

KENTON PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held in Kenton Victory Hall on Wednesday 8 May 2024 at 7.00pm

Present

Councillor D Blount (Chair), H Bright, J Hare & K Savill

Also present

Suzanna Hughes (Clerk), County Cllr Connett, District Cllr Taylor and 4 members of the public

The meeting was opened by Cllr Blount at 7.30pm.

240508.01 Election of Chair

It was proposed by Cllr Bright, seconded by Cllr Savill and agreed unanimously that Cllr Blount is re-elected Chair.

240508.02 Election of Vice Chair

It was proposed by Cllr Savill, seconded by Cllr Hare and agreed unanimously that Cllr Bright is re-elected Vice Chair.

240508.03 Resignation & Apologies for Absence

3.1 Members received the resignation of Cllr David Smith. He was thanked for his contributions as a Parish Councillor including the work on Brook Path, the installation of the new play equipment, the village car park wall and the Emergency Action plan. The Council was most grateful for his work and he will be greatly missed.

3.2 Apologies were received from:

- Robert Neill (Flood Warden)
- Andy Bowker
- PCSO Saul Bunce & PC Ben Chadwick

240508.04 Declarations of Interest

All members were 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. None were declared

No requests for dispensation were received.

240508.05 Open Forum

No comments.

240508.06 Ratification of Minutes

6.1 Members received the minutes of the Annual Parish Meeting held on 10 April 2024. It was agreed unanimously that those minutes are signed by the Chairman as a true and correct record of the meeting.

6.2 Members received the minutes of Parish Council meetings held on 13 March and 10 April 2024. It was agreed unanimously that those minutes are signed by the Chairman as a true and correct record of the meeting.

240508.07 Roles and Responsibilities

It was noted that the most of the responsibilities were shared across the whole Council. These include Finance, Planning and the Playing Field/Hard Court. It was agreed, however, that Cllr

Blount would continue as the guardian of the defibrillators, carrying out the weekly checks and reporting to the Ambulance Service. Cllr Blount will also keep a watching eye over the car park including monitoring the sandbag store and recycling banks. Roles will be allocated for specific projects as they arise. Cllr Hare offered to look at setting up a Parish Council Facebook page.

240508.08 Review of Policies and Governance Documents

No amendments were proposed to these documents. It was noted that the mower and strimmer have been taken off the Assets Register since their disposal.

230517.09 Reports

9.1 Police Report and Community Speedwatch

During the period, 1 – 30 April 2024, there were 11 recorded offences in the Kenton area.

- Theft x 4
- Burglary x 6
- Criminal damage x 1

All of these crimes were confined to the allotments.

9.2 County Councillor's Report

Cllr Connett advised that pool of water on Slittercombe Lane has been reported and he will continue to pursue this with Highways.

He will continue to follow up the matter of ownership of the bank on Kenton Hill which continues to slip.

A second and very positive meeting relating to Brook Path and the brook was held at County Hall. DCC officers have agreed to look at various options for lining the brook and rebuilding the wall to create a path to go alongside. The Parish Council has committed to a financial contribution; DCC has committed to organise it and act as the banker. Cllr Connett and District Cllr Taylor met with Cllr Martin Wrigley (Leader of TDC) to show him the Brook with a view to looking at whether TDC are able to make some form of contribution also. Cllr Blount had asked at the meeting that whatever the outcome, could a meeting be arranged in Victory Hall so that residents could come and see what is proposed. There was agreement to do that on the understanding that it wouldn't be a consultation; it would be to inform residents of what will be happening. DCC's view is that work could be done by mid-October. Cllr Connett is very encouraged by the way people are working together to progress this.

9.3 District Councillor's Report

Cllr Taylor supported Cllr Connett's comments that the meeting at County Hall regarding Brook Path was very positive. Following the walkabout with TDC's Leader of the Council, Cllr Wrigley, officers have been invited to the next meeting at County Hall to establish what support TDC is able to offer.

The government has announced a further Household Support Fund and DCC has given £330k to help deliver support to vulnerable households in the district.

9.4 Volunteer Flood Warden's Report

Robert Neill had nothing to report this month though he will continue to keep an eye on what's happening up the valley.

9.5 Action Reports

None

240508.10 Brook Path & Slittercombe Lane Culvert

Cllr Connett had already provided an update at item 9.2.

There was a discussion about the wall at the entrance to Brook Path which collapsed during the floods in September as concerns had been raised by the owners of the adjacent property at the Old Bakehouse about its reinstatement. Cllr Hare had advised them that, when the wall is reinstated, it will be a construction which will allow water to pass through (e.g. a fence or railings instead). The matter of ownership had also been raised as it was thought by those residents that the wall belonged (in full or part) to The Old Bakehouse. Members agreed that there would be communication with affected residents before any action is taken. Cllr Hare agreed to reassure the owners of The Old Bakehouse that the matter had been discussed by the Council and their issues noted.

