

HENNOCK PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 12TH FEBRUARY 2019 IN HENNOCK VILLAGE HALL STARTING AT 7.30PM.

PRESENT: Parish Councillors: P Baker, M Curran, R Dixon, C Fisher, B Kelly [Vice-Chairman], P McCullar, J Parker [Chairperson] and C Webb.
P Rich, Dartmoor National Park Authority [DNPA] Ranger
H Reynolds, Clerk to the Parish Council

PART I (Open to the Public)

1. FILMING AND RECORDING OF MEETINGS: The Chairperson reminded all in attendance at the meeting that they may be filmed, recorded, photographed or otherwise reported about. Hennock Parish Council's protocol on the filming and recording of meetings was on display and those undertaking these activities were deemed to have accepted them whether they had read them or not.

2. TO ACCEPT APOLOGIES FOR ABSENCE: Apologies were received from District Councillors L Evans and R Keeling and from Mr A Cooper, DNPA Parish Link Member

3. DECLARATION OF INTEREST FOR ITEMS INCLUDED ON THE AGENDA & A REMINDER TO COUNCILLORS TO UPDATE THEIR REGISTER OF INTERESTS WHERE APPROPRIATE: None.

4. REQUESTS FOR DISPENSATIONS: None.

5. PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO SPEAK TO THE COUNCIL ABOUT MATTERS WHICH CONCERN THEM: Pete Rich, DNPA Ranger, introduced himself as the new ranger for the area and reported as follows:

- He has taken over from Simon Lee.
- His area covers Whiddon Down to Bovey Tracey.
- His main focus is rights of way – there are 96 miles of rights of way to maintain: all routes are definitive and so the requirement for rights of way to be registered is not a big issue for DNPA.
- Footpath/right of way at the edge of Hennock allotments: there is a lot of rubbish and in order to level the path, Pete proposed (and the Council agreed) to a stone path to replace the grass path; Pete confirmed that the stone will be compacted in and will look really nice. He agreed to notify the owners of the adjoining cottage about the work.
- The landowner of the adjoining land/campsite is happy to replace the style at the allotments with an easy access gate (DNPA has a policy of getting rid of styles).
- Pete is keen to get involved with the community and will contact Hennock Primary School. Although Chudleigh Knighton is not in the National Park, he will involve Chudleigh Knighton Primary school, too.
- There is not much fly tipping in the area but there was some at Haytor following the snow – volunteers helped pick up litter/rubbish.

The Chairperson thanked Pete for attending and invited him to the Annual Parish meeting on 19th March.

6.1. POLICE OFFICER'S REPORT: The Police Report for the Hennock Parish Council Meeting for the month of February 2019 is as follows: There were 3 reported crimes for the month of January 2019 as follows: (i) 1 x Domestic incident – The relevant partner agencies have been informed; (ii) 1 x Theft from Motor Vehicle – A vehicle parked secure and unattended outside a residence has been entered and an amount of cash taken. There are no lines of enquiry; & (iii) 1 x Vehicle Interference – An untidy search was made inside an insecure vehicle. No items were taken. No suspects or witnesses.

6.2. COUNTY COUNCILLOR'S REPORT: None.

6.3. DISTRICT COUNCILLORS' REPORT: An emailed report was received as follows: (i) Lorraine attended a meeting where a report on Community Safety Partnership was given by a Police Superintendent of the Basic Command Unit. He spoke about the perception that police are not visible on our streets and explained that this was not likely to change. Their resources are concentrated on the high-level risk areas and he feels confident

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that this is the correct attitude to adopt. He stated that there is an increase in attitude of risk taking in young people and acknowledges that there are many challenges but that the focus will remain on areas of high-level risk; (ii) The South West has been successful in securing an additional £528,000 funding to address youth culture; (iii) The Cllr's Community Fund was discussed at the same meeting. The Business Development and Improvement team were seeking to change the way District Councillors use their grant fund. This would mean more restrictions on amount of grants and how councillors allocate them. These suggestions were strongly contested, this is one of the few areas where councillors have jurisdiction over how they support their communities and they successfully refuted the changes. This allows them to continue to lend support where it is needed.

The Chairman expressed the Council's thanks to the District Councillors for kindly agreeing to provide 2 x £200 funding towards the road signs referred to in item 11.5.

