

EXBOURNE WITH JACOBSTOWE PARISH COUNCIL

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Minutes of the Parish Council Meeting held on Tuesday 26th November 2019
at 8:00pm in the Village Hall, Exbourne

Councillors Present: Steve Blakeman (Chair), Adam Hedley (Vice Chair), John Guy, Brian Cobb, Dave Stuart, Ian St John and Borough Councillor Lois Samuel

In Attendance: Zena Tett (Clerk) 4 and members of the public

84. Welcome

Cllr Blakeman, Chairman of the Parish Council welcomed everyone to the meeting.

85. Apologies for Absence

Cllr Lawson made his apologies.

86. Minutes of the Last Meeting

The minutes of the meeting held on 29th October 2019 were agreed and signed as a true record: proposed by Cllr Hedley, seconded by Cllr Stuart, all in favour.

87. Declarations of Interest

There were none at this time.

88. Public Speaking Time

88.1 A member of the public asked if anything can be done about the parking on the High Street adjacent to Rookery Cottage. Cllr Blakeman asked the Clerk to write to the Primary School explaining the Parish Council had received a complaint that cars were parked close to the corner during school hours. **Action Clerk**

89. Co-opt a Parish Councillor

Ian St John explained that he lives with his wife at Lower Narracott, just outside Exbourne, moving here approximately three and a half years ago after retiring from the Surrey police as an Inspector. In the police he had a number of dealings with Parish, Borough and County Councils and, whilst his experience was as a partner agency, he felt it did provide him with some background knowledge of each organisation's business. Living just outside the village, he feels he is in a good position to support the council and be able to give a balanced viewpoint without undue prejudice or conflict of interest. Cllr Blakeman proposed Ian St John be co-opted onto the Parish Council, this was seconded by Cllr Hedley, all in favour. The Clerk was asked to forward all relevant paperwork to be completed. **Action Clerk**

90. Borough Councillor Report

Borough Councillor Lois Samuel reported everyone should have received a letter setting out the new changes of additional items that may be recycled from 2nd December 2019. Please note, however, that although additional items such as plastic pots/tubs/trays (yoghurt pots, soup pots, margarine and ice cream tubs and ready meal trays), aluminium foil, food and drink cartons and household printer cartridges, can be collected they are unable to recycle any type of black plastic.

Cllr Samuel also explained one of WDBC aims is to improve the customers experience with the council. They have done a customer satisfaction survey recently and although the results are still being analysed, she is delighted to say that there is improvement across almost every measure. This is a great achievement considering the Institute of Customer Services own report showed that nationally, all sectors saw a reduction in customer satisfaction. The combined South Hams and West Devon scores showed that;

- There was a 12% increase in getting it right first time
- A 13.5% increase in those customers who reported that they had no complaints or problems with their requests

5/12

- A reduction of 10.8% of those customers who had to complain
- An increase in satisfaction across all channels of communication including; an 8.5% increase for phone contact and a 7.7% increase in satisfaction with their website

Cllr Samuel was hoping to give the Parish Council an update report with the councils budgets, however these figures are not out yet due as the early December hub and council meeting had been postponed until 17th December because of the elections. She could, however, share that the predicted budget gap for 2020/21 is looking like £0.225 million and the aggregated Budget Gap £2.49 million over the next five years. Although the budget gap its closing, there is still some work to do over the next few years.

91. **Matters Arising**

91.1 Neighbourhood Plan

Cllr Hedley reported that external consultants are progressing with work on the housing needs and development site assessments and the Neighbourhood Plan (NP) Group are hoping to receive their reports by early January then move forward with site choices.

The NP Group are about to send out a community newsletter update on housing, setting out the results of the 'Call for Sites' exercise, and they are beginning work drafting parts of the NP that are not focussed on housing. At the next NP Group meeting, the North Tawton NP chairman is attending and the group is hoping to learn from her experience with the site allocation process.

91.2 Maintenance of Parish Assets

Cllr Blakeman reported no change on this item.

91.3 Devon Air Ambulance

Cllr Blakeman reported no change on this item.

