

EXBOURNE WITH JACOBSTOWE PARISH COUNCIL

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Minutes of a Remote Meeting
held via video conference on Tuesday 26th January 2021 at 8:00pm

Councillors Present: Steve Blakeman (Chair), Adam Hedley, Dave Stuart and Ian St John

Absent: Councillors Lawson, Cobb and Guy

In Attendance: Zena Tett (Clerk) and 1 member of the public

100. Welcome Address

Cllr Blakeman (Chairman) of the Parish Council, welcomed everyone to this remote meeting and in particular Toby Russell from the Air Ambulance Trust.

101. Apologies for this Meeting

Borough Councillor Lois Samuel sent her apologies.

102. Minutes of the Last Meeting

The minutes of the remote meeting held on 24th November 2020 were agreed as a true and accurate copy. Proposed by Cllr St John, seconded by Cllr Hedley, all in favour. These minutes will be signed at the next meeting to be held in the Village Hall.

103. Declarations of Interest

90.1 Cllr St John declared an interest against item 109.1 planning application.

104. Guest Speaker from Devon Air Ambulance Trust (DAAT)

Toby Russell, from the DAAT, spoke about his role in helping communities set up night landing sites across Devon. He works closely with Parish Councils to see if he can help to move things along or give advice and guidance. He explained that the DAAT use landing sites to deliver the service when it's dark. His intention for attending tonight's meeting was to revisit and catch up with the Parish Council to see how the project is moving along as Exbourne is planning to use the playing field as a landing site. He said each site is surveyed by DAAT and one of the key requirements is lighting and they are currently looking at the lighting solution that can be deployed at the playing field in Exbourne. One of the nuances is that the site is immediately next to the main road and there were questions on where an ambulance could safely park nearby. There are concerns over the speed of the traffic along the road and they would need to get the ambulance off the road for that reason. DAAT can provide a grant to help with the project which is provided by the Department of Culture and Media Sport.

The quote for the proposed works to the car park in the field was discussed. It was felt a much more limited scheme would be required for there to be a realistic chance the community could raise the funds that would not be covered by grant monies. Cllr Blakeman would seek to produce a revised scope of works and obtain a revised quote.

Action Cllr Blakeman

105. Public Speaking Time

105.1 None.

106. Borough Councillor Report

Borough Councillor Lois Samuel was unable to attend however, she forwarded the following report:

Covid 19 has caused financial strain for all Councils up and down the country where Councils find themselves being caught in a 'perfect storm'. Councils have to manage both the increased costs of coping with Covid19 and supporting vulnerable people in the community and the loss of key income streams such as car parking income and council tax income.

The factors affecting the Council's finances are issues affecting the whole Local Government sector. The Council is well-placed to meet the financial challenges arising from Covid19, due to its prudent financial management over previous years.

Due to the rapidly changing financial position, the Council is now undertaking monthly revenue budget monitoring reports (as opposed to quarterly). The latest revenue budget monitoring report predicted a budget shortfall of £0.501 million for 2020/21.

We continue to support the community through the latest lockdown and to deliver our services in challenging circumstances. The business grants team are working incredibly hard and our COVID Compliance Officers continue to offer support for business and reassurance for the public. We've had a focus on supermarkets this week which, with such a high footfall during lockdown, are a potential source of infection. I'm pleased to say that our team have reported back that they are doing a pretty good job and following the guidelines.

Update on GRANTS

There are 5 grants that Central Government has asked us to administer and these can be found on our website.

Housing Strategy

The consultation on the draft housing strategy closes on 1 February.

After this time, we will consider any changes required from the responses, before the next rounds of Committee and then hopeful adoption at full Council in March.

We would like to encourage our parishes, neighbourhood groups or any interested individuals to complete the survey and share the links widely.

Engagement is challenging at this time. Any boost you are able to give will help us understand if the priorities we have set are the right ones for our residents and communities.

Have Your Say on Housing Priorities - West Devon Borough Council

If you have anything you need to talk to me about, then please feel free to contact me on 07976 780635 or do please email me on cllr.lois.samuel@westdevon.gov.uk

107. Matters Arising

107.1 Maintenance of Parish Assets

At a previous meeting it had been reported that the VAS (Vehicle Activated Sign) located at the end of the village was not working. Cllr Blakeman advised Councillors at the last meeting that the sign had been taken down and parts removed so it appeared it was in the process of being fixed. This was still the case.

107.2 Air Ambulance Planning Application

This item was discussed in 104.

107.3 Clerks Vacancy

Cllr Blakeman confirmed that two applicants had applied for the position and confirmed remote interviews would take place. He asked for Councillors to volunteer to take part in the interview process. The Clerk was asked to arrange the meetings and to advise Councillors. **Action Clerk**

107.4 Neighbourhood Plan

Cllr Hedley reported that the Neighbourhood Plan Group were currently in the process of preparing for a community consultation on sites which they are hoping to undertake towards the beginning of March. They are, however, waiting on a site viability study from WDBC before this can be carried out. They intend to carry out a lot of publicity leading up to it and they have engaged Devon Communities Together who helped with previous consultation. Their services are being paid out of NP Grant funding.

