

WINKLEIGH PARISH COUNCIL

The minutes of the Parish Council meeting held on Wednesday 25th June 7.30pm in Winkleigh Village Hall

Present : Cllrs Turner, Mondy, Flockhart (Chair), Griffiths, Ware, Stutt, Bowers, Hodgson & Gledhill
District Cllr. Lausen

Apologies : Cllrs Sansom & Knight

The minutes of the extraordinary meeting held on 4th June were confirmed and signed as a correct record.

1.6.14 Declaration of Interest in matters to follow:

Cllr Hodgson declared an interest (business) in application 1/0354/2014/FULM and a further interest (family) in the Public Consultation (2.6.14 C).

Public Period

2.6.14 **PLANNING**

A) Returned from TDC

a) 1/0157/2014/CPE: Use of agricultural building for farm machinery and plant maintenance and dealership (incl. some mixed use with agriculture) Great Punchardon Farm, Winkleigh: **GRANTED**

b) 1/0293/2014/FUL: Convert former lincay into summer room, Lower Bransgrove, Wembworthy, Chulmleigh : **GRANTED**

c) 1/0395/2014/OUT: Demolition of one storey dwelling, replacement with two dwellings, Vinhays, Exeter Road Winkleigh : **GRANTED**

B) New Applications

a) 1/0354/2014/FULM: Erection of Storage Building, Tristan Johnson Ltd, Winkleigh Airfield, Winkleigh : Cllr Hodgson declared an interest and left the meeting. Cllr Griffiths proposed that this application be approved – 2nd Cllr Turner: AIF: **MOTION CARRIED APPROVED**.
Cllr Hodgson returned to the meeting.

b) 1/0480/2014/FUL: Erection of a single storey side extension, 28 Southernhay, Winkleigh : Cllr Bowers proposed that the application be approved – 2nd Cllr Mondy: voting 8 for, 0 against, 1 abstention : **MOTION CARRIED: APPROVED**.

C) Local Public Consultation

Town & Country Planning (development management procedure & Section 62A Application) Order 2013 : Compulsory Public Consultation for wind developments in excess of 15m in Height.

Cllr Hodgson declared an interest and left the meeting. Cllrs were advised that there was Local Public consultation on proposals to develop a wind turbine on land at Chittlehampton Farm, EX18 7RL deadline 8th July. Prior to full planning application through TDC.

The Chairman proposed that the PC respond “ **CONSULTATION COMMENTS**
WPC have concerns at this stage of the proposal regarding:

- the cumulative impact in regard to the number of turbines in close proximity (on the eastern side of Winkleigh)

- the prominent location for the siting of the proposed turbine (visible from across the valley, eg Chulmleigh)
- the impact on the skyline where DCC's Landscape Character Assessment (see http://www.devon.gov.uk/index/environmentplanning/natural_environment/landscape.htm), states:
 1. The Area is: *"An open, elevated landscape, where the long views out make an important contribution to the sense of place."*
 2. The Overall Strategy is: *"To protect the landscape's open skylines, and to protect and enhance its rural character. The area's distinctive skylines, with their characteristic church towers and hilltop clumps remain free from inappropriate development. Agricultural land is well-managed, including hedgerows and patches of unimproved grassland. Historic features and surviving areas of Culm grassland are protected, along with the area's qualities of tranquillity and dark night skies. Existing development is better-integrated into the landscape to enhance its rural character."*
 3. The Guidelines are to: *"Protect open skylines – which form the backdrop to surrounding landscape character areas – from inappropriate development."*

-2nd Cllr Stutt: AIF: MOTION CARRIED

Cllr Hodgson returned to the meeting.

D) Notice of Appeal

Cllrs were advised that application 1/0717/2013/FUL Temporary change of use of land for the siting of a caravan for agricultural workers accommodation (utilising existing caravan on site) Worthy Farm, Dolton had gone to appeal against TDC's decision to refuse. Cllrs were advised that the appeal will be determined on the basis of an informal hearing (date and time to be confirmed) and that the PC could send representatives. Cllr Stutt proposed that the Parish Council take the opportunity to send representatives to the meeting – 2nd Cllr Bowers: AIF: MOTION CARRIED. Cllrs agreed to confirm who would be attending once the arrangements of the hearing were known.

3.6.14. District Councillor reports to and from TDC

Dist. Cllr Lausen addressed the Council and gave his monthly report. Cllrs were advised of restructuring within TDC and the effects of continuing and future cuts. Cllrs were also advised that a meeting had been held with Kate Little to discuss her letter to Parish Councils in connection with changes to TDC's planning system and the fact that extensions would no longer be granted to accommodate PC's. Dist. Cllr Lausen informed Cllrs that Kate Little gave a strong defence of TDC's position advising that Government Guidelines have led to this change and that there will be further moves towards digital communication on planning.

