

WINKLEIGH PARISH COUNCIL

The minutes of the meeting held on Wednesday 23rd October 2013, 7.30pm at Winkleigh Village Hall

Present: Cllrs Knight, Sansom, Bowers, Mondy, Flockhart (Chair) , Griffiths, Ware, Stutt, Gledhill, Turner & Hodgson

Apologies: District Councillor Lausen.

1.10.13 The minutes of the extraordinary meeting held on 2nd October 2013 were confirmed and signed as a correct record.

2.10.13 Declaration of Interest in matters to follow: None

3.10.13 Guest Speaker : David Green TDC

The Chairman welcomed & introduced David Green TDC Development Enabling Manager. Mr Green addressed the Council and gave an overview of his role and responsibilities at TDC. The PC had already issued Mr Green with a list of queries to be addressed and therefore Mr Green suggested starting on the main issue of concern with had been identified as Enforcement. Cllrs were advised that part of Mr Green's role was to improve the Enforcement department procedures, productivity and processes and that a review was started several months ago. Cllrs were advised that improvements to the computer system , investigation , reporting and responding to complainants were already improving as was the increased support for the Enforcement Officers from TDC's Planning Support department. Mr Green responded to Cllr questions that there were currently two Enforcement Officers with approx 150 cases each at this point and that while he would welcome additional staff budget cuts prevented further recruitment adding that a number of old cases are being closed and that in the next few months the backlog should be dramatically reduced and lead to a more efficient improved system. Mr Green was then asked for specific information on an ongoing Enforcement issue at Worthy Farm that the PC had identified some time ago. Mr Green explained the complex nature of Enforcement and the need to ensure that the matter is considered handled reasonably and is defensible from a legal point of view. Cllrs were advised of the opportunity for appeal against TDC's decisions. Mr Green advised that TDC have received a Planning Application for Worthy Farm but that further information was required before the application can be validated . Cllr were advised that as a formal planning application seeking permission for the unauthorised development has been submitted TDC have to deal with this application on its merits and retrospective applications or the fact that development has started has no bearing in Planning terms.

At the request of the Chairman Mr Green then discussed TDC's consideration of Wind Turbine applications. Cllrs were advised that TDC have refused approx 30% of the applications for Turbines for reasonable reasons but that a number have been overturned by appeal to the Planning Inspectorate. Mr Green advised that the Governments guidelines have been open to interpretation and that Eric Pickles will now " call in" any Turbine appeals against refusal to investigate himself to ensure that there is a balance to the new guidelines and implementation. In conclusion Mr Green was asked about potential CIL / S106 and responded that at this point the negotiation is between the applicant and the Parish Council adding that TDC will assist with this but that there were no policies in place to ensure any type of CIL benefit from Wind Turbines at this time.

Public Period

4.10.13 PLANNING

A) Returned from TDC

a) [1/0724/2013/FUL](#): Proposed verandah, 52 Southernhay, Winkleigh: GRANTED

B) New Applications

a) 1/0739/2013/FUL: Erection of photovoltaic panels – 00.10ha 47Kw, Pensford, Hollocombe : Chairman proposed that WPC approve this application, with no more than 192 panels, but would like to see a '**Land Management Plan**' attached to include ground maintenance, weed control and/or grazing regimes for the site occupied by the solar array – 2nd Cllr Bowers: A.I.F: MOTION CARRIED.

b) 1/0854/2013/FUL: Single storey extension, The Mount, High Street, Winkleigh : The Chairman proposed that Winkleigh Parish Council APPROVE the application with the following considerations:

a) Concerns of **Mr/Mrs Jones (neighbour)** regards right of access are resolved

b) Condition proposed by Ann Marie Dick of **DCC Archaeology** is included (Ref: 'To ensure that an appropriate record is made of archaeological evidence that may be affected by the development'); and

c) TDC review design to see if an improved aesthetic could be achieved (if possible and practical) to the front aspect; the **visual appearance** from the southern elevation may thereby be enhanced if both sides of the lean-to roof were made parallel, rather than angled on the left side only. – 2nd Cllr Knight: voting 9 for, 0 against, 2 abstentions : MOTION CARRIED

5.10.13 District Cllr reports to and from TDC

Dist. Cllr Lausen had sent his apologies for the meeting. Cllrs had already been issued with a written report and copies were available for the public. The Chairman gave an update on the most recent TAAG Meeting.

6.10.13 FINANCE

a) Receipts and payments:

The following had been received since the last meeting :

TDC (2 nd half precept)	£7288.50	D/D
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The following had been paid since the last meeting :

A.Ware (Cemetery Maintenance)	£ 185.00	S/O
TDC (½ cemetery rates)	£ 189.00	D/D
EDF Energy (Electricity Winkleigh Square)	£ 8.00	D/D

Cllr Hodgson proposed that the following payments were authorised- 2nd Cllr Turner: AIF: MOTION CARRIED:

TDC (¼ Road sweep)	£ 690.98	chq	1538
Winkleigh Community Assets Trust (Hall Hire)	£ 10.50		1539
DALC (2 x new Chairman course)	£ 60.00		1540
Mr P Stallard (work to boiler at cemetery bungalow)	£ 196.39		1541
N.J.Bullen (Clerks Salary + reimbursements Oct 2013)	£ 607.97		1542

Cllr Turner reported that she had completed a spot check on the PC's cash book and supporting documents and was satisfied that all requirements were being met.

b) Grant awards 2014

The PC had received two formal grant applications received . Only one had been submitted prior to the PC deadline of 16th September. Cllrs agreed that the PC must stick to their grant policy and could only consider the application from the Scout group (Winkleigh beavers) requesting £50. Cllr Hodgson proposed that the Parish Council approve grant funding of £50 to the Scouts as per application – 2nd Cllr Stutt : AIF.

Cllr discussed Distinctly Winkleigh's application for support of the WWW. Directory at £300. The Clerk advised that previously Winkleigh PC had pledged £100 towards the WWW directory on the

understanding that it would be released once DW had written confirming that the pledge had been matched to date this had not happened. [The Chairman proposed that the PC write to Winkleigh Society explaining that their application had missed the PC's deadline and could not be considered but advising of the previous pledge of £100 and that this could be released once written confirmation of the availability of the remaining funds was secured – 2nd Cllr Mondy : AIF](#)

The Chairman raised that funding for the Community Led Plan and Okehampton & Ditric Community Transport Group should be considered. Following discussions [The Chairman proposed that Donations be raised as an agenda item for the next meeting – 2nd Cllr Sansom : AIF: MOTION CARRIED](#)

c) Cemetery Bungalow finances

Cllrs discuss various issues in connection with the finance of the Bungalow. The finance group advised that they were waiting for a report from the Bungalow Group advising of any known expenditure for the next financial year and a projection of income. Cllrs discussed the use of reserves and the utilisation of the rental income from the Bungalow. The Bungalow Group agreed to provide a written report and the Finance group would incorporate this information into the budgeting for the precept.

d) Precept discussions

The finance group had issued to all Cllrs a first draft budget for setting the 2014/15 precept at £14,568 for consideration and asked Cllrs to identify any errors or any issues that need to be included. Cllrs had previously been asked to advise of any projects/tasks anticipated for 2014/15 that would require expenditure and would therefore require inclusion in the budget consideration. Cllr Bowers raised that the PC consider purchasing large village amenity signs for the two main village entrances and also a central information board for the main village highlighting business and local amenities etc. Cllr Bowers agreed to provide costings for this project to the next meeting. The Chairman raised that funding to assist with the final publication and promotion of the Community Led Plan needs to be considered. Cllr Mondy noted that paper & ink consumption by Cllrs is an expensive and queried if this could be addressed.