107.5 P3 Co-ordinator

Cllr Blakeman said that no one had come forward to date to take on this position, however, one parishioner had offered to walk the paths and notify the Parish Council of any works that need to be carried out. Cllr Stuart proposed the position be offered to the parishioner, seconded by Cllr St John, all in favour. **Action Cllr Blakeman**

107.6 Exbourne Conservation Area

Parish Councillors decided to wait until the website was up and running before further discussion.

107.7 Planning Contraventions

The Clerk confirmed that the caravan had been reported to WDBC, Cllr Blakeman to report using the interactive map online. **Action Cllr Blakeman**

108. **New Items**

108.1 Pump & Cycle Track

Cllr Blakeman advised Councillors that a survey had been carried out by the parishioner who requested the Cycle Track. Councillors discussed how this would impact the community. Cllr Hedley proposed the Parish Council support the Pump & Cycle Track in principle. The Clerk was asked to write and thank the parishioner for the survey they had taken the time to put together. The Parish Council doesn't have a lot of funds, however, they are keen to support in any way they can; this would include helping with the planning process and the planning fee in addition to a small donation towards construction costs. **Action Clerk**

109. **Planning**

109.1 3636/20/FUL: Coxwell Farm, Exbourne. Proposed Barn Conversion

Comments: The Parish Council supports the principle of the conversion of the building but would suggest that the fenestration could be dealt with more in line with the local authorities supplementary planning document.

Decision: Support

Proposed by Cllr Blakeman, seconded by Cllr Stuart, all in favour. **Action Clerk**

109.2 3302/20/HHO: Ruddle House – Revised application.

Comments: The Parish Council welcomes the reduction on the width on which they feel is an improvement of the extension but would prefer to see the eaves lowered so that the extension is more subservient with respect to the original building. It also appears that either this drawing or the previous application drawing shows the main building having a differing length in relation to the western end and the extension projects further in the southerly dimension than the previous application.

Decision: Object

Proposed by Cllr Stuart, seconded by Cllr St John, all in favour. **Action Clerk**

109.3 3998/20/TEX: Manor Gardens, Exbourne. To note the decision made by WDBC to grant exemption for the proposed works set out in the application.

109.4 4299/20/HHO: Rosemary House. Householder application for insertion of window in garage door opening to create TV lounge and erection of porch over utility doorway.

Comments: No comments.

Decision: Support

Proposed by Cllr Blakeman, seconded by Cllr St John, two neutral. **Action Clerk**

109.5 To discuss any applications which may arise between the date of this Agenda and the date of the meeting.

109.5.1 0007/21/LBC: Glebe House Cottage. Retrospective listed building consent for replacement of one dining room and two bedroom windows with utile hardwood windows.

Comments: The planning authority recently approved double glazed windows in an application and we would support the same.

Decision: Support

Proposed by Cllr St John, seconded by Cllr Blakeman, all in favour.

Action Clerk

109.5.2 3777/20/TPO: Manor Gardens. To note the decision made by WDC to grant consent for this application.

110. **Clerks Report**

110.1 Correspondence

Apart from the usual bulletins which have not been listed, the items below had been circulated prior to this meeting and were noted/reviewed:

110.1.1 WDBC: application to name a new street

110.1.2 Citizens Advice Bureau: Thank you for the donation.

110.1.3 Poppy Appeal: Thank you letter for donation.

111. **Councillor's Reports and Items for Future Agenda**

111.1 Cllr Stuart mentioned an email that the Parish Council had received from a parishioner about a planning breach at Wood Close. The Clerk was asked to write to WDBC planning and ask them to investigate. **Action Clerk**

112. Finance

112.1 The following payments were proposed by Cllr Blakeman, seconded by Cllr St John, all in favour. **Action Clerk**

112.1.1	Clerks Expenses	£25.00
112.1.2	NPG Zoom Monthly Subscription INV60545369	£14.39
112.1.3	Stuart Todd Associates NP Services	£652.04

112.2 Budget

Cllr Hedley explained the budget that had previously been distributed to Councillors. Cllr Stuart raised the subject of funding for Lengthsman Works and it was decided to add this item to the next Agenda for further discussion. The Budget was proposed by Cllr Hedley, seconded by Cllr Stuart, all in favour. **Action Cllr Hedley**

112.3 Bank Balance

The balance in the account as of 15th January 2021 was £14,962.16. There are outstanding payments which amount to £691.43 which gives a total of £14,270.73 once these payments have gone through.

113. Date of Next Meeting

The next meeting of the Parish Council will be held on Tuesday 23rd February 2021 at 8pm which will take place remotely.

With no further business, the meeting closed at 9:50pm

SIGNED AS A TRUE RECORD: (Chair)

NAME: DATE: