## 

## **IPPLEPEN PARISH COUNCIL**

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

## **On Tuesday 5th November 2019**

## **In attendance**:

## Coun.Carnell (Chairman) Coun.Smith

## Coun.Palethorpe Coun.Rattlidge

Coun.Mrs.Hutchings

## eMiss.C.Freston Parish Clerk

Coun.Dewhirst District/County Councillor

**The following minutes will be considered for approval at the next Parish Council Meeting and may be subject to change until that time**.

100) **APOLOGIES** - Coun.Courtier, Coun.Mrs.Calland, Coun.Farrow, Coun.Mrs.Northwood, Coun.Mrs.Olding (Vice Chairman)

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

102) **MINUTES OF THE LAST MEETING**

Minutes of the meeting held on Tuesday 1st October, 2019 were approved and signed by the Chairman.

103) **MATTERS ARISING**

**Memorial Bench at War Memorial –** This is still ongoing and will be linked with the Neighbourhood Plan.

**New flooring at the Mill Centre –** The proposed new flooring was approved by the Parish Council. The new flooring will be done soon.

**Tree Charter Day –** The trees have been ordered from the Woodland Trust and will be delivered between the 19th – 27th November. The event will be taking place on Saturday 30th November 2019 at the Football Club, Moor Road, Ipplepen from 11am to 3pm. All members of the community are welcome to come along and plant a tree. **Action –** Clerk to send information to the Beavers, Cubs, Scouts, Brownies and the Church.

104) **CORRESPONDENCE** – Coun.Carnell (Chairman)

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

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

Teignbridge have sent an email about a Housing Stakeholders event which is taking place on Friday 15th November 2019 at the Keen Centre, Kennford. Unfortunately no-one is able to attend.

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

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

## **Other items received:**

e) The Mid Devon Advertiser has emailed asking we would like to place a Christmas advert in the 15th November edition. Coun.Smith proposed we go ahead with the advert, Coun.Rattlidge seconded (all unanimous) **Action –** Clerk to inform the MDA

f) Coun.Carnell has received an email regarding an overgrown hedge. A letter has been sent to the resident to ask if they can cut back the hedge and has also been reported to DCC Highways.

g) An email has been received from Stoneycombe Quarry to inform us that they will be drilling two water monitoring boreholes week commencing 4th November 2019. They will be placing notices on Common Lane to inform the public who may notice the drilling activity.

h) The clerk asked for approval to purchase the 2019 Clerks Manual, all councillors present approved.

i) Operation London Bridge, which is referred to as the plan for what will happen in the days, after the death of Queen Elizabeth II. A condolence book will be placed at St Andrews Church. A place where flowers can be laid will be confirmed at the next Parish Council meeting on 3rd December 2019.

j) The Parish Council’s website provider needs renewing. The website needs updating to comply with the new accessibility regulations which are to be implemented in 2020. The clerk obtained three quotes as follows:-

Tender A – Set up fee of £300 and an annual service charge of £480

Tender B - One off cost of £490 but doesn’t include future maintenance.

Tender C – There were 4 packages ranging from £399 to £699.

**RESOULTION**

Coun.Smith proposed that the Council accept the standard package in Tender C for £499 with an annual service charge of £250, seconded by Coun.Rattlidge (all unanimous). This will be reviewed in November 2020 to see if the standard package is suitable or whether we need to upgrade to the Premium package. The Clerk advised that the successful tender was Parishcouncilwebsites.org.uk **Action –** Clerk to inform successful and unsuccessful tenders.

## **REPORTS FROM OUTSIDE BODIES**

Coun.Carnell and Coun.Smith attended a Highways Conference on Thursday 10th October 2019 at Rattery. They picked up some information for the new Report it Highways Scheme. It was a very interesting conference.

Coun.Mrs.Olding and the Clerk attended the DALC AGM on Wednesday 23rd October 2019, at Exeter Racecourse. They attended two workshops on the day, one of which was about Operation London Bridge which was very informative.

Coun.Rattlidge attended the Councillor Advocate scheme at newton Abbot Police Station. It is just to keep everyone who attends informed on what is happening.

**Millennium Centre** – Nothing to report

**TALC** –The next meeting is due to be held on 28th November 2019.

**Village Hall Committee** – Nothing to report

**Ipplepen Community Fund** – Next meeting due on 20th November 2019.

**Emergency Team** – The Emergency plan review meeting was held on Thursday 24th October 2019.

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

**County Matters**

Devon County Council is calling on local councils to help plant trees on town and parish-owned land across the county. At its recent series of town and parish council highway conferences, the authority will be reminding people of the 3:2:1 tree planting rule being promoted by the Devon Ash Dieback Resilience Forum. This aims to plant at least three new trees for every large one lost, two for every medium sized one, and one for each small one. An ambitious new vision for how public services will come together to better help and support children and their families in Devon is being launched this week.

