## IPPLEPEN PARISH COUNCIL

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

## **On Tuesday 05th January, 2016**

## **In attendance**:

## Coun.Mrs.Northwood (In the Chair) Coun.Smith

## Coun.Carnell Coun.Farrow

## Coun.Mrs.Calland Coun.Henderson

## eCoun.Mrs.Cleasby Coun.Mrs.Hutchings

## Coun.Tompkins Coun.Mrs.Wilson

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## Mrs.F.Olding Parish Clerk

Coun.Dewhirst District & County Councillor

## 130) **APOLOGIES** – No apologies

## 131) **DECLARATIONS OF INTEREST** – No declarations of Interest

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

Minutes of the meeting held on Tuesday 1st December, 2016 were approved and signed by the Vice-Chairman.

## 133)enH

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

152b) **RegistrationTitle of Land Owned by the Parish Council at the Recreation Ground –** On-going. **Action: The Clerk**

123h) **Community Defibrillator –** On-going, the Clerk had approached the Health Centre and although they would not object to siting one on their outside wall, felt it would be a much better option to have it outside the Village Hall or new Public Toilets. **Action: Coun.Calland to approach Village Hall once more.**

12g) **Ipplepen Primary School –** Our Solicitor had read through the Tenancy Agreement and requested the current position as to who currently has the right to occupy and on what basis. It was agreed that the Millennium Centre is a Community Building managed by the MCMC, in accordance with Item 4 on the First Schedule. **Action: The Clerk/Solicitor**

58g) **Fire Risk Assessments for Mill.Centre & Football Pavilion –** The Football Club has not carried out our request, therefore we have no alternative, but to request Argos Fire Protection Ltd to carry out the Risk Assessmentand invoice the Football Club. The Clerk will advise the Football Club of our action and also advise that a Member of the Parish Council would like to attend the next meeting of their Committee in an effort to ascertain why we do not get any response from our various requests etc. It was also mentioned that as Landlords of the Football Pavilion we should have a key to the building. It was also agreed to set up a Maintenance Contract with Argos Fire Protection to cover the Millennium Centre, Football Club and the Public Toilets. **Action: The Clerk/Amenities**

63a) **Scout Lease** – A Draft has now been received from our Solicitor, therefore a meeting will be arranged with the Scouts to discuss the minor changes. **Action: The Clerk to arrange. Coun.Smith to also attend meeting.**

109c) **Football Club Planning Issue** – No reply received as yet concerning the door that has been put in the back of the pavilion without permission.

111) **Overgrown Hedges** – Now in the hands of DCC.

124d) **Public Toilets –** The new flooring is due to be done within the next few weeks. A notice will be put in the February magazine, advising that the toilets will be closed for one week and notices will be put on the outside in advance once the firm date of closure is known. The Clerk to inform the cleaner.**Action: The Clerk/Amenities**

133a) **New Logo for Parish Council** – Coun.Smith and Coun.Henderson to get together on this task, for approval at the next full Parish Council Meeting.

133b) **Parish Assembly** – It was agreed unanimously to hold the next Parish Assembly at the Millennium Centre.

134) **DISTRICT & COUNTY COUNCILLOR’S REPORT** – Coun.Dewhirst

**TDC Matters** – The Government have announced a consultation on draft changes to the National Planning Policy Framework (NPPF). The NPPF is government’s key statement of planning policy and must be taken into account in the preparation of development plans and may be a material consideration when making decisions on planning applications. The consultation document can be read on <https://www.gov.uk/government/consultations/national-planning-policy-consultation-on-proposed-changes>

**County Matters –** Vital improvements to one of Exeter’s busiest commuter routes are due to start in mid February. The 14 month scheme to widen Bridge Road in Exeter, is to develop two continuous outbound lanes from Countess Wear to the Matford roundabout. Delays are inevitable, so parishioners are recommended to use a different route if possible throughout 2016! The new South Devon Highway is now open. There will be some further work required to finish off the project, including landscaping and surfacing of local roads surrounding the new highways, which will continue into 2016.