240508.11 Finance and Governance

11.1 Payments

Members received the invoices for payment and it was agreed unanimously that the payments as listed are approved (attached).

11.2 Audit 2023/24

11.2.1 Members received and noted the year end bank reconciliation.

11.2.2 Members received the internal audit report and noted that no issues had been raised. It was agreed that this Council is confident that the internal audit arrangements provide excellent reassurance for the public that the financial systems are robust and fit for purpose and to continue with the appointment of Lee Accounting (South West) Ltd as the Internal Auditor to the Parish Council.

11.2.3 Members received Section 1 of the Annual Return (Annual Governance Statement 2023/24). It was agreed to approve Section 2 of the Annual Return and authorise the Chair and Clerk/RFO to sign it.

11.2.4 Members received Section 2 of the Annual Return (Accounting Statements 2023/24). It was agreed to approve Section 2 of the Annual Return and authorise the Chair and Clerk/RFO to sign it.

11.3 Insurance

Members received a quotation for insurance for £1065.06 which was accepted. (This is the second year of a 3 year LTA).

11.4 Small Grant

Following receipt last month of a small grant application from Kenton in Bloom towards their public liability insurance, it was agreed to make a grant of £80 to cover the total cost of the policy.

240508.12 Planning

12.1 New planning applications/appeals

None

12.2 Decisions

12.2.1 [24/00551/CLPD – 18 Staffick Close, Kenton](#)

Certificate of Lawfulness for proposed rear extension and side passageway infill

Members noted that TDC has determined that the works as described would have been lawful under Schedule 2, Part 1, Class A of the Town and Country Planning (General Permitted Development) (England) Order 2015

12.2.2 [23/01901/LBC – 12 Oxton House, Kenton](#)

Retention of fence

Members noted that TDC has granted Listed Building Consent.

12.2.3 [23/01984/FUL – 12 Oxton House, Kenton](#)

Proposed fence

Members noted that TDC has granted conditional planning consent.

240508.13 Climate and Biodiversity

There was a lengthy discussion about the Council's role in not only finding ways of making its own policies and practices as climate and biodiversity-friendly as possible, but to also engage with residents and support them to do their bit to enhance biodiversity and tackle the climate emergency. Having previously tried to recruit volunteers via the parish magazine (unsuccessfully), it was agreed that individual residents with an interest in this would need to be approached. To this end, members agreed to 'recruit' one person each from the parish to join a small group with a view to taking this forward.

240508.14 Playing Field & Hard Court

The perimeter fence has not been repaired but the Trust has advised that they will be progressing the work as soon as possible given other operational demands. In response to concerns about the overgrown hedges in East Town Lane, the Trust has advised that they will be working to get that resolved at the same time as the perimeter fence.

The Chair advised that he had received an email from a resident about sourcing funding for additional play equipment. He will keep these details on file until Brook Path has been completed and the Council is in a position to start looking at adding to the equipment in the play area.

240508.15 Highways and Footpaths

Residents are encouraged to report all potholes:

<https://www.devon.gov.uk/roads-and-transport/report-a-problem/report-a-pothole/>

There has been a land slip on Butts Hill; it was thought to be the landowner's responsibility. District Cllr Taylor advised that he will confirm this.

A comment from a resident was made about unsightly sandbags being stored at the front of properties in the centre of the village and there was a brief discussion about either returning these to the sandbag store or disposing of them if damaged. It was acknowledged that they were very heavy and some residents may struggle to move them; it was suggested that volunteers linked to the Flood Warden 'team' could offer to move sandbags for residents if weight was a problem. It was agreed that no urgent action was necessary until work on Brook Path has been completed after which a more active approach to tidying up the centre of the village might be justified.

The missing paving slab on Penhayes steps has still not been repaired. Cllr Connett is aware and will follow up with DCC.

240508.16 Correspondence

None

240508.17 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]

None

240508.18 Items for Inclusion on Social Media, Parish Newsletter, Website, Notice Boards etc

The Chair has sent an article to the newsletter requesting residents not to use drawing pins to display notices in the bus shelter.

240508.19 Date of Next Meeting

The next meeting of the Parish Council will be held on 12 June 2024 at 7.30pm.

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Chairman

8 May 2024**Item 11:****Expenditure**

Payment type	Payee	Details	Amount
Standing Order	Salary	May	£528.82
Online	Clerk	Travel (Feb-May incl)	£64.80
Online	Lee Accounting (South West) Ltd	Internal audit of accounts	£240
Online	Plant Tech	Grass cutting – April	£480
Taken from 1 st instalment of precept	DALC	Annual subscription	£413.16
Online	Ball Colegrave Ltd	Flowers and plants	£737.66

Income (5 April – 2 May 2024)

Date received	Received from	Details	Amount
April	Various	Cemetery	£740
April	TDC	First instalment of the precept	£26795.50
April	HMRC	S126 VAT reclaimed from 2023/24	£3648.79

Bank Balance at 2 May 2024

Current account	£49,905.26
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