

**Minutes of the Ordinary meeting of ALL SAINTS PARISH COUNCIL
of Tuesday 3rd July 2018 at All Saints Village Hall, All Saints, held at 7.30pm**

Present:

Cllrs. Forbes (Chair), Speed (Vice-Chair), Lightfoot and Nixon.
Clerk, Paul Hayward. DCC Cllr. Ian Hall (Axminster division)
11 members of the public incl. Hon. Footpath Warden, Libby Dibble

Fire regulations and precautions:

Fire Regulations and emergency exits highlighted to those in attendance

Police Report:

No report provided.

County Councillor Report:

Issues raised: 1) Axminster Academy 6th Form closure update
2) Axminster Hospital; creation of a "non-clinical" health hub in the future.
3) Highways issues following recent change in DCC Highway Officer roles.
Questions from Councillors and members of public re: potholes, Socks Hill road condition, Goldsmiths Lane, Weycroft bridge, the proposed relief road.

District Councillor Report:

No report available as Cllr. Diviani away on holiday.

Other Reports:

P3:

Libby confirmed that, subject to contractor availability in August, the following works were scheduled to be undertaken:

- FP66 - Porch Farm - new gate to be installed.
- FP42 - Yarde Cottage - stile to be replaced with self-closing gate.
- FP34 - Chruchill Farm - 2 posts to be replaced.

Libby asked residents to report any other P3 issues to her or Clerk so they can be dealt with.

Tree Warden:

No report available.

Webmaster:

Webmaster confirmed that site was now fully WordPress compliant and that all end-of-year financial documents had been uploaded as per Transparency Code requirements and to conform to External Audit regulations re: public access and information availability.

Neighbourhood Watch:

Michael Shaw reported that the majority of rural crime was now internet or phone related and asked all present to be alert and to assist the older members of the community who often were the targets of such criminal activity. "Look after your neighbours"

School Representative:

Nothing to report. School will break up for summer holidays shortly.

Public Forum:

Local resident who lives close to Weycroft Bridge spoke regarding his experiences over the last 30 years and his concerns regarding traffic volume, speed, behaviour, size of vehicles and the proposed new North-South relief road to the east of Axminster which, in his opinion, would not solve any of the traffic problems as it would still require single passing traffic over the bridge - just in ever increasing volumes and larger and larger vehicles until bridge gave way. Chair asked that these concerns be forwarded to Cllr. Hall formally for his written response.

Clerk: Please note and action accordingly.

No other questions from residents. Chair closed the public forum at this point to begin meeting.

18/40 Apologies Received:

Cllr. J. Hubbard (holiday)
 Cllr. Diviani (EDDC Representative)
 Dave Wicken (Webmaster), Kevin Feeny (Tree Warden)

18/41 Declarations of Notifiable Interests:

None declared at this point.

18/42 Minutes of previous meetings:

Minutes of the Extraordinary meeting Tuesday 29th May 2018 at 8.30pm

Approval of minutes proposed by Cllr. Nixon, seconded by Cllr. Lightfoot.

Resolved unanimously. Signed by Chairman as a true record of proceedings.

No matters arising.

18/43 Chairmans Announcements / Matters of urgency for report only:

None.

18/44 Planning Matters:**a) To consider planning applications received prior to agenda publication:**

18/1051/OUT - Land south of Knights Lane, All Saints

Erection of detached dwelling (self build) and assoc. parking (all other matters reserved)

Applicant was present and answered questions from parishioners and Councillors.

Neighbours (at Pendle) voiced their objection to proposals.

Cllr. Lightfoot queried why EDDC had not consulted with Blackdown Hills Assoc.

After further discussion, and based on the adopted Local Plan determination of All Saints as

"unsustainable" (and recent appeal decision comments), it was:

Proposed by Cllr. Nixon, seconded by Cllr. Speed that Council does not SUPPORT this application.

Resolved unanimously.

Clerk: Please submit comments to EDDC planning by deadline and make reference to both the

Local Plan and the STVDSA 2014 report which classified All Saints parish as unsustainable.

