

KENTON PARISH COUNCIL

Minutes of the Parish Council meeting held at Victory Hall, Kenton on Wednesday 10 February 2016 at 7.00pm

Present

Cllrs C Britton (Chairman), D Appleton, D Blount, S Cowell, S Maguire-Walker and J Randall

Also present

Suzanna Hughes (Clerk), District/County Cllr Connett (from 7.28pm), Lord Charles Courtenay (Earl of Devon), Maureen Pearce (TDC), PC Harvey and ten members of the public

The meeting was opened by the Chairman at 7.00pm.

160210.01 Apologies for Absence

- Cllr C Thompson

160210.02 Open Forum

- 2.1 It was reported that a large branch from one of the willows near the brook on Pear Tree Close has fallen bringing down another and blocking the brook. He informed members that he had now removed it from the brook. It is understood that TDC had carried out a recent survey of the trees and had indicated that they were safe. Residents of properties adjacent to the trees are generally concerned about their properties should the trees lose any further limbs.

It was reported that the hedges and trees have grown over the street lamps on Exeter Hill thus making it very dark.

- 2.2 The Earl of Devon informed the meeting that should the parish wish to hold a village celebration to commemorate HM The Queen's 90th birthday, the Estate would be happy to accommodate a beacon on its land, as was done for the Queen's Diamond Jubilee.

The Earl of Devon spoke about Radio 1's Big weekend which will be held in the deer park on the weekend of 28/29 May. He informed the meeting that there would be 25,000 people attending each day. The BBC, Exeter City Council and Teignbridge District Council are heavily involved with the organisation of the event and once a transport management plan has been organised he would present this to the parish. He stated that his aim is to minimise vehicular traffic to the event.

A member of the public commented that in the past there has been a reluctance for people to use the designated drop off and pick up points. This was noted.

A concern was raised about the capacity of the mobile cell. It is understood that the BBC, which is used to organising large events such as this, will bring some additional masts and ISDN lines.

A resident of South Town asked about the hours when music will be playing. He was advised that the music will run from midday until 11pm. The main stage is in the Deer Park which is quite a way from South Town.

- 2.3 Maureen Pearce, TDC, gave a presentation on how the parish can engage in a locally listed buildings project. She explained that whilst it offers no statutory protection (unlike Grade 1 and 2 listed buildings), there is a policy back-up (in the Local Plan) in that it would become a material consideration if development was proposed. Newton Abbot railway station was given as an example of a building which has been locally listed and although it is a non-designated asset, it will now have some protection. She suggested that should the parish wish to pursue this, a list of buildings/land/features/landscapes is made, they are photographed, the Historic Environment

Record is inspected and a physical description of the building is written. The community would be consulted prior to TDC formally recognising the local listing. She suggested that it would be good to review the Conservation Area Appraisal at the same time. Good practice and other information can be found on the Historic England website.

A question was asked about whether the material consideration also applies to the setting of the property. This was confirmed.

A question was asked whether TDC has ever considered Article 4 directions to remove permitted development rights. It was confirmed that, to date, Article 4s have not been used for heritage issues.

A question was asked whether the listing would last in perpetuity. It was confirmed that they could be reviewed at the same time as the Conservation area appraisal approximately every five years.

There being no further questions, the Chairman thanked Maureen Pearce for her presentation and she left the meeting.

160210.03 Declarations of Interest & Requests for Dispensations

Members were reminded of their responsibility to continually update their Notice of Registerable Interests and invited to state whether they have any interest in the items to be discussed during this meeting in accordance with the Council's Code of Conduct. Unforeseen requests for a Dispensation to be considered at this point only if there was no way a Councillor would have been aware of such before the meeting.

There were no other declarations of interest or requests for dispensation.

160210.04 Ratification of Minutes

Members present received the minutes of the Parish Council meeting held on 13 January 2016. It was agreed unanimously by those members present and voting that the minutes of the meeting dated 13 January 2016 be signed by the Chairman as a true and correct record of the meeting.

160210.05 Police Report

PC Rob Harvey reported as follows:

Reported crimes from 12/01/16 – 10/02/16

Kenton (2 crimes)

- Historical Sexual Assault from over 30 years ago – Under investigation.
- Drink Drive & No Insurance – Crashed into The Dolphin Inn. Offender found hiding nearby and has been arrested and charged.

Other matters

- Nil

A member of the public informed PC Harvey that a car was regularly being parked at the bottom of Pitt Hill causing an obstruction. PC Harvey offered to look into it.

He was also informed that a vehicle is being parked at the top of Higher Down also causing obstruction.