6.4. DARTMOOR NATIONAL PARK PARISH LINK MEMBER'S REPORT: None.

7. APPROVAL AND SIGNING OF THE MINUTES: The minutes of the Parish Council meeting held on 8th January 2019 were approved subject to the following amendment: Item 13 May 2019 Elections: 6 (not 3) optional descriptive words can be used to describe the candidate. The minutes were amended and duly signed.

8. MATTERS ARISING FROM THE MINUTES:

8.1. Proposed affordable housing development at Hennock: Karen Hillhouse of Hastoe Housing Association is seeking a second solicitor's opinion on the issue of the restrictive covenants following the question raised by a local resident. Hastoe is also reviewing all technical advice to date including costs/routes in for electricity and surface water drainage. Hastoe anticipates that this will have been completed and the solicitor's advice will have been obtained by the March Parish Council meeting and so Mary Ridgway, Housing Enabling Officer, and Karen Hillhouse will now attend the March Parish Council meeting.

8.2. Laptop presented to Chudleigh Knighton Primary School Council: The Clerk's old laptop was presented to the School Council on Tuesday 15th January 2019

8.3. Election rules: It is possible for someone living in Hennock/Teign Village to stand for Chudleigh Knighton and it will also be possible for Cllr C Webb, who lives in Chudleigh, to stand for Chudleigh Knighton at the Parish Council elections. The Council will operate as it does now i.e. one Council covering and discussing issues relating to the whole Parish and all councillors will be able to take part and vote. Nomination packs will be sent to the Clerk on 1st March 2019 and they can also be obtained from Electoral Services at Teignbridge District Council.

8.4. SCARF [Speed Action Compliance Review Forum] update: Devon County Council [DCC] Highways has advised that when DCC look at making alterations to the public highway with a view to addressing speed they cannot be selective. An issue that is only present for a short period of time every day is something that needs to be addressed through enforcement rather than engineering. Their figures show (for the location they surveyed) the majority of drivers on the stretch of road are compliant with the speed limit. This information combined with the accident data showing no speed related collisions, means that DCC would not see an engineering solution as appropriate in Chudleigh Knighton. DCC's Traffic Team is currently working with the Police to get the Community Speed Watch set up and the Neighbourhood Highways Officer's opinion is that this is the more appropriate approach to take.

DCC's detectors are static and affixed to street furniture for a period of 7 days to give an overall average of speed at the location. If the PCSO's location was different or he only took readings at a particular time this would explain the discrepancy and so DCC Highways is now liaising directly with the PCSO in this respect.

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8.5. Articles for Parish News including household waste being placed in Chudleigh Knighton Play Park bin: The Clerk was instructed to add the following articles to February's Parish Council News: (i) Parish Plan questionnaire being distributed in March for return by 12th April; (ii) Parish Lengthsman service: the Council is continually looking at ways to improve and so comments/feedback sought; (iii) Annual Parish meeting on Tuesday 19th March starting at 7.30pm in Chudleigh Knighton Village Hall; (iv) May 2019 elections; (v) No household waste permitted in Chudleigh Knighton Play Park bin: large quantities of household waste including vegetable peelings and nappies are regularly being placed in the bin located inside Chudleigh Knighton Play Park; (vi) Allotment plots available at Hennock allotments; & (vii) Place dog waste in a bin.

9. VACANCIES IN THE OFFICE OF PARISH COUNCILLOR/CO-OPTION OF COUNCILLORS: There are still 3 vacancies on the Parish Council. [A Council must fill a vacancy by co-option if the period of vacancy has 6 months or more to run. It may, but is not bound to do so, if less].

