

KENTON PARISH COUNCIL
Minutes of the Meeting of the Parish Council
held at Victory Hall, Kenton on
Wednesday 10 January 2018 at 7.00pm

Present

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

Also present

Suzanna Hughes (Clerk) and District/County Cllr Connett

The meeting was opened by the Chairman at 7.00pm.

180110.01 Apologies for Absence

- Peter White
- PC Rob Harvey & PCSO Adrian Ovreiu

180110.02 Open Forum

No members of the public were present.

180110.03 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.

All members declared an interest in item 180110.10.2 as council tax payers in the parish. It was also agreed unanimously to grant Cllr Hutchings a dispensation to enable her to discuss and vote on this item. All other members had already been granted a dispensation in December 2015.

180110.04 Ratification of Minutes

Members present received the minutes of the Parish Council meeting held on 15 November 2017. It was agreed unanimously that those minutes are signed by the Chairman as a true and correct record of the meeting.

180110.05 Police Report

Reported crimes from 08/11/17 – 08/01/18

Kenton (1 crime)

- Conspire to supply a Class A drug. Male found to be in possession of suspected drugs following being stopped by police. Under investigation.

Powderham (1 crime)

- Common assault. Female offender perceived in drink called police after suspecting someone was breaking into her house. Husband woke up and tried to reassure police that all was in order. When offender tried to take the phone from the husband he accidentally assaulted her causing no visible injuries. Investigation complete. Victim not supporting action.

180110.06 District/County Councillor's Report

Cllr Connett advised that DCC will shortly start looking at non-contentious traffic restrictions. If the parish has any requirements, please let him know so that these can be added to the list. The Chairman asked whether a request for double white lines near Stile Farm could be included. Cllr Connett advised that double white lines would have to be requested for as a separate issue.

The Kenton and Kenn Federation are consulting on joining the Teignmouth Learning Trust. He informed members that he has emailed DCC to find out what will happen with Kenton Primary School's assets including the school field which is owned by DCC and managed by the school.

Cllr Connett advised that he has been contacted by the cubs looking for community related opportunities to engage in. He has provided them with some suggestions.

180110.07 Action List Report

Members reviewed the action list and noted outstanding actions.

180110.08 Village Tidyman Report

Peter White made the following observations:

- The Christmas tree has now been taken down in the Triangle. Peter will dispose of it this week
- The two posts on the Triable will be replaced soon by Gwyn Williams
- The tree roots from an adjacent property are affecting the surface of Brook Path just passed the steps.
- The rubbish from the playing field changing room improvements has been removed.
- The inside edges of both the hard court and toddlers need weed spraying as the roots are starting to get into the surface
- The climbing wall point on the triangular bulge has been damaged and needs repairing or removing.

180110.09 Delegate Reports

9.1 Dementia Friendly Village:

Cllr Blount reported that there had been two Reflections Cafés since the last meeting. November's Meeting was attended by over 40 people. Craft sessions were run by Annette German and BBC archive films of the 1940s were shown. At December's Café, Annette presented everyone with boxes filled with sweets and everyone enjoyed some carol singing. Details of the Reflections Café and Dementia Friendly Group are now on Pinpoint and Facebook. A quiz at the pub will help to raise funds for the Sensory Garden. Annette will be conducting awareness sessions with Starcross Brownies and the School in the coming weeks.

9.2 Friends of the Field/Community Forum:

Cllr Appleton informed members that there hadn't been a meeting. Friends of the Field are looking at a number of ideas to enhance the sporting facilities and should be making contact with the Parish Council soon.

9.3 Local Listings Project:

Cllr Randall reported that there had been no further meetings since November. Draft criteria, produced by Maureen Pearce at TDC, had been sent to the Parish Council for its views. These had been reviewed by Ann Bond and a couple of suggestions made. These would be forwarded to TDC.

180110.10 Finance and Governance

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

10.2 Members considered the budget for 2018/19. It was agreed that in order to be able to provide the level of services required in the parish and to enable the Parish Council to carry out larger projects such as improvements to the cemetery paths and lych gates, the budget would need to increase. It was therefore agreed to increase the total budget requirement from £15,037 in 2017/18 to £19,129. This would be made up of £18,719 precept + £410 council tax support grant. This would mean that the Parish Council element of the council tax for a band D property in Kenton would increase from £31.90 to £39.50. It was noted that this is still significantly lower than neighbouring parishes.