91.4 Village Hall Funding

Cllr Hedley reported that the Village Hall have been struggling to raise funds to meet their costs and, several months ago, asked the Parish Council to help with the costs of their insurance. Parish Councillors had previously discussed the option of raising the precept (every £100.00 spent by the Parish Council towards community projects would cost each band D household £0.46) in order to cover the regular funding of the Village Hall. This was discussed further and it was agreed that the Village Hall was a valuable community asset, which deserved the Parish Council's support. Cllr Hedley proposed the budget for the 2020/21 precept should include an amount to cover the Village Hall's insurance which is £632.16. This was seconded by Cllr Cobb, all in favour. **Action Cllr Hedley**

91.5 Code of Conduct

Cllr Hedley explained that a question had been raised at a previous NP meeting about whether group members, who have a conflict of interest, should be able to speak at a meeting. Cllr Hedley reported that the legal team at WDBC had simply advised him to ensure the NP Group were conducting their meetings in line with their own terms of reference. This would seem to apply to the Parish Council as well. The Exbourne with Jacobstowe Parish Council Code of Conduct says that, if there is a conflict of interest, then the member of the Parish Council with the conflict can speak as a member of the public but must leave the room when the item is discussed. Cllr Hedley said that the NP Group had not yet discussed the advice but should continue following Parish Council rules. The Clerk was asked to ensure the Parish Council's Code of Conduct was up to date. **Action Clerk**

92. **Planning**

92.1 3667/19/LBC

Style Farm, Jacobstowe: application for listed building consent for extension to lean to utility to create new porch with wc.

Comments: The Parish Council would support this application as the extension is subservient to the main dwelling and does not harm the character of the listed building.

Decision: Support

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

92.2 Additional Applications

There were no additional applications made prior to this meeting.

93. **Clerks Report**

93.1 Correspondence

The correspondence listed below was reviewed and any comments were noted.

SAB

- 93.1.1 Citizens Advice Bureau: request for funds – Cllr Hedley felt it was a service that has demonstrated it was widely used by the community and Cllr Blakeman proposed a grant of £100, seconded by Cllr Cobb, all in favour. **Action Clerk**
- 93.1.2 WDBC: notification that the Parish Council may now co-opt a new Parish Councillor
- 93.1.3 West Devon Hub Committee: minutes
- 93.1.4 Rural Services Network: November Edition
- 93.1.5 Sports for all Ages: proposed local community sports centre North Tawton
- 93.1.6 WDBC: General Election Notice
- 93.1.7 WDBC: Parking for Christmas Shoppers
- 93.1.8 DALC: Report of HATOC Meeting
- 93.2 Register of Interests
In the absence of Cllr Lawson, this item was deferred until the next meeting.

94. Councillors Reports and Items for Future Agenda

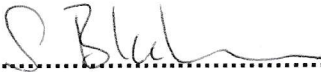
- 94.1 Cllr Blakeman mentioned the new Councillor Courses to Cllr St John and asked the Clerk to provide information before the next meeting. **Action Clerk**
- 94.2 Cllr Hedley suggested a screen is purchased. Cllr Samuel advised there may be a spare screen and would look into it. If this was not the case, Cllr Hedley was given a budget approval of no more than £100 to purchase a screen. This was proposed by Cllr Blakeman, seconded by Cllr Hedley, all in favour. **Action Cllr Hedley**
- 94.3 Cllr Hedley asked the Clerk to forward a list of the rolls fulfilled by other Councillors to Cllr St John to see if he would be interested in any. **Action Clerk**

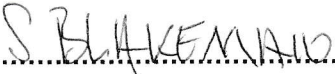
95. Finance

- 95.1 The following payments were agreed: proposed by Cllr Blakeman, seconded by Cllr Cobb, all in favour. **Action Clerk**
 - 96.1.1 Clerks Expenses £30.50
 - 96.1.2 Clerks Salary Oct - Dec £634.20
 - 96.1.3 Visunext: projector £302.00
- 95.2 Bank Balance Review
The balance in the Parish Council Account on 15th November 2019 was £16,032.62. There are outstanding transactions which amount to £1,162.20, giving the parish an actual balance of £14,870.42 once these payments have gone through.

- 96. **Date of Next Meeting:** Councillors confirmed the next meeting of the Council will take place on Tuesday 28th January 2020 in the The Village Hall, Exbourne at 8pm.

With no further business, the meeting closed at 8:35pm

SIGNED AS A TRUE RECORD:  (Chair)

NAME:  **DATE:** 28 January 2020