135) **CORRESPONDENCE** – The Clerk

## a) **Items from Devon County Council:-**

**Community** News Roundup December 2015

News on Flood Risk Advice to include in Neighbourhood Plans

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

Consultation on Community Infrastructure – Draft revisions to be found on [www.teignbridge.gov.uk/cil](http://www.teignbridge.gov.uk/cil)

Comments need to be returned by 13th January, 2016 **Action: The Chairman will look through this document.**

**Rural Skip** will be held on Saturday 6th February 2016 at the Layby on Biltor Road (outside the Primary School) from 10am until 4pm

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

Devon Communities together have supplied a free First Aid kit to all Parish Councils who are members. The Clerk will keep this item for future events etc.

d) **Items from the Police:** No items to report this month

## **Other items received:**

e) **Allotments** – Two tenants have handed in their notice. **Action: The Clerk will contact the parishioners on the waiting list in due course.**

f) **South Devon Highway** – The Final monthly bulletin. A formal opening ceremony is planned when the project is fully complete i.e. the landscaping etc.

g) **Various** **Flooding Issues along the A381** – Coun.Dewhirst confirmed that these were all in hand with DCC Highways, and will be given priority once areas where people have had their houses flooded is sorted.

h) **Fallen Tree/Tremlett Grove Stream –** A vote of thanks was given to Roger Carnell & Richard Henderson for their prompt attention to the fallen tree along Clampitt Road and to Roger Carnell & Dave Cartwright for clearing the grids at the Tremlett Grove Stream. A letter to be sent to Mr.Clyne as the now owner of the strip of land where the stream runs to advise that they are now responsible for keeping this clear. **Action: The Clerk**

i) **Ipplepen Carnival Club**  has kindly donated £200 towards the new Toilet Block. **Action: The Clerk to send a thank you letter.**

j) **Queen’s 90th Birthday** – It was agreed that the Parish Council would run a **‘Picnic in the Park’** (weather permitting)event to commemorate the Queen’s 90th Birthday on Sunday 12th June. A request for volunteers to be put in the Feb. magazine with a view to having a meeting during that month. **Action: In the meantime, the Clerk to approach Jack Wood to establish if he is free on that date to do the music. (Done and duly booked for afternoon and evening) Also, Hunters Brewery to be approached regarding a beer tent.**

## 136) **REPORTS FROM OUTSIDE BODIES**

## **Millennium Centre**

The last meeting was held on Tuesday 8th December. There were no matters arising.

**TALC** – Next meeting due on 28th January, 2016 at Forde House, 7pm

**Village Hall Committee** – Nothing to report

**Ipplepen Community Fund**

The next meeting is due to be held on 3rd March, 8pm at the Mill.Centre

137) **APPROVAL OF WINTER NEWSLETTER** – This was approved unanimously with a few minor alterations needed.

138) **PLANNING** – Coun.Tompkins

a) Grants of Planning permission etc.were read out.

b) **Appplications discussed** **as follows:**

**15/03386/FUL –** Erection of an agricultural building to provide winter housing for livestock and storage of feed materials at Blair Hill, Bickley Road, Ipplepen.

**Comment:** Ipplepen Parish Council have no objection to the proposed development

(Unanimous decision).

**15/03362/FUL** – New porch with pitched roof at 15 Bowden Road

**Comment:** Ipplepen Parish Council have no objection to the proposed development (Unanimous Decision).

139) **NEIGHBOURHOOD PLAN** – The Chairman

The Next stage is to look through all the information received from the various Road Show Exhibitions; this will be done by the Parish Council at a meeting on 14th January, at the Millennium Centre, 7pm. To then arrange to contact those parishioners who have shown an interest in being part of the steering group (there are approximately 20), and invite them to a meeting, when the Steering Group will be put in place. It is important that although the Plan will be overseen by the Parish Council, that members of the Community are involved. It has been suggested that there will be 12 members elected to the Steering Group, three of which will be from the Parish Council (The Clerk and District Councillor will also attend the meetings of the Steering Group for guidance, but will not be members of the Group).