Please liaise with EDDC planning to enquire as to why BDHA was not consulted on this application.

18/1165/FUL - Ash Beacon, Churchill.

Change of use and mods. to 1st floor to create unit of holiday accom.

Applicant was present and answered questions from parishioners and Councillors.

Cllr. Lightfoot asked whether there would be any additional development on site to expand the

holiday let operation in the future. Applicants highlighted the lack of other suitable buildings

on the site to answer "no".

Proposed by Cllr. Nixon, seconded by Cllr. Lightfoot that Council SUPPORTS this application given recent EDDC determinations in relation to similar conversion / COU applications.

Resolved unanimously.

Clerk: Please submit comments to EDDC planning by deadline.

18/1360/COU - Cloverhayes Farm, Smallridge.

Change of use and mods. to barn to create unit of holiday accom.

Proposed by Cllr. Nixon, seconded by Cllr. Lightfoot that Council SUPPORTS this application.

Resolved unanimously.

b) To consider planning applications received after publication of agenda.

An application for Land adjoining Poppins, Goldsmiths Lane, had been received (18/1462/PDQ) but Council felt that further investigation of the proposals and the possibility of restrictive covenants on the land would necessitate an additional meeting for Council to consider this PDQ application. Deadline for comments, as advised by EDDC, is 25th July 2018.

Clerk: please note and make arrangements for an extraordinary meeting before this date.

c) To consider minor amendments. None.

d) To consider Tree Matters. None.

e) Determinations

18/0881/FUL - Overbrook. Approved with conditions.

18/0267/FUL - Rusland Lodge. Approved with conditions.

** denotes where decision was contrary to Councils views / recommendations.*

f) Enforcement Matters. None

g) Planning Correspondence received.

Clerk circulated a consultation document received from LPA (EDDC) that morning and Council agreed that the consideration of that documents be deferred to the extraordinary meeting referred to above to allow members to read and digest the information contained therein.

Clerk: please note and add to this agenda accordingly.

Cllr. Hall left the meeting at this point.

18/45

Financial Matters:

a) to receive current monthly cashbook / bank reconciliation / budget monitor.

Financial documents as per agenda previously circulated to members. Noted.

No questions raised.

Clerk: please publish these documents on the Council's website as per legislation.

b) to consider and, if thought fit, approve June 2018 accounts for payment.

Council received Summary of Accounts payable for sum total £886.25

Approval proposed by Cllr. Speed, seconded Cllr. Lightfoot. Resolved unanimously.

c) To consider matters of expenditure authorised under Chairman's / Clerk's delegated powers.

None advised.

18/46

Business to be conducted:

a) To consider current status of recreation field and amenity.

i) Clerk updated Council as to present status and confirmed that £600 was awarded from Cllr. Hall's Locality Fund for improvements to amenity and security onsite. Chairman thanked Cllr. Hall (in his absence) and asked Clerk to formally write to thank him.

ii) Clerk reported that Council was awaiting written authority from Salisbury Diocese for the NLS equipment to be installed in the locations specified by DAAT.

Clerk confirmed that the planning application will be made available to Knights Lane residents and that Council would have to consider its own application in due course using the EDDC model for such developments.

Clerk: please note and make necessary arrangements for application submission when consent obtained from the Diocese. Please maintain regular contact to ensure swift completion.

iii) It was agreed in principle that one or two wildflower meadow areas be created at the top of the field, subject to further site inspection and liaison with Devon BioDiversity Officers to ensure the safe transfer of the plants previously identified.

In the meantime, the field cutting could continue as those plants have now become dormant.

iv) **It was proposed by Cllr. Lightfoot, seconded by Cllr. Nixon,** that Council formally ratify the previously verbal direction to the previous tenants of the field and Pavilion to remove all of their chattels and possessions from the land by the 15th July ie. 28 days from the site meeting held on 16th June (but that the deadline for the removal of the two larger rollers was extended until the 31st August 2018). Any possessions left on site after the deadlines resolved, would become the property of the Parish Council and could be disposed of accordingly.