The Devon Children and Young People’s Plan brings together all the local agencies responsible for helping children, young people and their families including schools, councils, health services, the police, and community organisations in a clear shared vision of how they will work together to tackle the real challenges and big issues facing families, children and young people in the county today.

More than 22,000 children in Devon are living in poverty – that’s one in seven. There are 19,200 children with a special educational need and more than 740 vulnerable children in council care. It’s the first time all the organisations in Devon have come together in this way to spell out a common vision and detail how they can use their expertise to make the best use of scarce public resources.

Recycle Devon has launched a new online recipe book to help Devon residents waste less food and save up to £800 a year. The free book “[Have Your Food And Eat It](https://www.recycledevon.org/love-food-hate-waste/Have-your-food-and-eat-it-Recipe-Book.html?page=1)” shares tips on buying, storing and preparing food and contains recipes for using up leftovers to help make food stretch further. In the UK, we throw away 6.7m tonnes of food a year which is a third of the food we buy. Nearly half of that is fresh fruit and vegetables, bread, dairy, rice and pasta. Research also shows that we throw away more food than we think we do, with common reasons including buying too much in the first place, improper storage, not eating things in time and cooking too much, especially pasta and rice. If this sounds familiar, there are plenty of tips to help. With a few small changes, the average family of four could save as much as £800 a year! The first half of the book looks at ways to save you money and time, from smarter shopping to meal prepping for the week ahead. Perfect for busy families and lifestyles! The second half provides a selection of recipes suited to using up ingredients in the fridge, or leftovers from previous meals. There are a range of recipes in the recipe book, which are suitable for all, whether you are a beginner, or a kitchen whizz looking for some inspiration. If you’ve ever wondered about reheating rice or you’re unsure about use by dates, “Have Your Food And Eat It” has all the answers. Packed with facts, tips and advice, it’s the ideal go-to for making food go further and money last longer. https://www.recycledevon.org/love-food-hate-waste/Have-your-food-and-eat-it-Recipe-Book.html?page=1

**District Matters**

Teignbridge are committed to improving the way we collect waste and increase the amount we recycle. To help us achieve this we are trialling a new recycling sack that has a Velcro fastening to keep the contents contained. The recycling sack will be used in place of the black recycling box for plastic and metals. This will address some concerns raised about plastic items blowing from boxes on windy collection days and from overflowing boxes. We have considered many options and have asked other local authorities what works well for them to prevent this from happening. The sack we are trialling is based on a similar design that is currently being used in East Devon.

We will be asking approximately 900 households in selected streets to use the new sack for a 3 month period. Each household will be given a new recycling sack and an instructional leaflet week commencing 11 November. We will also be doorstepping whilst giving the sacks out to ask if residents are happy to provide feedback after the trial.

The trial will start on 18 November and will run until mid-February 2020. Towards the end of the trial, the households taking part will be asked to complete a short survey for their views on the trial. We will also monitor the effectiveness of the sack in reducing windblown recycling material. Results will help us assess whether the scheme will be considered for all households in the District. Two Motions to Council were passed by the Teignbridge Executive last Thursday that hopefully will point a new direction for our cleaner and greener Council. The Council became an official supporter of the Fairtrade movement with the Chairman, Cllr Richard Keeling, taking responsibility for promoting Fairtrade in the District. At the same meeting the Executive decided to ban the sale of real fur in our markets. Many products have a small fur trim and people are often appalled to find that it is real fur rather than fake fur. This fits in nicely with the Council signing the “Real Deal” markets initiative. You will be pleased to know that none of these have any budgetary implications for the Council.

Government funding has been awarded to a joint project led by Teignbridge District Council that involves working with five other councils (Exeter, East Devon, Basildon, Brentwood and Sedgemoor led by Strata Solutions our Council’s computer services supplier) to explore a new IT system that would deal more effectively with Council Tax, Business Rate and Benefits administration. This is the area of local authority work that covers the collection of Council Tax, Business Rates and managing residents’ claims for Housing Benefit and Council Tax Reduction. The Ministry of Housing, Communities and Local Government announced that it has awarded £71,000 to the project team from its Local Digital Fund for Discovery Projects. This means that Teignbridge and its partners can begin work on exploring the viability of creating a customer focused, configurable and cost-effective modern IT system for processing Revenue and Benefits data. A major event aimed at local suppliers who want to find out how to work with the public services took place in Exeter last month. The Going Local 2019 event has been organised by the Devon and Cornwall Procurement Partnership, and was held at Exeter Corn Exchange. Among those taking part were South West Police Procurement Department, Exeter City Council, Torbay Council, Devon County Council, Devon and Somerset Fire and Rescue Service, and Teignbridge District Council.