10. AGREEMENT OF AGENDA BETWEEN PARTS I & II: There were no items which needed to be discussed in Part II.

11. FINANCIAL MATTERS AND PAYMENTS:

11.1. Payment of invoices: The Parish Council resolved to make the following payments:

Payee	Chq no.	Purpose	Amount (£)
Heart Internet	Direct Debit	Annual renewal for email addresses: £109.90 plus VAT £21.98	131.88
NEST	Direct Debit	Auto enrolment pension contributions: Employer: £1293.92 less £502.67 = £791.15 [Qualifying earnings for 2018/19 tax year are between £6032 & £46350] x 2% = <u>£15.82</u> Employee: £791.15 x 3% x 80% (as tax is deducted at source) = <u>£18.98</u>	34.80
H Reynolds	2694	Clerk's net salary	1142.91
HMRC	2695	PAYE & NI	213.71
S & W Lygo Engineering	2696	Chudleigh Knighton, Hennock & Teign Village Car parks and Play Parks inspection & cleaning, and cleaning of Hennock and Teign Village bus shelters: £180 Replaced 3 x 4" posts on roadside fence at Teign Village Play Park, cut back part of hedge and replaced base board at bottom of posts: £243 <i>in line with quote and as detailed in Clerk's Summer Recess Report 2018</i>	423.00
H Reynolds	2697	Clerk's expenses*	101.68
Hennock Village Hall	2698	Hire of Hennock Village Hall: 13/03/2018 – 11/12/2018 <i>Attribute £12 to Parish Plan budget for launch event</i>	96.00
Chudleigh Knighton Village Hall	2699	Room hire at Chudleigh Knighton Village Hall: 16/10/18 – 27/11/18 <i>Attribute £10 to Parish Plan budget for Steering Group meeting</i>	37.00
Lloyds Bank Commercial Finance Limited	2700	Rhino Play Limited [who's sales accounts are factored by Lloyds Bank Commercial Finance Limited] supplied & installed 32m2 of 20mm thick EDPM wet pour over existing surface below nest swing at Chudleigh Knighton Play Park: £1476.00 plus VAT £295.20 <i>Whole area capped in response to a hole under the nest swing and signs of wear in other parts of the safety surface under a very well used piece of</i>	1771.20

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		<i>equipment. Work undertaken following email consultation with councillors without obtaining 2 further quotes in line with Financial Regulation 11.1.(i). on the basis that Rhino Play is a preferred supplier and its wet pour repairs have proved to be of good quality and provided good value for money and a relatively quick response was required before the hole got significantly worse. Cheque to be released on receipt of invoice</i>	
SJB Signs	2701	<i>"Return your Parish Plan questionnaire here" sticker for Hennock phone box (£6.50 plus VAT) & banner for Chudleigh Knighton Village Hall railings (£38.00 plus VAT) and "No household waste" stickers x 2 for litter bin in Chudleigh Knighton Play Park (£6.50 x 2 plus VAT) Attribute £44.50 to Parish Plan budget Cheque to be released on collection of items and invoice</i>	69.00
Dartmoor Heathers & Gardens		<i>Items to be included on March invoice as less than £100</i>	

*Clerk's Expenses £

Working from home expenses	14.00
Stationery: 3 x A4 paper [£2.75 x 3], 2 x window DL envelopes [£1.99 x 2], C4 envelopes [£2.99], DL envelopes (plain) [£2.49] & 2 x window DL envelopes [£2 x 2 purchased as envelopes ordered on-line did not arrive in time to post allotment invoices]	21.71
Giffgaff "goodybag" – monthly bundle of minutes, texts & data for Parish Council's mobile phone	10.00
Mileage: 23/1/2019: Hennock to inspect/photograph signs and bins at Five Lanes in response to a complaint: 12 miles less mileage to/from CKVH of 9 miles = <u>3 miles</u> ; & 11/2/19: Hennock to inspect footpath to Play Park & measure phone box for signage for Parish Plan questionnaire responses: 12 miles less mileage to/from CKVH of 9 miles = <u>3 miles</u> ; TOTAL: 6 miles @ 60.1p per mile	3.60
Postage/stamps (includes 46 x 2 nd class stamps for allotment invoices and recorded delivery to solicitors)	52.37
Total	101.68
Cheque No.	2697

11.2. Financial Statements: A Receipts and Payments Account and a Bank Reconciliation for the 10 months ended 31st January 2019 were presented to the Council, which showed the current account credit balance of £41135.35 and the Savings Account credit balance of £7,140.00, the balance of which equated to the Receipts and Payments closing credit balance of £48275.35. It was resolved that the financial statements be approved.

11.3. Communities Together Fund: successful application for Clarity consultation: The Parish Council has been successful at securing £1636 from the Communities Together Fund to pay towards the cost of the Clarity consultation [Clear Solutions for Social Purpose Organisations - Clarity is an independent not for profit Social Enterprise established in 2014. Its vision is to develop new skills in, and provide information to, third sector groups, enabling them to better deliver their services. Clarity has put together a proposal which includes working with the two primary schools in the Parish to gain the views of children aged 5-11 to get feedback from the children. The consultation process will also include consultation with young people aged 11-18 and the intention of the Parish Council through this consultation process is to improve the lives of young people]. Chudleigh Town Council has also been successful with its application for £614 supporting this project which means the consultation cost of £2250 will be fully funded. The Parish Plan Steering Group next meets on Tuesday 19th February and will take this forward.

