

# KENTON PARISH COUNCIL

## Minutes of the Meeting of the Parish Council held at Victory Hall, Kenton on Wednesday 14 June 2017 at 7.00pm

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### Present

Cllrs C Thompson (Chairman), D Appleton, D Blount and J Randall

### Also present

Suzanna Hughes (Clerk), District/County Cllr Connett and one member of the public

**The meeting was opened by the Chairman at 7.00pm.**

### 170614.01 Resignation and Apologies for Absence

1.1 Members received the resignation of Cllr Britton. His contribution to the Council and his tenure as Chairman was very much appreciated and a letter of thanks would be sent.

1.2 Apologies were received from:

- Cllr Cowell
- Cllr Maguire-Walker
- PC Rob Harvey & PCSO Adrian Overieu

### 170614.02 Open Forum

Peter White commented on the weeds and informed members that they needed spraying in the cemetery. Other areas of the village were also discussed including St Annes, Penhayes Steps, Mamhead Road (by the Methodist Church) and Orchard Close. Members were reminded that DCC no longer sprays weeds. It was agreed to ask Stuart Bradford if he carries the appropriate licence for spraying weeds in a public place and, if so, to seek a quotation for a day's spraying.

### 170614.03 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 declarations of interest or requests for dispensation.

### 170614.04 Ratification of Minutes

Members present received the minutes of the Parish Council meeting held on 10 May 2017. It was agreed unanimously that those minutes are signed by the Chairman as a true and correct record of the meeting.

### 170614.05 Police Report

Reported crimes from 9/5/17 – 14/6/17:

#### Kenton (2 crimes)

- Common assault – minor assault on carer by a person with behavioural problems. Reported for recording purposes only. No police action.
- Criminal damage to motor vehicle – part of the same incident as above and will be sorted out internally. No call for police action.

#### Powderham (2 crimes)

- Burglary - break in and theft to a residential premises. Enquiries ongoing.
- Vehicle interference – small window smashed of parked and unattended vehicle in the back road at Powderham during the late afternoon. Nothing stolen. No leads.

#### **170614.06 District/County Councillor's Report**

Cllr Connett apologised for the late notice of the traffic lights at South Town being switched off. This was due to thatching at an adjacent property. He has taken up the issue of overgrowing weeds on the pavement in South Town with Jamie Hewitt who is pursuing the matter with Powderham. Residents have been in touch with him about the overgrown hedge adjacent to the playing field in East Town Lane. The school has arranged for their contractors to cut this in September.

#### **170614.07 Village Tidyman Report**

Peter White made the following observations:

- The blue 'Free car parking' sign mounted on the lighting post needs replacing (the lettering has fallen off)
- Despite the 'No Fly Tipping sign', there have been at least three incidents of rubbish being dumped directly beneath the sign this month
- The stream needs clearing as it is very clogged up with weeds

#### **170614.08 Delegate Reports**

##### **8.1 Dementia Friendly Village:**

Cllr Blount reported a successful morning with the Beavers at the most recent Reflections Cafe. This month's event will run in conjunction with Art in the Aisles. July's Cafe will feature an animation workshop with Helen Mason, an occupational therapist. A suggestion has been made to make the allotments dementia friendly and there is a suggestion to create a sensory garden in the village. A quiz at The Dolphin is being held to raise additional funds. Broadband in the church will be connected at the beginning of July and it is hoped that there will be some IT sessions organised. Nobody attended Annette German's awareness session on 3 June but another session has been arranged for 29 June. The AGM is being held on 11 July.

##### **8.2 Friends of the Field/Community Forum:**

No report.

##### **8.3 Local Listings Project:**

Cllr Randall advised that there was nothing further to report at this stage.

#### **170611.09 Finance and Governance**

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

13.2 It was agreed that following Cllr Britton's resignation it was necessary to replace him as a signatory. It was agreed that Cllr Randall would become a signatory.

#### **170611.10 Planning**

##### **10.1 New applications/appeals**

###### **10.1.1 17/01073/FUL – April Cottage, Willsland Close, Kenton**

Raising of roof to create first floor accommodation including new dormers and replacing garage with a covered car port

Members had no objections to this application.

###### **10.1.2 17/01382/FUL – 1 Saint Annes, Kenton**

Single storey side extension

Members had no objections to this application.

##### **10.2 Decisions**

17/01144/FUL – 1 Pear Tree Close, Kenton

Members noted that TDC has granted conditional planning permission.

**170610.11 Neighbourhood Plan**

The Chairman reported that a meeting was held on 7 June at which members reviewed a draft structure of the Plan and how to achieve it. It may be that a consultant will be required but this is subject to funding availability. The group also looked at the revised Housing Development Policy which can now be taken forward to form a more substantive policy.

