

EXBOURNE WITH JACOBSTOWE PARISH COUNCIL

A meeting of the Council was held on
Tuesday 28th August 2018 at 8:00pm in the Village Hall, Exbourne

Councillors Present: Steve Blakeman (Chair), Adam Hedley (Vice Chair), Kirk England and Rose Williams

Absent: Cllr Jon Guy

Parish Clerk: Zena Tett

Also in attendance: 9 members of the public

Business Transacted

33. **Apologies for Absence:** Cllrs Lawson and Cobb and Borough Councillor Lois Samuel
34. **Welcome:** Steve Blakeman, Chairman of the Parish Council, welcomed everyone to the meeting.
35. **Minutes of the Last Meeting:** the minutes of the meeting held on 26th July 2018 were agreed and signed as a true record, proposed by Cllr Hedley, seconded by Cllr England, all in favour.
36. **Declarations of Interest:** Cllr Blakeman item 41.1 planning application and Cllr Hedley item 44.1.2 cheque.
37. **Public Speaking Time:**
 - 37.1 A parishioner asked when the notice board outside the Village Hall would be repaired – Cllr Blakeman confirmed repairs would take place as soon as the Parish Council was able to obtain the services of a handyman.
The same parishioner reminded the Parish Council that there were 105 trees around the village of Exbourne that were planted to celebrate the Queen's Diamond Jubilee in 2012. Some of these had been planted on the Playing Field and she asked what state they were in – Cllr Blakeman confirmed that a meeting has been set for Friday 7th September in order to determine how the Playing Field Committee will go forward.
The parishioner offered to forward a list of the trees and their genus before the meeting.
The same parishioner asked if the Parish Council was liaising with the Church regarding the Centenary Remembrance Sunday celebrations as the Church was intending to organise several events including the display of two figurine soldiers which will be placed in church pews in memory of those who served – Cllr Williams confirmed the Parish Council had not been in correspondence with the Church over the Remembrance Day celebrations, however, she will contact them soon.
 - 37.2 Another parishioner reported that one female member of the Neighbourhood Plan Group ('NPG') had been "designating" traditional orchards with the People's Trust for Endangered Species and one male member had been listing buildings and structures around the village of Exbourne as heritage assets with Devon County Council, without the consent or knowledge of the landowners. Another parishioner confirmed he was informed recently that his own property had been listed as a heritage asset in 2017 – Cllr Hedley confirmed that, if this had been carried out, then the individuals had done it in a personal capacity without the consent or knowledge of the Parish Council or the NPG.
38. **Borough Councillor Report**
Borough Councillor Lois Samuel was not present.

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39. Matters Arising

39.1 Neighbourhood Plan

A first draft of the Local Green Space Assessment Report has now been completed and will be discussed and developed over the coming months.

A draft grant application for a third round of funding had been circulated to the Parish Council in advance of the meeting, for which Cllr Hedley sought approval to file. Cllr Hedley explained it was important to apply for the grant funding now or the NPG would have very little time to spend the monies – the proposed application is for £2,727.60 and would cover the period to 31st March 2019. Cllr Williams proposed, Cllr England seconded, the motion was carried.

39.2 Complaint

Cllr Blakeman reported that the Parish Council had received a reply from the Local Authority asking for comments from Cllrs Blakeman and Lawson before they consult with one of the Independent Persons and deciding what action to take next. The possible outcomes at this assessment stage are:

- No further action
- Referral for informal resolution
- Refer for investigation
- Refer to Standards Committee (which can make one of above decisions)

The Parish Council has been advised the Local Authority will let us know their decision in due course.

39.3 Maintenance of Parish Assets

Cllr Blakeman will endeavour to have the bench completed before the next meeting of the Parish Council and as mentioned earlier, the notice boards will be refurbished when the Parish Council is able to find someone willing to carry out such tasks around the village.

39.4 Devon Air Ambulance Trust

Cllr Williams confirmed that a representative from the Devon Air Ambulance Trust (DAAT) has carried out a survey and approved the playing field as a night landing site. He will be providing us with costings for equipment that is needed for the lighting and the ~~Parish Council~~ will be responsible for contacting Western Power to obtain a quote for connection of power to the light. ~~This should be carried out with the agreement of the playing field committee.~~

RB
Playing field
committee

39.5 Play Area

A parishioner has written to the Parish Council suggesting if the landing site goes in the playing field the Parish Council should improve the access. Cllr Blakeman explained the planning application to carry out improvements and create a car park had expired through lack of funding. He suggested no further action until after the meeting of the playing field committee on 7th September 2018.