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11.4. Highway Maintenance Community Enhancement Fund [HCEF] application made towards Parish Lengthsman costs: The Neighbourhood Highway Officer at DCC has confirmed that she is more than happy to support the Parish Council's application for a funding application for £3250 (50% of the cost of its Parish Lengthsman for 2019/20) and so an application has been submitted – the application will be reviewed in March.

11.5. Community Fund applications for 2 x road signs from Dunley Cross to Clay Lane Bridge: DCC Highways has confirmed that the Parish Council can proceed with installation of the signs on the road from Dunley Cross to Clay Lane Bridge warning drivers of pedestrians crossing the road at the end of Black Path as part of the Ant Trail. District Councillors L Evans and R Keeling have confirmed that they are happy to contribute £200 each towards the road signs which cost £510 (plus VAT) leaving a balance to fund of £110. After some discussion, the Council resolved the following: (i) the Parish Council will fund the balance of £110 from the Parks & Open Spaces budget or from reserves depending on the year-end position; & (ii) Notwithstanding Financial Regulation 11.1.(i). it will accept the one quote from SJB Signs on the basis that it is just over the limit of £500 requiring 3 quotes, SJB Signs is a preferred contractor and offers good value for money and SJB Signs has already done some work advising the Clerk on the design and providing a mock-up of the sign and specifications for DCC approval.

12. REGISTERING THE PARISH COUNCIL'S LAND AT LAND REGISTRY: [Please refer to Appendix A] which is a letter to the Parish Council's solicitors setting out the current position in terms of registering the Council's land at Land Registry. After some discussion, the Council agreed that, whilst any two councillors may sign to execute a legal deed, for practical purposes the Chairperson and Vice-Chairman will do so and complete the ID/money laundering documentation.

13. CORRESPONDENCE FOR CONSIDERATION AND ACTION:

13.1. Cllr Bernard Kelly: Letter to the Chairperson advising that Bernard will not be standing for election in May. The Chairperson thanked Bernard for his contribution to the work of the Parish Council and particularly for representing the Council at civic occasions.

13.2. NEST: Further letter reminding the Parish Council about changes in pension contribution rates with effect from April 2019 – rates as previously advised and copy of letter sent to Hawthorns Accounting Services Ltd who process the payroll.

13.3. Resident A: Email regarding the proposed affordable housing development in Hennock with particular reference to the restrictive covenants. The Clerk has responded with extracts from the minutes of the Parish Council meeting held on 11th December 2018 and a copy was sent to Mary Ridgway, Housing Enabling Officer at Teignbridge District Council – Karen Hillhouse, Land and New Business Manager of Hastoe Group, has responded directly to the resident advising that she is seeking feedback from their solicitor and will respond more fully when she has the solicitor's report.

13.4. The Digital Local Council: Article referring to accessibility regulations for websites: The Government guidance suggests the legislation will be quite onerous but, in some situations, it may not be necessary to fully meet the standards for all of the website if it would cause a disproportionate burden to the Parish Council. Existing websites must meet the accessibility standards by 23rd September 2020 and so the Council has some time and it is very likely that DALC [Devon Association of Local Councils] will offer some guidance for Parish/Town Councils as well as the Digital Local Council. It is something to "keep on the agenda" and meanwhile keep new website articles as simple as possible.

13.5. Devon County Council Highways: DCC Highways will not approve the installation of a sign on the right entrance gate (entrance from Bovey Tracey direction) which depicted a speed camera and the words, "Community speed watch area" because there is a sign that has been agreed with Devon & Cornwall Police which DCC Highways install at active community speed watch sites. A representative of the Traffic Team at DCC Highways is currently reviewing all the speed signage within Chudleigh Knighton in order to make sure everything is compliant for the Community Speed Watch.

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13.6. Teignbridge District Council [TDC]: Letter advising that TDC has resolved that the Environmental Play Area at Chudleigh Knighton should be listed as an asset of community value under the Community Right to Bid process. The asset owner (Sibelco) has the right to request that TDC review its decision. The Clerk has corresponded with Jamie Heron of Sibelco and explained the implications of the asset being listed.

13.7. TDC: General guidance about the forthcoming elections on Thursday 2nd May; it is particularly important to note the change to the form of nomination which applies this year as candidates must now complete and submit a separate home address form as part of their nomination. An informal event for prospective candidates was held on Wed 6th February at Old Forde House, Newton Abbot.