**170610.12 Defibrillators**

**12.1 Victory Hall defibrillator:**

Members reviewed the advice of the electrician and the suppliers regarding the suitability of the cabinet for outdoor use. The cabinet is rated IP54. Despite having been confirmed by the suppliers, it was agreed that the clerk would contact the manufacturer for confirmation that it can be used outdoors. Details of the electricians used by the Victory Hall were also supplied in order to obtain an alternative quote.

**12.2 Adopted telephone kiosk:**

It was noted that there had been no progress with regard to refurbishment of the telephone kiosk. The clerk advised that the defibrillator for this location had been delivered and was ready to be installed.

Cllr Randall informed members that £250 had been raised from the quiz held at The Dolphin towards the cost of providing and installing the defibrillators.

**170610.13 Noticeboards**

Cllr Randall advised that the village noticeboard appeared to be letting in water in the bottom corner and also required a new back board. It was agreed that Cllr Appleton would ask Harry Gaydon to have a look at it with a view to repairing it. Cllr Randall advised that she thought that the village map should be moved to where the litter bin currently is. This was agreed. Peter White understood that this would be funded by DCC as part of the P3 scheme. A new map is currently being produced by DCC and Peter White advised that he would arrange for it to be suitable mounted before it is inserted in the recently refurbished frame.

**170610.14 Allotments, Mamhead Road**

Members noted correspondence from Kenton Village Allotments chasing the renewal of the lease. However, the Council had been advised that the delay is being caused by probate. It was agreed, in the meantime, to ask the Estate whether it would grant a short-term extension to the current lease.

**170610.15 Car Park**

Following recent incidents of fly tipping in the car park (despite a notice being erected), Cllr Randall informed members that she had contacted TDC for advice. This advice was noted. After discussion, it was agreed to publish an article, with photographs, in the newsletter advising that fly tipping is not only unacceptable but is punishable by a fine or imprisonment. The article will also encourage parishioners who witness any fly tipping to report it to TDC. The same notice will be put up in appropriate locations around the village.

**170610.16 Brook Path**

The clerk advised that she had been informed by TDC that the closing date for grant applications to the Environment Agency is the end of the month. They will then have to wait for the Environment Agency to respond. The works will need to go out to tender. The company who are undertaking repairs to the church wall will be included within this.

**170610.17 Cemetery**

It was noted that members of the Rural Aid Committee will be meeting with Cllr Blount on 28 June to discuss the application for a grant to improve the cemetery paths. The Rural Aid Committee meets in early July to agree awards.

Further quotations for repairs to the lych gates had not yet been received.

**170610.18 Playing Field/Hard Court**

18.1 Members received the annual inspection reports. It was noted that all items listed were either low risk or very low risk. However, the report highlighted the need for the Council to put in place a schedule of repairs and maintenance so that the equipment is well maintained and preserved for the longer term.

18.2 Members received the fortnightly inspection reports and noted the observations contained therein.

18.3 Cllr Appleton advised that the repairs to the changing room would be carried out by a group of volunteers on 24 June.

**170610.19 Highways & Footpaths**

It was reported that the footpath on Kenton Hill is covered in weeds. Peter White advised that TDC will sweep this location when they are next in the village.

It was also reported that the vegetation is very overgrown on Slittercombe Lane towards Powderham beyond the footbridge. It was agreed to contact the Estate.

**170610.20 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.

**170610.21 Correspondence**

There were no items of correspondence.

**170610.22 Date of Next Meeting**

The next meeting of the Parish Council will be held on 12 July 2017 at 7.00pm in Victory Hall.

The meeting was closed by the Chairman at 8.43pm.

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**Chairman**

**14 June 2017**

**Item 9:**

**Expenditure**

<b>Cheque no</b>	<b>Payee</b>	<b>Details</b>	<b>Amount</b>
000368	Marsh Barton Security	Car park security patrols (May)	£42.00
000369	S Hughes	Mileage, postage	£39.12
000370	Lee Accounting (SW) Ltd	Internal audit	£240.00
000371	Devon County Council	Annual licence fee for youth shelter	£50.00
000372	C Britton	APM refreshments	£98.95
000373	The Play Inspection Company Ltd	Annual inspection of play equipment	£78.00
000374	P White	Mower fuel and oil	£15.60
000375	C Thompson	Timbercare, brush and grease for swings	£16.18
000376	P White	Strimmer Chord	£13.50
Direct Debit	1&1 Internet	Website	£35.96
Standing Orders	Payroll	Salaries (June)	£680.04

**Income (6 May – 9 June 2017)**

<b>Date received</b>	<b>Received from</b>	<b>Details</b>	<b>Amount</b>
12 May 2017	Cemetery	Additional headstone inscription Kenton in Bloom (£230.53)	£50
12 May 2017	Kenton in Bloom	Reimbursement	£230.53
1 June 2017	HMRC	VAT refund	£1,571.70

**Bank Balances at 9 June 2017**

<b>Current account</b>	<b>Fixed term deposit</b> Interest rate 1% Maturity date 24 Oct 2017	<b>Total</b>
£21,144.37	£10,000	£31,144.37