedures

The Chairman gave out a report on the above having circulated it to Cllrs Knight and Bowers for comment.. The Chairman said consideration needs to be given to the points raised and proposed that the Cllrs come back with a proposal – 2nd Cllr Mondy: AIF: MOTION CARRIED. Cllr Bowers asked that thanks for a quality report from the Chairman be minuted.

c) TDC Licensing Policy Review

Cllr Sansom had been investigating this matter but had been unable to attend the meeting and no report had been received.

d) Rural Fair Share Campaign

Cllrs had already covered this with the District Cllr and signed the petition.

PUBLIC PERIOD II

There being no further matters to discuss the meeting was declared closed at 10.40pm