- 180110.11 Planning**
- 11.1 New applications:**
- 11.1.1 17/03001/FUL – Penhayes Hospital, Kenton**
Erection of railings and gate
- Members had no objections to this application.
- 11.2 Decisions:**
- 11.2.1 17/02307/FUL – High House, Exeter Hill, Kenton**
Replace existing metal framed UPVC double glazed patio doors with white painted hardwood, triple opening modern double glazed doors
- Members noted that TDC has granted conditional Listed Building Consent.
- 11.2.2 17/02354/LBC – Penhayes Retirement Home**
Fence enclosure and gate and internal alterations and refurbishment
- Members noted that TDC has granted conditional Listed Building Consent.
- 180110.12 Elector Fund**
Members were informed that there is £970.20 available for this parish through the Elector Fund (882 electors x £1.10). Cllr Blount put forward, on behalf of Dementia Friendly Village, a proposal to apply for this fund to help with the cost of creating a sensory garden at the allotments in Mamhead Road. Members agreed to submit an application for this purpose.
- 180110.13 Neighbourhood Plan**
The Chairman reported that the group had met in November and December. The policies are now agreed and will now be edited into the draft plan. A pre-submission draft will then go to TDC for comments. The next meeting of the Steering Group will be in February.
- 180110.14 Defibrillators**
Members agreed to arrange an awareness session with Community Heartbeat Trust for a Saturday morning in Victory Hall. A date would be arranged and advertised in the parish. There will be a limit of 50 attendees.
- Cllr Blount informed members that a set of replacement pads had been supplied with the defibrillator in the telephone kiosk. With regard to the Victory Hall defibrillator, the clerk would advise Cllr Blount whom to contact should a replacement set be required. These would be sent via next day delivery. Cllr Blount also advised that he had given the keypad code to the shop, The Dolphin and The Rodean.
- 180110.15 Cemetery**
- 15.1** Members received quotations for repairs to the lych gate and trellis fencing. After consideration, it was agreed to accept the quotation from SKL Devon. The quoted cost is £6,100.
- 15.2** Members reviewed the schedule of fees and agreed to increase all fees by 50%. It was noted that Kenton's fees are very low compared with other cemeteries and it was agreed that the fees should be increased to help with maintenance costs.
- 180110.16 Car Park**
- 16.1** Members noted that the bamboo cuttings have still not been removed in the car park. It was agreed that the clerk should write again to the residents responsible and ask that they be removed.
- 16.2** Members noted that non-disabled people were parking in the disabled space in the car park. It was agreed to purchase a sign for the wall opposite to make it clearer for users of the car park that this space was reserved for the disabled.

- 180110.17 Playing Field/Hard Court**
Members received quotations from Richard Graves for repairs to the play area and equipment. It was agreed to accept the quotations (dated 24 November) with the exception of fixing down the bench and picnic tables. It was also agreed to remove and replace the damaged panels of overhang on the climbing wall. The total quoted costs were £589.55. It was also agreed that Richard would take over the regular inspection of the play equipment at a cost of £12 per inspection to include completion of a report and recommendations. The frequency of these inspections was to be agreed depending on advice from the insurers.
- 180110.18 Highways and Footpaths**
18.1 Members considered a request from a parishioner to install mirrors at the top of Pitt Hill to aid motorists. Members considered this was unnecessary and was unlikely to be accepted by DCC.
18.2 The Chairman raised the issue of whether a request for double white lines along the A379 from Stile Farm to Starcross should be made. Members agreed that this should be pursued with DCC.
- 180110.19 Kenn & Kenton Federation**
Members received correspondence regarding the Academy consultation and were advised that there was a meeting on 23 January. Concerns were raised about the future of the school playing field should the school become an Academy. It was agreed that these concerns should be expressed as part of the consultation process. Cllr Appleton would attend the meeting if he was able. If not, the Chairman advised that he would attend.
- 180110.20 Annual Parish Meeting**
It was agreed to defer discussion about this until the next meeting.
- 180110.21 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]
Cllr Cowell advised that the bottle bank in the car park needs emptying. The clerk agreed to consult with Peter White. He also advised that the flood prevention works at Cockwood Harbour will mean that the road will be closed from the bridge to the other side of the harbor until July.
- 180110.22 Correspondence**
Members were informed that correspondence had been received from Kenton cubs asking whether there were any community projects the cubs could get involved in. It had been noted earlier in the meeting, that Cllr Connett had already suggested some ideas.
- 180110.23 Date of Next Meeting**
The next meeting of the Parish Council will be held on 14 February 2018 at 7.00pm in Victory Hall.

Part II

[Contains items which may be taken in the absence of the public and press on grounds that exempt information may be disclosed]

- 180110.24 Exclusion of the Press and Public**
Members resolved that the public and press are excluded from the meeting as the item under discussion contains information exempt under Local Government Act 1972 Section 100A Part 1 and Schedule 12 A & Public Bodies (Admissions to meetings) Act 1960 Section 2(1)
- 180110.25 Review of Employee Job Descriptions**
An amendment to the Village Tidyman's job description was agreed.

The meeting was closed by the Chairman at 9.00pm.

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Chairman

10 January 2018**Item 10:****Expenditure**

Cheque no	Payee	Details	Amount
000406	Fine Memorials	Memorial plaque (has been reimbursed by customer)	£162.00
000407	Marsh Barton Security	Car park security patrols (November & December)	£75.60
000408	S Hughes	Mileage + postage	£39.12
000409	Vision ICT	Website hosting and support (March 2018-February 2019)	£240
000410	Community Heartbeat Trust	Installation of defibrillator in telephone kiosk	£240
000411	MAT Electrics	Installation of defibrillator at Victory Hall	£395.52
000412	Jackie Randall	Reimbursement for materials for repairs to stile	£31.78
000413	Exeter Tree and Garden Care (Neil Bygrave)	Village maintenance	£1150
000414	HMRC	PAYE	£171.60
000415	P White	Fuel and tipping charge	£20.01
Standing Orders	Payroll	Salaries (December and January)	£1297.04

Income (4 November 2017- 5 January 2018)

Date received	Received from	Details	Amount
Nov, Dec, Jan	Various	Cemetery fees	£812

Bank Balance at 5 January 2018

Current account	£34,965.08
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