## 

## **IPPLEPEN PARISH COUNCIL**

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

## **On Tuesday 08th May 2018**

## **In attendance**:

## Coun.Mrs.Northwood (Chairman Coun.Mrs.Calland

## Coun.Carnell (Vice Chairman) Coun.Mrs.Hutchings

Coun.Rattlidge Coun.Mrs.Olding

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## Miss.C.Freston Parish Clerk

Coun.Dewhirst District/County Councillor

1) **ELECTION OF CHAIRMAN & VICE-CHAIRMAN**

**Chairman**

Nominations were requested by the outgoing Vice-Chairman for the position of Chairman of the Council. Coun.Mrs.Northwood was nominated by Coun.Mrs.Hutchings and seconded by Coun.Mrs.Olding and duly elected unanimously. Coun.Mrs.Northwood thanked the council for nominating her as Chairman and was happy to accept.

**Vice-Chairman**

Coun.Mrs.Northwood nominated Coun.Carnell to continue as Vice-Chairman, which was seconded by Coun.Mrs.Olding and therefore was duly elected unanimously as Vice Chairman.

## 2) **APOLOGIES** – Coun.Smith, Coun.Farrow, Coun.Tomkinson, Coun.Palethorpe

3) **REVIEW OF ADVISORY GROUPS & REPRESENTATIVES**

**Finance Highways Amenities**

Coun.Smith Coun.Smith Coun.Mrs.Hutchings

Coun.Mrs.Olding Coun.Mrs.Olding Coun.Carnell

Coun.Mrs.Calland Coun.Palethorpe Coun.Palethorpe

Coun.Farrow Coun.Rattlidge Coun.Tomkinson

**Plans Committee**

All Councillors are members of this Committee with the following as named **Advisors:**

Coun.Mrs.Calland

Coun.Carnell

Coun.Mrs.Hutchings

Coun.Farrow

**Millennium Centre Management Committee Commiunity Fund**

Coun.Mrs.Hutchings Coun.Farrow

Coun.Mrs.Olding Coun.Mrs.Olding

Parish Clerk Parish Clerk

**Emergency Team** **Neighbourhood Plan**

Coun.Mrs.Olding/Parish Clerk – Main Co-Ordinators Chairman & Vice Chairman

Chairman of the Council Chairman of Plans

Coun.Carnell Coun.Mrs.Hutchings

Coun.Palethorpe District Councillor/Parish Clerk

Handyman

4 members of the Community

**REPRESENTATIVES:**

Village Hall Coun.Mrs.Calland

Rural Aid Coun.Smith

Stoneycombe Liaison Group Coun.Smith

TALC Chairman and Vice Chairman

Community Fund Coun.Mrs.Olding/Coun.Farrow/

Parish Magazine Articles Coun.Mrs.Northwood

4) **Review Terms of Reference of Committees**

These were reviewed and agreed by all Councillors present.

5) **DECLARATIONS OF INTEREST** – No declarations of Interest.

6) **MATTERS ARISING FROM THE PARISH ASSEMBLY**

No Matters arising from the Parish Assembly. Coun.Mrs.Northwood said all the reports were read out of what was achieved throughout last year. Anne Marie Morris was a very interesting speaker and two members of the public attended.

7) **MINUTES OF THE LAST MEETING**

Minutes of the meeting held on Tuesday 3rd April, 2018 were approved and signed by the Chairman.

## 8)

## **MATTERS ARISING FROM THE LAST MEETING** - information from the Clerk

**New Skate Park**  - Coun.Mrs.Northwood received an email thanking the Parish Council for applying, but unfortunately have been unsuccessful this time due to high numbers of applications being submitted from organisations across the country.

**Devon Air Ambulance Night Landing Site ­–** The forms have been received by the Devon Air Ambulance grant. The works for the site will be commencing on Thursday 10th May 2018.

**Football Club –** Still awaiting the new plans from The Football Club.

**Toilet Block Pathway** – Still ongoing.

**Clampitt Road toilets** - Electricity is due for renewal, the Parish Council discuss this at their Finance and Personnel meeting being held later this month **Action –** Clerk to contact Coun.Smith to see arrange a date asap.

**Recreation Ground Drainage –** Three quotes were requested for the drainage repairs at the Recreation Ground, three were received as follows:

Tender A - £1,890.00 + Vat

Tender B - £1,080.00 + Vat

Tender C - £3,875.00 + Vat

**RESOLUTION:** Coun.Rattlidge proposed that the Council accept Tender B, seconded by Coun.Mrs.Calland and agreed unanimously. The Clerk advised that the successful Contractor would be Henry Godfrey.