39.6 Emergency Assistance Volunteers

Deferred to the next meeting.

39.7 Remembrance Sunday

This item was covered during public speaking 37.1. Cllr Blakeman allowed a parishioner to speak and she mentioned Parish Councillors had, in the past, attended the Remembrance Day Service.

40. New Items

40.1 Neighbourhood Plan Group Chairman

Cllr Hedley had offered to resign as Project Leader of the NPG at the last meeting of the Parish Council. Cllr Blakeman proposed the Parish Council did not accept his resignation and that it should be left as a matter for the NPG. This was seconded by Cllr Williams who also suggested the Parish Council should give Cllr Hedley a vote of confidence. The motion was carried.

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- 40.2 First Aid Training
Cllr Williams cited an article in the Okehampton Times "Parish Council rethinking defib strategy" and the importance of learning CPR and rescue breaths in order to keep the patient alive until the Defibrillator arrives. CPR would give a victim of a cardiac arrest a significantly increased chance of survival. Training can be offered to parishes at a cost of £120.00 for 12 people, something which our rural area would benefit from. The Clerk was asked to put up a notice in the Parish Pump and notice boards to determine residents' interest. This was proposed by Cllr England and seconded by Cllr Blakeman, all in favour. **Action Clerk**
- 40.3 Planning Training
Cllr Hedley attended a planning training session regarding permission in principle (PIP) which is a new route to planning permission. In short, an application would obtain permission in principle first followed by the technical details and consent before permission to build is granted.
The new regulations came into force 1st June 2018. There is a new application form and a site location plan and a fee is required. The application has a target of period of 5 weeks for determination. Detailed plans, elevations or artist impressions are not required. There will be a publicity and consultation site notice of 14 days and a consultation period of 14 days, which could be extended for applications affecting listed building etc. The new PIP will not be a grant of planning permission and will expire after 3 years. If refused the decision can be appealed.
Cllr Hedley suggested the Parish Council puts in place new procedures in order that these new applications can be commented on in the 14 day timeframe. The Clerk was asked to check with DALC if the Parish Council is allowed to determine un-contentious applications via email. **Action Clerk**
- 40.4 Devon Air Ambulance Trust
This item was covered in 39.5

41. Planning

- 41.1 2406/18/FUL: Barn at SS605018 18 Holbrook Lane Exbourne for alternative fenestration for conversion of barn including the installation of prefabricated metal chimney.
Cllr Blakeman declared an interest and left the room.
Decision: Support
Comments: The Parish Council notes that prior approval has already been given for the building and it supports the latest designs that improve on the fenestration.
Proposed by Cllr Williams, seconded by Cllr England, all in favour. **Action Clerk**
- 41.2 2129/18/PDM: Coxwell Farm, Exbourne for notification for prior approval for proposed change of use of agricultural building to a dwelling house.
Decision: None
Comments: No comment
- 41.3 To discuss any applications which may have arisen between the date of the Agenda and this meeting: there were none.

42. Clerks Report

- 42.1 Correspondence
The following items of correspondence were discussed/reviewed:
42.1.1 WDBC: 2019/20 Local Government Finance Settlement – Technical Consultation
42.1.2 WDBC: Pre-application Process – Draft Consultation
42.1.3 Okehampton District Community Transport Group – Newsletter 58
42.1.4 Kier: notification of road closure

43. Councillors' Reports and Items for Future Agenda

- 43.1 Cllr Blakeman, a couple of residents mentioned what appears to be work on land opposite Downs Tenements and whether that should be something the Parish Council

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should be concerned with. Cllr England said this had already been reported to the Council, a reply had been received and all was in order.

44. Finance

44.1 Payments

The following payments were proposed by Cllr Williams, seconded by Cllr England, all in favour. **Action Clerk**

44.1.1 Clerks Expenses: August £60.48

44.1.2 The Burrow: NP Meetings £30.00

44.2 Review of the Bank Balance

During the last month the parish received two payments, the first was the HMRC VAT Reclaim of £506.01 and the second was a very generous donation amounting to £400.00 from a parishioner towards the Church Clock. The bank balance as of 15th August 2018 statement was £11,375.82. Outstanding payments, including the cheques above, amount to £133.48, giving the parish an actual balance of £11,242.34.

- 45 **Date of Next Meeting** – Councillors confirmed the date of the next meeting of the Council would take place on Tuesday 25th September in the Village Hall, Exbourne at 8pm.

With no further business, the meeting closed at pm

SIGNED AS A TRUE RECORD:  (Chair)

NAME: S. BLAKEMAN DATE: 28 August 2018