7.10.13. Current business matters

a) Wind Turbine guidance on determination

The Chairman reported on her attendance at the public consultation event in Winkleigh in connection with a proposed Wind Turbine at Bryony Hill, Winkleigh. She advised that the developers (MiGrid) had suggested that a 'benefits package' from Bryony Hill Turbine could be around £5K per annum shared with Iddesleigh. It was clearly stated that the Parish Council have not yet received any planning application for this developer and therefore could not make any formal comment at this time. Cllrs discussed a request from representatives from Iddesleigh to hold a Public Meeting . Cllrs agreed that in principal the PC would consider a public meeting but would not take any action until an application is received.

The Clerk advised that there was no response yet to the PC's acceptance of a meeting with Kate Little TDC to discuss Wind Turbines.

b) Asset Inspection

Cllr Gledhill had previously issued a report of the inspection (photographed for internal records by the Chairman). Cllrs were advised that they need to consider what actions to take on the various assets reported as requiring attention (ie sanding/varnishing of benches). Cllr Bower stated that she felt the hole in the shelter roof on Exeter Road need repaired urgently with Cllr Turner adding that the inspection report needs to be amended as it does not mention the hole. . Following discussions [Cllr Bowers proposed that Cllr Ware be given a list of work required to the Parish Assets – 2nd Chairman: 10 for, 0 against, 1 abstention \(Cllr Ware\) MOTION CARRIED](#). The Clerk advised that at this point this could not be done as the inspection report shows a number of issues on various assets but does not make recommendations and no Council decision had been made to authorise any work. Cllrs discussed that some issues had been reported but no action had been agreed and there was no Council agreement on any action to take.

** Cllr Stutt addressed the Chairman and gave his apologies as he had another commitment and left the meeting.(10.10pm) .

Cllr Turner raised that despite previous Council agreement the Cemetery Assets are still being inspected as part of the Village Asset inspection which in this case has resulted in the inspection being completed twice in some areas. [The Chairman proposed that the full Asset inspection list is issued to Andrew Ware and where any action is indicated he investigates and quotes for any work to be brought](#)

to the next meeting – 2nd Cllr Bowers: 9 for, 0 against, 1 abstention (Cllr Ware). The Clerk stated that it was inappropriate to request a serving Parish Councillor makes recommendations on work he is expected to complete and charge the Council for and had interest implications. The Clerk reminded Cllrs that the assets in Hollocombe have not been covered in this inspection , Cllr Gledhill & the Chairman to address.

c) TAP Fund 2014

Cllr Ware gave an update on progress of TAP fund request and partnership with Ashreigney PC to provide a defibrillator for Winkleigh and associated training for both parishes. Ashreigney have confirmed their support and Cllr Knight has agreed to work on this project with Cllr Ware. The PC were advised that Cllrs Ware & Knight will complete an application ready for PC authorisation at the next meeting.

d) Grit bin review

Cllrs discussed the outstanding suggestion for a new grit bin 2nd site and other observations from Cllr Griffiths report of September 2013. Cllrs were reminded of their two previous resolutions to relocate the grit bin from the junction of the A3124 & bypass to Elms Meadow and for an additional bin on Kings Meadow. Cllrs discussed and in light of additional information felt that the removal of the grit bin on the A3124 was inappropriate and there needs to be a bin at this location. In light of previous decisions **Cllr Knight proposed the PC purchase 3 additional grit bins for the village at £330 each subject to DCC & TDC approval and that funding of this would come from existing funds – 2nd Chairman: voting 8 for, 1 against, 1 abstention: MOTION CARRIED.** Cllr Griffiths agreed to take the lead on this issue and organise meeting with DCC & TDC to confirm suitability of locations etc.

e) Clerks Reports and discussion

a) Cllrs further considered the purchase of “no littering” signs for Beechlea lay-by A3124 & lay-by at Winkleigh Woods. Cllrs considered information provided by Cllr Mondy. Further information regarding the poles for the signs and who and how much it would cost to put these in place has yet to be established.

b) **Cllr Hodgson proposed that the PC authorise the purchase of the newly issued “Local Council’s Explained” book at the cost of £50 + p&p – 2nd Cllr Turner : AIF: MOTION CARRIED**

c) The Clerk was instructed to contact DCC Highways to enquire what action can be taken to prevent parking against a dropped kerb used for disabled access to Winkleigh’s public toilets following communication from a Parishioner.