**Clampitt Road Hand Dryers –** Three quotes were requested to fit two new hand dryers at Clampitt Road Toilets, three were received as follows:

Tender A - £55.00

Tender B - £50.00

Tender C - £48.00

**RESOLUTION:** Coun.Mrs.Hutchings proposed that the Council accept Tender B, seconded by Coun.Mrs.Olding and agreed unanimously. The Clerk advised that the successful Contractor would be NRS Saunders.

9) **CORRESPONDENCE** – Chairman, Coun.Mrs.Northwood

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

## b) **Items from Teignbridge District Council & Teignbridge CVS: -** No items this month

## c) **Items from DALC/DCT/SLCC:-** DALC’s April Newsletter

The government has tabled an amendment to its own Data Protection Bill to exempt all Parish and Town councils and parish meetings in England and community and town councils from the requirement to appoint a Data Protection Officer (DPO) under the General Data Protection Regulation.

Details of new pay scales for clerks and other employees employed under the terms of the model contract including SCPs 50 and above. These calculations have been checked by the SSLC and ALCC and are based on the changes agreed by the NJC. These should be applied from 1st April 2018.

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d) **Items from the Police:** Action Fraud has received several reports indicating that sellers of items online marketplace websites are falling victim to fraud of bogus buyers. Typically, the bogus buyers contact the seller wanting to purchase the item and advise they will be sending the requested amount via paypal or other electronic methods. The seller the receives a fake, but official looking email stating they have been paid more than the asking price and to send the difference back to the buyer’s bank account. In reality, no money has ever been sent to the seller, the bogus buyer has spoofed an email and purported to be an online company. Remember when selling anything, could make you a target to these fraudsters, however NFIB have identified that those offering sofas, large furniture are particularly vulnerable.

Magazine advertise debt alert, victims receive a phone call from someone purporting to be a bailiff enforcing a court judgement, attempting to recover funds for a non-existent debt. The fraudsters state the debt originates from the victim not paying a magazine advertisement subscription. Listen to your instinct and always question cold callers. Don’t be rushed or pressured into making a decision, a legitimate company will be prepared to wait whilst you verify information.

## **Other items received:**

e) Ipplepen Carnival Club has asked the Parish Council if they can use the Recreation Ground on Sunday 5th August and Saturday 11th August 2018 as it is Carnival week. The councillors were happy for them to use it. **Action –** Clerk will inform Carnival Club accordingly

f) An email has been received on behalf of the Twinning Association asking if they could have permission to park the coach in the Millennium Centre car park on the weekend of 19/20 May. The Councillors were happy for them to use it. **Action –** Clerk will inform accordingly

g) A Parishioner mentioned to the Clerk about The Woodland Trust offering free Tree Packs for Schools and Communities, it was decided that it is too late in the year to be planting trees. The Parsh Council will look into it again around the tree planting season.

h) An email has been received from Ipplepen Cricket Club with an update on the pavilion project. The Cricket Club have hired a “portacabin” for the season so the female members have more suitable changing facilities.

i) An email was received regarding car access to the allotments **Action –** Clerk to pass to Chairman of the Allotment Committee to look into.

j) An email has been received from a parishioner regarding activity in the field along Foredown Road. Teignbridge Council are looking at various sites throughout Teignbridge and a list of suitable sites will be published in July. Teignbridge will be holding The Local Plan Review road show on Wednesday 6th June 2018 in the Village Hall from 12pm – 8pm **Action –** Clerk will inform parishioner accordingly.

k) An email has been received regarding the Neighbourhood Plan. A company would like to meet and discuss the preparation of the this with the Neighbourhood Plan Group.

l) A parishioner enquired about the dreadful potholes especially outside Courtlands, Biltor Road and at Clampitt Road just past Mayfair Road junction. The Parish Council can confirm they have reported thse to DCC on numerous occasions. Parishioners are asked to also report these on the DCC website.

M) A parishioner enquired when the weed spraying around the village would take place. Devon County Council have withdrawn this service, the Parish Council will arrange for it to be done shortly.

## 10) **REPORTS FROM OUTSIDE BODIES**

**Millennium Centre** – It was reported that the carpet strip needs replacing as it is causing a trip hazard. Next meeting is the AGM due on 19th June 2018.

**TALC** –Next meeting due to be held on 28th June, 2018

**Village Hall Committee** – Nothing to Report

**Ipplepen Community Fund** – Next meeting the AGM due on 14th June 2018

**Emergency Team** – Nothing to report

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

**County Matters**

The County Council is announcing the next phase of expansion to a network of business work spaces, which is helping to boost the county’s productivity. Around 20 percent of Devon workers are working from home, some of them small businesses that started from spare rooms and kitchen tables, and many are looking to move into larger office accommodation.