13.8. Resident B: Request for lettings criteria for properties at Apple Tree Close, Chudleigh Knighton as a local resident has been declined a property – awaiting a response from Westward Housing on this matter.

13.9. Resident C: Complaint regarding a Sibelco lorry and large bulldozer passing through Chudleigh Knighton at 5.18am on 12th February. This complaint has been passed on to Sibelco and a response is awaited.

14. PLAY PARKS MATTERS: (i) Resurfacing/capping of wet pour under nest swing at Chudleigh Knighton Play Park: refer to minute item 11.1. (ii) Footpath to Hennock Play Park - the top layer to the surface for about a 10-metre stretch has worn away and the underlayer is sticking to people's footwear and being eroded; & (iii) Kitchen waste being placed in the bin in Chudleigh Knighton Play Park: refer to minute items 8.5. & 11.1.

15. REPORTS FROM PARISH COUNCIL REPRESENTATIVES ON OUTSIDE BODIES: Cllr Dixon attended the Hennock Village Hall Committee meeting: they are planning the Hennock show and have invested in new PA equipment.

Cllr Kelly attended Teignbridge District Council's Annual Civic Service as a representative of the Parish Council which he said was a very nice service. However, he feels that Parish Councillors are not given the same recognition as Town Councillors at such occasions and he felt quite uncomfortable having led the procession to find that there was no seat/name card for him and he was asked to move back suggesting he was inferior to the Town Councillors. Cllr Kelly will not be standing for re-election in May and he shared his experience so that a future councillor representing the Parish Council at such events (who are not as "thick-skinned" as him) won't be upset by such an experience. At last years' service Cllr Kelly arrived and lined up outside of the Church with others in their Chains of Office but when he got to the entrance, he was refused entry and told it was for Town Councils and not Parish Councils. He was the only representative of a Parish Council and the only person turned away.

After some discussion, the Clerk was instructed to write to the Chairman of Teignbridge District Council to request that this matter is given consideration for future occasions and that Parish Councillors are treated on a par with Town Councillors.

Cllr Fisher attended the TALC meeting on 7th February which included a talk on the 2019/20 TDC budget proposals: 2019/20 is satisfactory but a £1.3m revenue gap is likely for 2020/21. Devolution of assets was also discussed, e.g. assets/services being taken over by Parish/Town Councils which TDC is no longer able to provide. A formal policy will be issued next month. Lots of Parish/Town councillors are very angry about this, stating that they could only do this by increasing their precept. The Chairperson referred to this as "double taxation".

16. MATTERS BROUGHT FORWARD BY PARISH COUNCILLORS: Cllr Curran reported that the Parish Council had received a donation towards plants for the mining truck site in Hennock and specifically for some snow drops. The resident who gave the donation has commented that no snowdrops have appeared and the Clerk was, therefore, instructed to raise this with the Parish Lengthsman.

Cllr Webb reported that the white lines in the middle of the road on the B3344 in Chudleigh Knighton (Chudleigh side) have faded and the road is cracking. The road has not been resurfaced within the last 3 years and so Cllr Webb agreed to refer this matter to DCC Highways.

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Cllr Fisher reported that there had been suggestions on the Facebook page about a skatepark in Chudleigh Knighton; the Chairperson advised that young people will be consulted as part of the Parish Plan update.

Cllr Parker reported that the road barrier to the A38 as you enter Chudleigh Knighton from Clay Lane – a wooden fence – is broken and the Clerk was instructed to report this matter to DCC Highways.

The Chairperson, on behalf of the Council, formally thanked Mr Brian Marnham, the Snow Warden, and Mr Jon Hole for salting the roads in Hennock and Teign Village during the period of snow - this was greatly appreciated by local residents.

The Chairperson “flagged” that people are needed to deliver the Parish Plan questionnaires: Cllrs Baker and Kelly agreed to deliver to Stokelake, Cllrs Curran & Dixon agreed to deliver in Hennock and the Clerk was instructed to ask Jan Williamson if she would be happy to deliver to Teign Village residents.

17. DATES, VENUES AND TIMES OF NEXT PARISH COUNCIL MEETINGS:

Tuesday 26th February 2019 Planning Committee meeting in The Old Library Room, Chudleigh Knighton Village Hall starting at 7.30pm

Tuesday 12th March 2019 Parish Council meeting in Chudleigh Knighton Village Hall starting at 7.30pm

PART II (Private): None.

As there was no further business the meeting ended at 8.45pm.

..... **Chairperson**

Dated.....