d) Cllr Turner gave an update on the situation with the faulty Timberwise unit at the Cemetery Bungalow. Cllrs were advised that the unit had been replaced with a new one.

e) Cllr Mondy had issued a report on problems with the recycling system regards dumpy bags of recycling being left by the operators on the roadside for later collection advising this was causing litter issues. Following discussions **Cllr Mondy proposed that the PC write to TDC Richard Haste requesting that any dumpy bags are left in a secure location away from the public to reduce the littering problem and also to prevent individuals believing they can leave litter on the Airfield – 2nd Chairman : AIF: MOTION CARRIED.**

** Cllr Gledhill left the meeting (10.44pm)

8.10.13 NEW BUSINESS

a) Quick wins identified through the Community Plan feedback

The Chairman had already issued a draft article for inclusion in DW for PC approval. **The Chairman proposed that the article be approve and submitted to DW for publication – 2nd Cllr Bowers : AIF: MOTION CARRIED.**

b) Sustainable Community Living & Housing

Cllr Mondy referred to a previously circulated report. Cllr Mondy advised that she would like to work on a project to investigate the provision of a range of sustainable living and housing options, in order to meet local demand and the future needs of Winkleigh. Cllrs were advised that this is a long term project and it is hoped that a group of interested parties can meet to work on this. Cllr Mondy advised that any interested Councillor would be encouraged to join and that at this point she was merely seeking the PC's support and approval to continue with the investigation. The Chairman stated that the Community Led Plan had identified that an up to date Housing Needs Survey is required and that by negotiation it appeared that one could be completed for Winkleigh for a contribution of approx £200-£300. Cllrs discuss the length of validity to these surveys and Cllr Mondy agreed to investigate this.

9.10.13. Reports :

a) Annual Inspection report for Cemetery Bungalow (Cemetery group): report previously issued to all. Cllr Hodgson discussed the problem with the soil being against the fabric of the bungalow and the need to dig this back to reduce moisture against the building. Cllrs were advised that the cemetery group had contacted a local contractor who estimated that the work would cost approx £100. **Cllr Hodgson proposed that the PC authorise the essential work to the bungalow and that funding of this would come from exiting funds– 2nd Cllr Turner: voting 7 for, 0 against, 1 abstention : MOTION CARRIED .** The Bungalow group advised that their inspection had not revealed any further issues that would require large expenditure to address.

b) Annual inspection report for Cemetery Grounds (Cemetery Group) : report previously issued to all. There were a number of action required to the cemetery assets . As already discussed these matters will be added to the full inspection list for Cllr Ware to investigate. Cllr Sansom reported that she has been approached by a number of parishioners stating how well maintained and attractive the cemetery grounds are now. The Clerk also advised that it has been reported that a number of graves at the cemetery have significantly more ornaments than the Terms & Conditions of the Cemetery allow which is causing issues for grass cutting – it was agreed to raise this at the next meeting.

c) Community Led Plan Group Update (Chairman)

d) Highways conference (Cllr Knight): Cllr Knight reported on the conference that she and Cllr Ware had attended. Cllr were alerted to the Snow Warden scheme . Cllrs discussed and it was agreed to place a notice in the boards and in DW seeking volunteers for this role. Cllr Knight agreed to progress.

10.10.13 Letters from Parishioners : None

PUBLIC PERIOD II

11.10.13 . Late Items at the Chairman's discretion

The Clerk was instructed to contact DCC and advise that the path to the Sports Centre/Cemetery is becoming overgrown with grass and needs addressing as soon as possible.

Cllr Griffiths alerted Cllrs to proposed changes in the Mobile Library Service.

12.10.13 LETTERS AND CORRESPONDENCE.

The following publications were available for Cllrs:

- Healthwatch Devon – Voices (issue1)
- Devon Senior Voiced – Everyone's Tomorrow (issue 20 October 2013)
- Chulmleigh Community College – Optime magazine

There being no further matters to discuss the meeting was declared closed at 10.58pm