## **IPPLEPEN PARISH COUNCIL**

## **Minutes of Meeting held at Ipplepen Millennium Centre**

## **On Tuesday 04th April 2017**

## **In attendance**:

## Coun.Tompkins (In the Chair) Coun.Smith

## Coun.Mrs.Northwood Coun.Carnell

## Coun.Tomkinson Coun.Farrow

## Coun.Mrs Wilson Coun.Mrs.Hutchings

## Coun.Palethorpe

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## Mrs.F.Olding Parish Clerk

Coun.Dewhirst Absent

## 179) **APOLOGIES:** - Coun.Calland, Coun.Dewhirst. The Clerk confirmed that the Chairman, Coun.Tompkins would be a little late.

## 180) **DECLARATIONS OF INTEREST** – No declarations of interest

## 181) **MINUTES OF THE LAST MEETING**

Minutes of the meeting held on Tuesday 07th March, 2017 were approved and signed by the Vice-Chairman.

## 182)enH

## **MATTERS ARISING** - information from the Clerk

**Solicitor Items**

**RegistrationTitle of Land Owned by the Parish Council at the Recreation Ground –** The drawing of land in the recreation ground was approved. An invoice had been received, which also included the bowling club work. **Action: The Clerk to request an itemised bill to enable the bowling club to pay their section.**

**Scout Lease –** Copies of the new Lease have been received. However, it would now appear that the Lease has to be registered with the Land Registry. The Scouts wish to do this themselves to avoid any further solicitor bills. **Action: The Clerk to advise the solicitor accordingly.**

**Bowling Club** – Coun.Mrs Northwood confirmed that she had spoken with the Solicitor and has requested that they return the death certificates etc. and will deal with the matter herself to avoid any further costs. **Action: Coun.Mrs.Northwood.**

**Devon Air Ambulance Night Landing Site ­–** Confirmation had been received that we have been awarded £2,577.51 for installation of the lighting. **Action: The Clerk to contact Toby Russell to arrange a meeting with the Chairman of Amenities to discuss the way forward as we now have enough funding to proceed.**

**New logo for Parish Council** – Completed

**Adult Exercise Equipment** – Coun.Mrs.Northwood has now applied for the awarded grant of £1,000 from Tesco and has had confirmation from South Devon & Torbay Community Grants Fund that we have been successful with our application and have been awarded £655.00 towards this project. A vote of thanks was given to Coun.Mrs.Northwood for her work on getting both these grants.

**Chapter 8 Training** – Four members will be attending the Chapter 8 training on 18th-19th April. The remaining two will attend when spaces become available. Coun.Carnell has purchased the necessary kit from the £1,000 Highway Community Enhancement Fund.

**Survey of Open Spaces** – Still to be completed by Coun.Smith

**Southern Timber** – Coun.Dewhirst had forwarded a copy of an email from Steve Hobbs, the Senior Planning Enforcement Officer for TDC, which advised that he had visited the site and was able to assess the extent of the works carried out to alter the ground levels. A planning application for the works is required. With regard to the crushing of the rock this should now be completed.

**Rural Aid –** Notification of requests for Rural Aid has appeared in the magazine, the closing date is a little tight as it is the day after the next Parish Council. Therefore the Clerk will inform members of any applications received prior to the meeting to enable a decision prior to the meeting. Councillors to consider the possibility of applying on behalf of the Parish Council for funding towards the DAA lighting, new junior swings (to include a disabled one), or the Adult Exercise equipment. It was felt that the swings would be the best option.

183) **CORRESPONDENCE** – The Clerk

## a)**Items from Devon County Council:-** No items this month

## b) **Items from Teignbridge District Council & Teignbridge CVS**

Monthly update – Special Edition concerning fly-tipping

Poster advertising a guided history tour of Forde House on 23rd April at 2pm

Notification of Concessionary Rate Relief on the Clampitt Road Toilets and Millennium Centre

(The Clerk to notify TDC when the toilet block at the recreation ground is completed)

Information about Recycling Food Waste – From 1st April residents will be able to line their kitchen caddy or food waste container with any type of plastic bag.

The Rural Skip has been booked for 3rd February 2018

## c) **Items from DALC/DCT:-**

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Newsletter for April – The Clerk pointed out that several new legal topics have been issued. The Clerk has printed off one set of Hard copies to enable Councillors to read and pass on. Any comments that need to be noted to be discussed at the next pc meeting.

d) **News from the Police:**  No comments received this month

## **Other items received:**

e) An email had been received from Scout Group requesting a letter of permission for sub-letting the Scout Hut which was discussed and agreed with Coun.Smith when forming the new lease. A letter had therefore been written and was signed by the Chairman.

f) An email had been received from Bryan Elliott, our tree advisor, requesting permission to replace the dead trees in the Millennium Woodland plantation. This was agreed unanimously.

g) A letter had been received from a young parishioner requesting whether the junior swings were ever going to be reinstated. **Action: The Clerk to write back and confirm the matter is in hand and will happen soon.**

## 184) **REPORTS FROM OUTSIDE BODIES**

## **Millennium Centre** - Minutes of the meeting held on 28th March, 2017 were taken as read. There were no matters arising. Coun.Carnell mentioned that the drain had been blocked recently, and this had been attended to.

**TALC** – Minutes of the meeting on 26th January, 2017 had been circulated to all members. Coun.Carnell had sent apologies for the meeting held on 30th March.

**Village Hall Committee** – No comments this month

**Football Club** – The meeting due on the 3rd April and been postponed.

**Community Fund** – Next meeting due to be held on 27th April, 2017

**Stonecombe Quarry Liaison Group** – A meeting was held on 29th March 2017 at which Coun.Smith attended on behalf of the Parish Council. He reported that the target remains at 430k tonnes and road sweeping is now twice per week. The Minerals Plan has now been adopted with no specific issues regarding Stonecombe Quarry.

185) **DISTRICT & COUNTY COUNCILLOR’S REPORT** – Coun.Dewhirst was absent from the meeting due to the forthcoming County election. However, with regard to District matters, Coun.Dewhirst had advised that the tree officer at TDC is getting concerned about village trees and although this is a topic that could be discussed under the Neighbourhood Plan it is also something that the PC could highlight beforehand, perhaps after the Annual Meeting in May. The tree Officer would be happy to come out and discuss his concerns with a group of Councillors and make suggestions.

186) **PLANNING** – Chairman of Plans Committee Coun.Farrow

a) The Minutes of the Plans meeting held on 22nd March 2017 were approved and taken as read.

b) **Grants/Refusal of Planning permission**. It was agreed in future, that any grants or refusals would be shown on the agenda and listed in the Minutes. The Clerk will forward copies to all members to enable them to comment if necessary at the meeting. This should save a great deal of time at the PC meetings in the future. Any applications received will still be discussed at the full meeting or plans meeting to ensure that our comments are received with in the 21 day timescale.

**Decisions received:**

Bulleigh Barton Farm – Change of use and conversion of agricultural building to use classes B1 (Business and B8 (Storage or Distribution) - **Granted**

c) **Applications** **discussed:**

**17/00630/LBC (drawings received)** Extension to existing dwelling, and sub-division for the creation of two dwellings and the construction of detached garage and access at Little Swallows, Blackstone Road.

**Comment:** IPC have no objection to this application.

**17/00517/FUL (Portal)** Vehicular access and off-street parking at the Old Grange, Bridge Street.

**Comment:** IPC object strongly to this application as the adverse impact on the conservation area is not justifiable and is not in the interest of road safety, in fact it could potentially exacerbate the problem for both pedestrians and motorists, at the narrowest part of Bridge Street that does not have a footpath on either side.

**17/00623/VAR Comment sent to TDC following Site visit at:** Bramley Equestrian, Moor Road for variation of condition 1 on planning permission 15/02466/VAR to change number and position of stable doors include flue and add glazing to gable ends.

1. There has been no written justification for the variation with the application; therefore the original permission should be complied with in all respects.
2. The variation is inappropriate in view of the stated use of the building.
3. The Isolation Unit, even if it had been constructed according to the approved plans, has a very dominant impact upon the skyline of the village and impacts poorly with the rural nature of its setting; with the variation the situation is made worse.

Should Teignbridge District Council be of a mind to approve the Variation, IPC would wish the following conditions be made:

1. The use of the Isolation Unit should be for equine use ony and not be used for any other purpose.
2. In the event of the Isolation Unit ceasing to serve its purpose, the unit should be demolished and the site reverted to its original use.

187) **AMENITIES** – Chairman of Amenities, Coun.Carnell

The Minutes from the meeting held on 14th March 2017, were approved and taken as read. Matters arising from the Minutes as follows:

**Toilet Block Update** – Work is well on the way with the following matters still to be followed up:

1. Plaque to be ordered from DCC acknowledging support of Investing in Devon. **Action:Clerk**
2. Time lock for doors **Action: Coun.Carnell is obtaining prices**
3. Cleaning **Action: Clerk to advertise in magazine etc. for a local person to clean both Clampitt Road and Recreation Ground public toilets.**
4. Insurance **Action: Clerk to ring insurance company to have building put on the list.**
5. Risk Assessment **Action: Amenities**

c) **Skate Park** –Work almost completed **Action: Coun.Carnell**

d) **Basket Ball Back Boards –** Will be fitted as soon as possible.

e) **Play Safety Surface –** Done, vote of thanks to Coun.Carnell & Coun.Palethorpe

g) **External Painting of Public Toilets** – Work Completed

h) **Football Club** – The Councillors discussed the Inspection Report at great length. The report will now be sent to the Football Club and it was agreed to invite members of their Committee to the next PC meeting to report on progress on what has been done during the month of April. In the meantime the draft email to Mr.Joint concerning the removal of the container etc. still left on the site to be sent.

i) **Repairs to Play Equipment** – The parts have been ordered, repairs still to be done. Also Southern Timber to be contacted concerning the posts on the summerhouse in toddlers play area. **Action: Amenities.**

j) **Handyman’s Appraisal**: Duties to remain the same. However, it was felt that a more stringent weekly inspection of the play equipment was needed as the equipment is now over 10 years old. **Action: The Clerk to prepare a tick list.**

**Allotments –** The allotments were inspected, prior to the bills being sent out, by Coun.Carnell and the Clerk. Half a dozen were found to be in need of attention and letters have been sent to the tenants concerned. Two plots have become vacant, one of which has already been taken up leaving one vacant, which will be mentioned in our magazine report and our next newsletter. The Clerk to check that our insurance company is aware that we own allotments. Also a Risk Assessment for the boundary, paths etc. needs to be done. **Action: Clerk to deal with insurance aspect, Amenities to deal with Risk Assessment.**

188) **FINANCE & PERSONNEL** – Chairman of Finance Coun.Smith

**Balance Prior to 31st March 2017 £ 12,393.08**

Donation towards New Scout Lease from Scouts £ 700.00

Transfer from Reserve for Toilet Block and skate park repairs £ 12,161.00

**Balance including o/s VAT refund of £15,845.91 £ 41,098.99**

**Invoices Received and Approved prior to 31.3.17** **£ 7,832.53**

**Yr. End Balance incl. o/s VAT refund £ 33,266.46**

**Reserve Account**

**Balance Yr.End 31.3.17 £ 47,039.95**

**Overall Total for Yr.End.31.3.17 £ 80,306.41**

**Balance from 1st April 2017 £ 33,266.46**

**Invoices Received and Approved after the 31.3.17** **£ 14,685.00**

**Balance £ 18,581.46**

**Reserve Account**

**Balance £ 47,039.95**

**Overall Total £ 65,621.41**

**Items discussed:**

Out of the blue we have received an invoice from DCC for £4947.01 (no vat has been charged). I queried the invoice with DCC and it turns out that it is for the Caunters Close Flooding work, which took place during 2015.The money set aside for this project was £2,000 but was transferred to assist in paying the SWH bill for the Clampitt Road footpath as we had not received an invoice and assumed (wrongly as it turns out!) that DCC were not going to charge us. On looking back the cost agreed at the time was £3,491.00 so the invoice is way over. **Action: To dispute with DCC the extra cost and the length of time before they have sent the invoice.**

189) **HIGHWAYS & RIGHTS OF WAY** – Coun.Smith

a) The Minutes from the Highways Meeting held on 23rd March 2017 were approved and taken as read.

b) **Wellie Bus Shelter**  - Up to date quote has been requested with a view to placing the order very soon.

c) Coun.Smith advised that the driveway splay into Sorrento, Newhayes has broken away by cars pulling to let vehicles coming from the other direction. As Newhayes is due to be micro surfaced in this new financial year 2017/18 DCC have agreed to pay 50/50 with the Parish Council to get this repaired.

**RESOLUTION:** It was proposed by Coun.Smith, seconded by Coun.Farrow and agreed (2 abstentions) that we obtain quotations for repairs to the damaged entrance at Sorrento, Newhayes with the work being done on the basis of DCC funding 50% and the Parish Council the remaining 50%.**Action: Coun.Smith to obtain the quotes.**

d) The Next Highways meeting has been provisionally booked for the 11th May, 2017.

e) A letter to be written to the Co-op advising that their delivery lorries are coming in to the village the wrong way, they should be entering along Clampitt Road.

190) **NEIGHBOURHOOD PLAN**

A meeting had been held on 30th March 2017 and the notes had been distributed to all Councillors.

The main **objectives** based on planning were agreed as being:

Housing

Character and appearance

Employment

Car Parking

Community Buildings

Accessibility

The next step is to outline the **Aims** for the above. Four members of the Steering Group are going to meet within the next couple of weeks with a view to discussing the aims and to organise with David Kiernan of **TDC** in producing A1 posters etc. to display at the forthcoming Village Show. The next main meeting of the Steering Group will be held on 23rd May at 7pm.

191) **ITEMS LEFT ON THE TABLE** – Available from the Clerk

192) **OPEN FORUM** – A parishioner mentioned that the lamp along Church Path has branches obscuring the light. **Action: A letter to be sent to the owner requesting that they trim the branches in the interest of public safety.**

193) **DATES OF NEXT MEETINGS:**

Amenities Meeting 11th April 7pm at Mill.Centre

Plans Meeting 19th April 7pm at Mill.Centre

**Parish Assembly 20th April 7.30pm at Mill.Centre**

Community Fund 27th April 7.30pm at Mill.Centre

**Annual Meeting 02nd May** 7pm at Mill.Centre

Highways Meeting 11th May 6.30pm at Mill.Centre to be confirmed

MCMC 16th May 6.15pm at Mill.Centre

**Neighbourhood Plan 23rd May 7pm at Mill.Centre**

**Parish Assembly 20th April 7.30pm at Mill.Centre**

Meeting Closed at 9.30 pm