Dist. Cllr Lausen expressed delight that a representative from the Primary School's Board of Governors had attended (as a member of the public at the PC meeting) and stressed the importance of the school to the Parish and wider community .

Dist. Cllr Lausen advised that he had to leave the meeting shortly therefore the Councillors agreed to move an agenda item forward to allow input from the District Councillor in discussions.

4.6.14 Matters moved forward

a) Smithgore / Bellinster Industrial Estate Proposals

The Chairman had circulated a report of the informal meeting with Smith Gore held on 4th June 2014. Dist. Cllr Lausen had made initial enquiries with TDC Planning and a detailed e-mail regarding permitted use of the site had been circulated to all. The Chairman proposed that the PC respond to Smith Gore thanking them for their presentation and advising that the Parish Council can make no further comment at this time but would stress the need for a full public consultation – 2nd Cllr Mondy: voting 6 for, 3 against : MOTION CARRIED.

5.6.14. FINANCE

a) Receipts & payments

The following were reported as having been paid since the last meeting:

Andrew Ware (Cemetery Maintenance contract)	£ 185.00	S/O
EDF (Electricity to Winkleigh Square)	£ 34.00	D/D

It was proposed by the Chairman that the following payments be authorised:

Community Council of Devon (Contribution towards HNS)	£ 300.00	1576
N.Bullen (Clerks Salary + reimbursements June 2014)	£ 623.46	1577

- 2nd Cllr Turner : AIF: MOTION CARRIED

b) Reserves Policy

Finance Group had previously circulated background information for consideration. Cllr Stutt addressed the Council and outlined the recommendation from the Finance Group to agree a basic minimum of funds to the level of the precept be held by the PC . Cllr Stutt stated that this would not mean that funds should not be accumulated/held for future and long term projects and that the PC need to be mindful of the purpose of held funds and proper prior consideration of any funding needed to take place before commitment . Cllr Stutt proposed that the Parish Council hold uncommitted funds to the level of the annual precept – 2nd Chairman : AIF: MOTION CARRIED

Cllr Gledhill stated that he felt that the £1000 currently held by the PC for a Youth Project should be issued to the Primary School . Cllr Stutt stated that the PC need to review their current allocated funds and agree what if any action to take. It was agreed that this would be raised at the next PC meeting. Cllr Gledhill said he would liaise with the School.

c) Introduction of administration charge to burial fees

The Cemetery Group gave a background and recommendation for the introduction of an administration charge for all transactions regarding the Burial Ground . Cllr Turner proposed that an administration fee of £15 be payable for all transactions in connection with the Burial Ground as of 1st July 2014 – 2nd Cllr Hodgson : AIF: MOTION CARRIED.

Cllr Ware advised that some of the plots in the cemetery appear to have poor quality soil laid over them possibly to fill where previously sunken but that this is inappropriate as it is very stony and will need to be raked off before any grave maintenance or grass cutting can be addressed. Cllr Turner agreed to liaise with Cllr Ware to establish the situation and report back to the Clerk in due course.

6.6.14 CURRENT BUSINESS MATTERS

a) Clerks Reports and discussions

Cllrs reviewed the June Clerks report. The following were discussed:

- **Poppy Appeal** : Cllr Turner queried if Cllr Ware was able to find a volunteer to take over the administration of the Poppy Appeal following Mrs Farrington's request. Cllr Ware advised that unfortunately this contact was unable to assist on this occasion. Cllr Stutt stated that this matter was not for the Parish Council but the Royal British Legion to resolve. Cllrs agreed that the Chairman would draft a letter advising that unfortunately the Parish Council were unable to assist with this matter.
- **SMR Recycling on Airfield** :Cllr Mondy asked the Clerk for documentation in regards to South Molton Recycling and Winkleigh Airfield. Clerk to arrange.
- **Unanswered Letters**: The Chairman noted that there were a number of letters from WPC that have not been responded to (eg to WHG and TDC). The Council instructed the Clerk to chase for a response.

b) Community Plan & Action Plan

A full report and associated documentation had been issued to all Cllrs for prior consideration and support requested from the Chairman. Following discussions The Chairman proposed that the Parish Council i) recognise this work as a robust representation of the community's views conducted in an

open and transparent manner; ii) to support the Community Plan and Action Plan in principle; iii) to address or implement actions and delivery of the Plan as and when appropriate, and; iv) in collaboration with stakeholders, to undertake to review the Plan (via the WPC Plan Review Group) during its ten-year life-cycle. The financial implications of each project and the part the Parish Council play in funding it will be subject to specific debate and decisions by the Parish Council – 2nd Cllr Mondy: AIF : MOTION CARRIED.