Cllr Appleton informed PC Harvey that the school would appreciate some police presence from time to time at the start and end of the school day as parking/dropping off was an issue around the school at those times.

160210.06 District/County Councillor's Report

Cllr Connett had nothing to report.

160210.07 Village Tidyman Report

Peter White reported as follows:

- The wooden rails each side of the lych gate and the gates at the cemetery need looking at.
- Three of the posts have been repositioned in the memorial garden which will allow for two more grave spaces.
- The Chairman has been given a quotation for supplying and fitting the glass in the South Town bus shelters.
- There have been complaints from footballers that the grass at the playing field needs cutting. Could this be pointed out to the school.
- The hedge that borders the road at the allotments has been cut this week. In fact, both sides on the whole of the road have been cut.
- A caravanette has been parking regularly in the car park for prolonged periods. It is suggested that a polite notice is placed on the window asking that it is removed as it contravenes the rules of the car park.
- Due the bad weather, several drains are full and need emptying:
 - On the corner outside the Rodean
 - On the A379 above Kenton View, opposite Bakers Yard
 - Outside 3 Manor Gardens, East Town Lane
 - Outside the car entrance to Penhayes House on the A379
- There are serious concerns amongst some of the residents of Pear Tree Close about branches which have fallen from the large willow trees near the brook

160210.08 Delegate Reports

8.1 Dementia Friendly Village:

Cllr Blount reported that the group has had some responses to the leaflet and a number of offers of help had been given. Some sessions have also been arranged to explain the purpose of the group etc. Ann German would be happy to run a session in the village. Kenton is the first village to be formally registered with the Dementia Action Alliance as a 'Dementia Friendly Village'.

8.2 Friends of the Field:

Cllr Appleton has nothing to report from Friends of the Field. He advised that he had attended a Community Forum and the school were grateful for being engaged with the Neighbourhood Plan.

8.3 Storage of Kenton Archives:

The Chairman reported that he had spoken to the vicar and in principle they are keen as there is not a huge amount to store and they will not be accessed all the time. It was understood that a cupboard has been allocated and the church will be working with the Chairman of Kenton Past and Present, Ann Bond.

8.4 Website:

Cllrs Randall and Maguire-Walker informed members that they had met with Paul Harmsworth. In summary, they recommended that the Council employs someone to keep the website up to date. It was agreed that they would make contact Terri Miranda, who had originally agreed to update the website for the Council in return for a small fee, to discuss terms etc.

8.5 West Exe Cluster:

The Chairman advised that it had been agreed to wind up the West Exe Cluster and to distribute the funds equally between the five member Councils.

160210.09 Finance and Governance

9.1 Invoices for payment - it was agreed unanimously that the payments as listed in the supporting documents (attached) be approved and cheques signed.

9.2 Members received a report from the clerk regarding changes to the smaller authorities' local audit and accountability framework. It was agreed that the Council would remain opted-in to the Sector Led Body arrangements for the procurement of external audit.

9.3 Members received and noted a report from the clerk outlining its responsibilities with regard to pension provision and auto enrolment requirements.

9.4 Members received a draft Anti-fraud and Corruption policy. It was agreed to adopt the policy.

160210.10 Playing Field/Hard Court

10.1 Members were informed that a quotation had been sought for repairs to the changing room door but had not yet been received.

10.2 Members received confirmation that 2 x 6ft picnic tables and 1 x 6ft bench have been ordered using surplus Jubilee funds at a cost of £475. They should be ready the last week of March/first week of April. A site meeting will be arranged in due course to decide where to place them.

10.3 Cllr Appleton advised that TDC do not wish to continue with the licence agreement for the youth shelter on the playing field and have asked whether it was something which the school or Parish Council would wish to take over responsibility for. After discussion, it was agreed that the Parish Council would be prepared to take over responsibility from TDC with a caveat that TDC continues to maintain and empty the rubbish bin next to it.

10.4 Members agreed the annual ROSPA inspection of play equipment with 'Play Inspections' at a quoted cost of £62.50 + VAT

10.5 Members were informed that there were no issues with the play equipment which required attention.

160210.11 Planning

11.1 **New applications/appeals**
No applications received.

11.2 **Decisions**
No decisions were reported.

11.3 Members to receive correspondence from TDC giving notice of its intention to cease providing paper copies of planning applications with effect from 3rd May 2016.