140) **AMENITIES** - Coun.Carnell

a) The Minutes from the meeting held on 8th December 2915, were approved and taken as read. Matters Arising from the Minutes as follows:

b) **Painting of Bus Shelter in East Street** - To be carried out when weather has improved !

c) **New Toilet Block** – Further estimates to be obtained.

d) **Grass Tenders**  - To be discussed at the next Amenities Meeting.

141) **FINANCE & PERSONNEL** – Coun.Smith

**Balance No.1 Account £30,8181.33**

**Received**

Millennium Centre – Nov. £ 50.00

Donation from Carnival Committee for new Toilet Block £ 200.00

**Balance £ 31,068.33**

**Invoices Received and Approved**  £ **2,114.09**

**Balance £ 30,818.33**

**Reserve Account**

**Balance £ 80,221.01**

**Overall Balance: £ 109,175.25**

**Items discussed:**

a) Our internal auditor had established that the Clerk’s Gratuity had a shortfall of £1,700.

**RESOLUTION:** It was proposed, seconded and agreed unanimously to pick up this shortfall from our Contingency money.

b) **Pension for Employee’s**  - Our Internal Auditor had met with The Clerk and Chairman (Coun.Smith was unable to attend the meeting) to discuss the new rules that the Government Pensions Regulator have recently issued and which as Employers the Parish Council are legally required to undertake as we employ more than one member of staff. The Government has set up a pension scheme called the National Employment Savings Trust (NEST). This is one option and there are other providers available. Our staging date for implementing the new rules is the 1st January 2017 and Abacus would be prepared to take on our payroll at an annual cost of approximately £100.00 per year, but would need a request at least 9 months prior to our staging date. **RESOLUTION:** It was proposed, second and agreed unanimously that the Pension Provider for Ipplepen Parish Council will be the National Employment Savings Trust (NEST), and that Abacus, our Internal Auditor, administer our payroll 9 months prior to our staging date. **Action: The Clerk**

c) **Rent Reviews** – It was agreed that all rents for 2016/17 be increased slightly from 2015/16 including the Allotments. All clubs were notified last year that they should expect a small increase next time and the allotments will be increased due to the provision of water on site. This will come into effect from Jan.2017 for the Clubs and 2016 for the Allotments. **Action: The Clerk**

c) **Approval of Precept for 2016/17** – All members had received a copy of the Precept Budget prior to the Parish Council meeting and the Finance Committee recommend an amount of £61,889.00 for 2016/17. We have been informed by TDC that the next year’s estimated council tax support grant will be £3,330 (still to be approved by TDC). If this is the case the amount from which council tax will be calculated will be £58,559.00 compared with £49,287 for 2015/2016. The main cause of the increase being the taking over of the public toilets in Clampitt Road, and envisaged extra grass cutting. **RESOLUTION:**  It was proposed, seconded and agreed unanimously that we request **£61,889.00** from Teignbridge District Council for the 2016/17 Precept. **Action: Financial Officer**

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

**Bus Shelter** – On-going

**A381/Clampitt Road Footpath –** SWW have requested a road closure for 22nd-24th February to carry out the minor investigation works on our behalf.

**Two Mile Oak Footpath** – The Clerk was requested to chase up the revised quotation from C.P.Tree Services at the last meeting. No reply has been received as yet. Coun.Smith agreed to speak to them on the telephone to ascertain whether they are still interested in carrying out the work. **Action: Coun.Smith**

**P3 Survey** – This is being carried out by Coun.Smith, the deadline to return is by 15th February,2016.

**Potholes** – The A381 end of Conniford Lane and on the other side of the A381 opposite where Conniford Lane continues. **Action: The Clerk to report to DCC**

143) **ITEMS LEFT ON THE TABLE** – No items

144) **OPEN FORUM** – No further comments

145) **DATES OF NEXT MEETINGS;**

Amenities Meeting 11th Jan. 7pm at Mill.Centre

NHP Meeting 14th Jan. 7pm at Mill.Centre

Plans Meeting 20th Jan. 7pm at Mill.Centre

Highways 21st Jan. 7pm at Mill.Centre

Full Parish Council 02nd Feb. 7.15pm at Mill.Centre

MCMC 23rd Feb. 6.15pm at Mill.Centre

Meeting Closed at 9.30pm