c) Cemetery Bungalow

The Bungalow Group gave an update on work to external insulation identifying a number of issues that need investigating . Cllrs were advised that a snagging meeting has been arranged for 3rd July when any remaining unresolved matters can be addressed. Cllr Bowers proposed that the issues identified and the accompanying photographs supplied by the Cemetery Group be sent to the Managing Director of Westward Property Services (copy in Paul Hester & Tracey Rockey) – 2nd Cllr Turner : AIF MOTION CARRIED.

Cllrs were advised that having spoken to Timberwise and checking PC documentation the faulty unit in the roof space of the Bungalow was out of guarantee. Following comments made at the last meeting the Bungalow Group agreed to investigate if, following the works addressed at the bungalow, the unit is still required. The Clerk was instructed not to forward the £48 call out fee until the Bungalow Group reported back.

d) Parish Council Groups & representatives

Draft “Roles & Responsibility” group management documents were received for the Cemetery Grounds & Bungalow Group and the Community Plan Review Group. The Chairman requested that all outstanding reports be issued as soon as possible.

Cllrs discussed representation on Wallingbrook PPG as Cllr Sansom has advised that she wishes to step down. Cllrs were advised that application to the PPG is required and also that there is one Winkleigh resident already on the group with a further application for a Winkleigh resident being considered . Cllr Turner proposed that the Parish Council ask the existing Winkleigh representative/s if they would be willing to give regular reports to the Parish Council – 2nd Cllr Stutt: AIF: MOTION CARRIED. Clerk to follow up with Cllr Sansom

7.6.14 NEW BUSINESS

a) Request for approval of naming of 4 new properties

Cllrs considered a request from TDC for the approval of the naming of the 4 new properties at Lower Town, Winkleigh (Planning application 10/0743/2013/FUL) as 1-4 Moorview Close. Cllr Turner proposed that the Parish Council approve – 2nd Cllr Bowers: AIF: MOTION CARRIED

b) Parish Council Website

Cllr Mondy had previously circulated information to assist consideration of the benefits of a dedicated website for the Parish Council and improved communication with the community. Cllrs discussed various elements and it was agreed that Cllr Mondy would make more detailed enquiries and report back to the Council.

c) Kings Arms Winkleigh

Cllrs were informed of communications from Enterprise Inns advising that Kings Arms Winkleigh will be reopening under new management in July.

d) Dog waste bin Clerk

Cllrs were advised of unauthorised removal of dog waste bin at the pedestrian entrance to Elms Meadow off the A3124 . Chairman proposed purchase of new dog waste bin at the cost of £115.50 – 2nd Cllr Hodgson : voting 6 for, 3 against: MOTION CARRIED. The Clerk was instructed to contact TDC and request that the dog waste on site be collected as a matter of urgency.

8.6.14 REPORTS

Cllr Ware gave a report on his meeting with Western Power representatives advising of their Plans for under-grounding cables in November 2014. Cllrs were advised of the details of the areas concerned and that there would be a series of long road closures. Cllr Hodgson queried if other utilities/authorities had been consulted (ie. BT, Superfast Broadband, DCC pot hole repairs) and advised of the plans in order that some work could be completed at the same time. It was agreed that investigation of this should take place.

Formal notification of receipt of DCC's Grass programme & major changes to the rural grass cutting policy

Result of DCC consultation on Residential Care Service review

The Clerk reported that she had been contacted by the Auditors working on Winkleigh Parish Council's Annual Return and that a number of queries had arisen in connection with the Cemetery Bungalow. Cllrs discussed each query responding that : Yes the Parish Council set the rent for the bungalow (based on state of repair) at the best reasonable consideration and had originally entered into a 6 month Assured Short-hold Tenancy which had lapsed into a periodic tenancy. No the Bungalow was not situated on land considered an "open space" and that no capital money had been received from the bungalow and held for charitable purposes. It was agreed that the Clerk would respond accordingly to the Auditors.

9.6.14. CONSULTATION DOCUMENTS

To consider any consultation documents issued that Cllrs have not taken forward as agenda items

Cllr Turner had completed TDC Licensing Policy – Taxi & private hire review

PUBLIC PERIOD II

10.6.14 .LETTERS AND CORRESPONDENCE.

There were a number of magazines & circulars for Cllrs to examine.

There being no further matters to discuss the Chairman declared the meeting closed at 10.15pm