After discussion, it was agreed that this Council would object to this proposal and request that it continues to receive paper copies. Members considered that although it was possible to view most plans on line, it was sometimes difficult to appreciate scale and perspective. The Parish Council does not have the facility to view applications on line at the meetings themselves. There is no wifi and no 3G reception. In addition, it does not own a projector and screen and these items have not been budgeted for. It is not really satisfactory for councillors or members of the public to crowd around a lap top screen.

160210.12 Neighbourhood Plan

It was reported that the evidence base is just about complete. A workshop has been arranged for 27 February.

The clerk advised that she was in the process of completing an End of Grant report and any unspent grant funding would have to be returned to Groundwork UK.

Cllr Maguire-Walker informed members that a housing sub-committee meeting had been held, of which she is the Chairman. It is planned to have a walk around the village.

- 160210.13 Bus Shelters**
A quote for supplying and fitting the glass in the South Town bus shelters was considered. It was agreed not to accept this quote at this stage but to contact Alan Brook to find out whether he would be able to fit the glass if the Parish Council purchased it independently.
- 160210.14 HM The Queen's 90th Birthday Celebrations**
Members noted that Powderham Estate is willing to offer a site for beacon should the parish wish to arrange an event. It was agreed that the Parish Council should establish whether there is a desire to arrange an event by advertising in the parish magazine with a view to making a decision at the next meeting.
- 160210.15 Highways & Footpaths**
No issues.
- 160210.16 Members' items for information or general discussion, for inclusion on future agendas and/or items requiring urgent attention**
[Members were reminded that they have not received the statutory notice of this business to be transacted and should therefore recognise that any decision made may be taken to be unlawful if challenged in the future]
- 16.1 With reference to the willow trees by the brook (raised in the Open Forum at item 2), Cllr Connett advised that he had escalated the matter to director level at TDC because of the safety issues. On balance, he thought that they should be felled. After discussion, it was agreed that this Council's preference would be for the trees to be pollarded rather than cut down and that this should be expressed to TDC along with the concerns of residents living adjacent to the trees. Members supported the suggestion that they should be pruned back to 10-12 feet with a firm structure.
- 16.2 With regard to the Local Listings project, as outlined by Maureen Pearce, TDC, in the open forum at item 2, Cllr Randall expressed her desire to be part of the project. Cllr Appleton expressed that he had some reservations about imposing a 'local listing' on properties in the parish and the impact this might have for the owners of those properties. Ann Bond clarified that the project also applies to land and features within the village, such as The Triangle, and not just properties. It was agreed that Ann Bond and Cllr Randall would work together initially to move the project forward.
- 16.3 Members considered a request from Rev Lord-Lear to place church notices in the Parish Council noticeboard. Members agreed that this was not appropriate.
- 16.4 It was agreed that Councillors' details displayed on the noticeboard needs updating.
- 16.5 It was agreed to place a polite notice on the caravanette parked in the car park (referred to at item 7) asking that it be removed.
- 160210.17 Correspondence**
- 17.1 Electoral Review of Devon – members received and noted the Boundary Commission's final recommendations.
- 160210.18 Date of Next Meeting**
It was confirmed that the next meeting would be held on 9 March 2016 at 7.00pm in Victory Hall.
Cllr Appleton informed members that he would be unable to attend that meeting.

Part II

Members of the public and press are excluded from this meeting as the items under discussion contain information exempt under Local Government Act 1972 Schedule 12A

- 160210.19 Employee's Salary Review**
Members received a report for their consideration. It was agreed that the clerk would move up 1 point on the NJC pay scale to SCP 27. It was also agreed that Peter White would move up 1 point on the pay

scale to SCP 8. More information was required before a review of the Booking Clerk's role and salary could be made. This was deferred to March's meeting.

The meeting was closed by the Chairman at 9.18pm.

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Chairman

9.1 Payments for approval

Cheque no	Payee	Details	Amount
000273	Marsh Barton Security	Car park security patrols (January)	£33.60
000274	S Hughes	Mileage, postage, paper	£59.16
000275	Cullompton Town Council	Neighbourhood Plan Survey Monkey	£240.00 (payable from NP grant)
000276	P Weston	Neighbourhood Plan support	£1,575.00 (payable from NP grant)
000277	S Craythorne	Neighbourhood Plan admin expenses (ink and paper)	£112.00 (payable from NP grant)
000278	Starcross Parish Council	One fifth share of remaining Kenn Valley Project funds	£465.67
000279	Dawlish Town Council	One fifth share of remaining Kenn Valley Project funds	£465.67
000280	Exminster Parish Council	One fifth share of remaining Kenn Valley Project funds	£465.67
000281	Kenn Parish Council	One fifth share of remaining Kenn Valley Project funds	£465.57