This event provided suppliers with the opportunity to:

• Meet and get advice from a wide range of public sector procurement specialists

• Attend seminars by expert speakers from across a range of sectors and disciplines

• Learn how to access opportunities to bid for public sector contracts

• Understand how to use the Supplying the South West procurement portal

• Network with other local organisations

106) **PLANNING** – Coun.Carnell on behalf of Coun.Farrow

The Minutes of the Plans meeting held on Wednesday 16th October 2019, were approved and taken as read

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

**Granted:** Application 19/01323/FUL – New biomass/pallet boiler and associated storage structure at Clennon, Ipplepen

**Granted:** Application 19/01707/FUL – Extension and new roof to existing garage at 12, Luscombe Close

**Granted:** Application 19/01592/FUL – Retrospective application for garden room at Sunningdale, Totnes Road

**Appeal Dismissed:** Outline dwelling (all matters reserved for future consideration ) at Bulleigh Barton Farm, Ipplepen

**Appeal Dismissed:** Retrospective application for a tree house at Sunningdale, Totnes Road

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

c) **Applications discussed**:

No applications were discussed. These will be discussed at the Plans Committee meeting on Wednesday 20th November 2019.

107) **AMENITIES** - Coun.Palethorpe

The Minutes from the meeting held on 8th October 2019, were approved and taken as read. Matters arising from the Minutes as follows:

a) The Christmas tree is going to be put in place on Saturday 23rd November 2019.

b) The COSHH equipment and information has been passed to the cleaner as we are using new cleaning materials.

c) There are various repairs that need to be carried out at the Play Park. The work is going to be expensive but needs to be done following on from the Annual Play Park Inspection.

d) The Football club need to tidy up the area and clear away the rubbish. This will be discussed at the Amenities meeting on Tuesday 12th November 2019. **Action -** Clerk to pass the Football Club lease to Coun.Palethorpe.

e)The metal shed at the Millennium Centre was advertised for sale with bids over £100. The clerk received one bid for £105. **Action –** Clerk to reply.

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

**Balance No. £ 66,844.84**

**Received:**

Mill Centre – Rent £ 50.00

HMRC – VAT Refund £ 1,108.19

ICC – Rent £ 106.25

**Balance: £ 68,109.28**

**Invoices Received and Approved: £ 6,028.58**

**Balance £ 62,080.70**

**Reserve Account Balance £ 55,950.01**

**Overall Total £ 118,030.71**

**Items discussed:**

1. a) The Precept Budget Meeting has been arranged for Monday 18th November 2019 at The Millennium Centre at 7pm **Action –** Clerk to email Finance and Personnel group

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

a) The new street sign on Biltor Road has been done.

b) The road is breaking up along Mayfair Road. Coun.Smith has reported this to DCC

Highways. The flooding at the end of Conniford Lane has been reported and should be cleared within the next few days.

c) Overgrown hedges can now be cut back **Action –** Coun.Mrs.Olding to put advert in the Parish magazine.

d) The next Highways meeting is due on Thursday 21st November 2019

110) **NEIGHBOURHOOD PLAN** – Coun.Rattlidge

The Neighbourhood Plan had a meeting on Thursday 31st October 2019. They discussed the comment cards which were on six different areas. Coun.rattlidge will put an advert in the parish magazine around February 2020 regarding self-build to try and gage reactions.

The next Neighbourhood Plan meeting will be on Wednesday 8th January 2020, 7pm at the Mill Centre.

111) **COUNCILLOR ADVOCATE SCHEME**

Coun.Rattlidge will be attending the Rural Crime Seminar on Monday 18th November 2019 at Westpoint, Exeter.

112) **REMINDER FOR REMEMBERANCE SERVICE SUNDAY 10th NOVEMBER 2019**

Due to be held on Sunday 10th November 2019 at 10.15am. Councillors please be seated by 10am.

113) **ITEMS LEFT ON THE TABLE** – No items this month

114) **OPEN FORUM** – No comments this month

115) **DATES OF NEXT MEETINGS:**

Amenities Meeting 12th Nov. 7pm at Mill.Centre

MCMC 19th Nov. 6.15pm at Mill Centre

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

Community Fund 20th Nov 8pm at Mill Centre

Highways Meeting 21st Nov 6.30pm at Mill.Centre

Full Parish Council 3rd Dec 7.15pm at Mill.Centre

Meeting Closed at 8.38pm