Work hubs are the answer, providing flexible term office space, equipped with facilities that modern businesses need. Those in Totnes, Tavistock and Barnstaple, and associate hubs in Exeter, East Budleigh and Torquay, are seeing steady throughput as start-up firms, coming to them with fewer than a handful of staff, are outgrowing work hub accommodation as they take on more employees and require larger work premises. They’re run by local business people, and can be a more attractive proposition for people looking for short term and inexpensive office space.

The County Council plans to expand the work hub network further with hubs in possibly three more towns. Businesses and entrepreneurs can apply for grants of up to £20,000 per hub, to help the council develop the hubs. Free support for businesses with the application is available.

Road users are being encouraged to plan their journeys into and around Exeter on Thursday 10 May when the new IKEA store opens to the public. Increased traffic volumes are anticipated on the major routes into the city, especially on the M5 at Junction 30 Sandygate roundabout and the A379 leading to the new store. Additional traffic may potentially lead to disruption and longer than average delays in the area surrounding the new store.

IKEA has contracted a traffic management company and consultation on the plans have taken place with Devon & Cornwall Police, Devon County Council and Highways England. Additional signs will be located on the roads leading into Exeter and the IKEA site which includes mobile variable message signs providing necessary information to road users. Should the store car park become full, signs will inform drivers and car park access will be temporarily suspended with no queuing permitted on the highway. It’s expected that the roads surrounding the new store will be busy for the first few weekends after its opening. Saturday 19 May will also coincide with the Devon County Show and the Exeter Chiefs Rugby Aviva Premiership Semi Final which is being played at Sandy Park – and motorists are asked to seriously consider their journey plans and leave plenty of time if travelling to Exeter on that day.

A consultation has been launched on a planning guidance document for the South Hams Special Area of Conservation. The Supplementary Planning Document is being prepared to advise the implementation of policies in statutory development plans, including Local Plans, the Devon Waste Plan and the Devon Minerals Plan

The document relates specifically to the population of Greater Horseshoe Bats for which the site partly has its designation, to ensure that there will be no adverse effects on the population of Greater Horseshoe Bats in the South Hams Special Area of Conservation (SAC).

The document is aimed at those developing, determining or commenting on planning applications in the South Hams (SAC) Consultation Area – covering parts of Dartmoor National Park Authority, South Hams District Council, Teignbridge District Council and Torbay Council. This includes land owners, developers, planning agents, ecological consultants, council members and other organisations.

Finally, the National Rural Crime Network are holding a survey – it can be found at www.nationalruralcrimenetwork.net.

**District Matters**

More changes in management at Teignbridge. Sue Aggett left her role as Director on 30th April. Sue joined Teignbridge in 1996 and, prior to holding the Director role, she was the Solicitor to the Council and Monitoring Officer for a number of years.

There will be interim senior management cover to ensure services are delivered effectively and provide continuity and stability. For the vast majority of matters, Business Managers will continue to be relevant to each area. In the Managing Director absence, the council’s Finance Manager/Section 151 Officer Martin Flitcroft will be responsible.

The Local Enterprise Partnership have announced the appointment of a new Chief Executive David Ralph, who will be starting on 4 June, taking over from the outgoing Chief Executive, Chris Garcia, who is retiring after leading the LEP for the last five years.

Representatives from 23 organisations across Devon and Somerset agreed steps to drive up productivity at the first meeting of the Heart of the South West (HotSW) Joint Committee at the end of March. The inaugural meeting of the Joint Committee unanimously endorsed the Productivity Strategy that has been taking shape over the last two years and aims to double productivity over 20 years.

The pedestrian and cycle route between Newton Abbot Racecourse and the Passage House Inn opened at the weekend following the completion of work. The route connects to part of the Teign Estuary Trail which links Newton Abbot and Kingsteignton. This project is a huge undertaking and work is ongoing on land acquisition and design for other parts of the route and the Council is trying to take advantage of funding opportunities as they arise. This project has made good use of recycled material from the recent A380 improvements.

Sections between Dawlish and Teignmouth are ready to be constructed as and when funds become available, and work is continuing on land acquisition and design for other remaining parts of the Trail. A bid is also being prepared for the next round of the Coastal Communities Fund to deliver the first section from Dawlish to Holcombe.

The section between Teignmouth and Bishopsteignton is the most challenging. Alternative alignments for the stretch from Bishopsteignton to Passage House Inn are subject to ongoing discussions with the land owners. DCC’s strategic vision is to link the recently completed Exe Estuary Trail, to Dawlish and Teignmouth and onto Bishopsteignton, Kingsteignton and Newton Abbot.

12) **PLANNING** – Coun.Calland on behalf of Coun.Farrow

The meeting due to be held on 18th April 2018 was cancelled as there were no planning applications to discuss

b) **Grants & Refusals** of Planning permission received:

**Decisions Received: Councillor’s Comments if necessary**

**Granted: Application 18/00587/FUL** – Porch at 10, Clampitt Road

**Granted**: **Application 18/00057/FUL –** Two storey rear extension at 8, Clampitt Road

**Granted**: **Application 18/00031/ADV –** One illuminated fascia sign, one illuminated projecting sign, one illuminated logo sign and six non illuminated wall mounted panels

**Refused: Application 18/00042/FUL –** Agricultural Building at Land at Road Past Kittymore, Biltor Road

**Granted: Application 18/00287/FUL –** Two storeyfront and side extension, remove existing tile roof and replace with new slate roof with raised pitch, remove rear conservatory and replace with new extension

c) **Applications discussed**:

**18/00689/FUL –** 2 Court Gate Close – Single sorey rear extension and raised patio area

Coun.Mrs.Calland proposed no objection, Coun.Mrs.Olding seconded (Unanimous decision)

**18/00766/FUL –** 33 Ledsgrove – Two storey extension.

It was decided that a site visit was needed for this application. The Plans Committee will meet on site on Wednesday 16th May 2018.

d) **Other items discussed:** No further items to discuss

13) **AMENITIES** - Coun.Carnell

The Minutes from the meeting held on 10th April 2018, were approved and taken as read. Matters arising from the Minutes as follows:

1. Half yearly inspection of Football Club – The Parish Clerk has contacted the football club with the proposed inspection to take place on 19th May at 10am – **Clerk** will chase again
2. Access road/Path surface to Allotment from Scout Hut - The condition of the access road to the allotments was discussed. It appears the major problem is the uneven surface and lack of vehicle access during periods of bad weather when the road becomes impassable . The cost of resurfacing the access to provide all year round access would be prohibitive. It was agreed that Coun.Palethorpe would take the matter up with the Allotments Committee, this is still ongoing.
3. Coun.Carnell has purchased two new snow shovels with some of the remaining Chapter 8 money
4. Repair of the grass machine is on hold until the review of the handymans contract has been done.
5. Coun.Carnell received a complaint about the recent poor grass cutting on Luscombe Close. This was done by DCC as part of their scheduled program of works, and not carried out by the Parish Councils own Contractor.

14) **FINANCE & PERSONNEL** – Coun.Mrs.Olding on behalf of Coun.Smith

**Balance No. £ 19,040.65**

**Received:**

Allotment Rents £ 990.00

Mill.Centre Rent for April £ 50.00

Football Club Rent £ 137.50

Precept Payment for first half of 2018/19 £ 32,851.90

Wayleave Payment from Western Power £ 2.90

TDC Community Infrastructure Levy £ 875.40

DCC P3 Grant £ 600.00

Voluntary Contribution to old fence posts £ 10.00

**Balance: £ 54,558.35**

**Invoices Received and Approved: £ 6,090.66**

**Balance £ 48,467.69**

**Reserve Account**

**Balance £ 36,325.75**

**Overall Total £ 84,793.44**

**Items discussed:**

1. **Approval of Annual Governance Statement 2017/18**

**RESOLUTION:** It was proposed, seconded and unanimously agreed to approve the Annual Governance Statement 2017/18

1. **Approval of Accounting Statements 2017/18**

**RESOLUTION:** It was proposed, seconded and unanimously agreed to approve the Accounting Statements 2017/18

15) **HIGHWAYS & RIGHTS OF WAY** – Coun.Mrs.Olding on behalf of Coun.Smith

1. Clerk has asked for the maps of the A381 section from Ipplepen to Two Mile Oak from Ros Davies and is still awaiting.
2. The next meeting will be held on Thursday 31st May 2018

16) **NEIGHBOURHOOD PLAN**

The Big Lottery Fund For All Awards application to help towards the cost of the Housing Need Survey has been received and is now being processed.

Coun.Rattlidge attended the Settlement Boundary Review Workshop on 10th April 2018. A copy of the Settlement Boundary Review is available from the Clerk.

Teignbridge District Council are holding a roadshow on the Local Plan Review where they will be available to hear your comments, discuss the strategy, explain the challenges they face and explore opportunities to meet you face to face on Wednesday 6th June 2018 at Ipplepen Village Hall from 12pm – 8pm **Action –** Chairman to advertise in the parish magazine.

17) **ITEMS LEFT ON THE TABLE** – Nothing to report.

18) **OPEN FORUM** – No comments this month.

19) **DATES OF NEXT MEETINGS:**

Amenities Meeting 15th May 7pm at Mill.Centre

Plans Meeting 16th May. 7pm at Mill.Centre

MCMC 19th June. 6.15pm at Mill.Centre

Highways 31st May. 6.30pm at Mill.Centre

Neighbourhood Plan **tba**

Full Parish Council 5th June 7.15pm at Mill.Centre – Vicky Booty from the Police will be attending

Meeting Closed at 9.28pm