Resolved unanimously. Clerk: please write to the two representatives of the former Cricket Club confirming the date above. Please advise Councillors asap. if items not removed.

v) The following purchases, relating to the recreation field / Pavilion, were authorised, expenditure to be delegated to Clerk as per quotations circulated (using best value principle):

a) Replacement Noticeboard for wall of Pavilion: Council notices.

Proposed Cllr. Lightfoot, seconded Cllr. Nixon. Resolved unanimously.

b) Dog waste bin for installation within field entrance; annual contract to empty via EDDC based on a weekly cycle for the time being (subject to review dependent on usage):

Proposed Cllr. Nixon, seconded Cllr. Lightfoot. Resolved unanimously.

c) Security Barrier Post to prevent unauthorised access / occupation as per lease terms but with combination padlock (not keyed) to allow DAAT ambulance access in emergency.

Proposed Cllr. Lightfoot, seconded Cllr. Speed. Resolved unanimously.

d) Replacement MCB to upgrade electrical supply at Pavilion building ready for hire and to supply NLS lighting equipment.

Proposed Cllr. Nixon, seconded Cllr. Lightfoot. Resolved unanimously.

Clerk: please note and arrange purchase and installation of above equipment as directed.

vi) The issue of a working party to attend to the site maintenance was deferred to Cllr. Nixon & Clerk to arrange in conjunction with the other matters previously resolved.

b) To consider purchase of flag to commemorate Merchant Navy Day 3/9/18.

It was proposed by Cllr. Nixon, seconded by Cllr. Forbes, that Council purchase a Red Ensign to commemorate Merchant Navy Day on 3rd September 2018. **2 for / 2 absten. So resolved.**

Chairman thanked Libby for her duties relating to flags in the parish.

Michael Shaw asked that a submission be made to the Parish Magazine to highlight this purchase, to explain the reasoning behind it and to remind residents of the date when it will be flown.

Clerk: please note and purchase accordingly. Please submit relevant article to parish magazine.

c) To consider ongoing arrangements for Armistice Centenary 2018

Libby Dibble outlined the arrangements being put in place by the Friends of the Church, the school and the local residents. A full schedule of events was planned, with the bells of the church being tolled, a beacon to be lit and a supper to be served in the village hall.

The schoolchildren are researching the history of the 17 servicemen named on the parish memorial. John Foulkes is also putting together a historical display.

d) To consider forthcoming parish maintenance and hedgecutting.

Residents highlighted areas where significant cutting to grass verges and hedges was necessary. Cllr. Nixon confirmed that he will be liaising with the contractor in coming weeks re: grass cutting and will discuss the hedgecutting with him at the same time to ensure that debris and detritus are not left to block gulleys and ditches in areas where surface water collects.

18/47 Highways / CRWS / Footpath Matters:

These matters had been covered comprehensively earlier in the meeting.

Clerk: please continue to liaise with new HWO and Cllr. Hall in relation to pending and urgent highway issues and concerns in the parish espec. with regards to Socks Hill road surface.

18/48 Correspondence received, not already circulated:

None received.

Final Public Forum

No questions raised.

18/49

It was proposed that, under the provisions of the Public Bodies (Admission to Meetings) Act 1960, as amended by Local Government Act 1972, the public (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed. Proposed Chair, seconded AL. Resolved unanimously.

All members of the public left the room at this point.

18/50

To consider business to be transacted in committee:

Clerk was asked to leave the room by Chairman at this point.

i) To consider staff remuneration.

It was proposed by Cllr. Nixon, seconded by Cllr. Speed, that Clerk's salary be increased to SCP23 with effect from 1st April 2018 with next salary payment taking the backdated sums due into account. This incremental rise being awarded as a reflection of Clerk's performance review. It was also agreed to defer the matter of performance bonus until later in the year to allow ongoing projects to be completed against targets set. Resolved unanimously.

Clerk: please note and action accordingly. Diarise for November meeting to review as above.

ii) To consider staff performance review (appraisal).

Chairman and Councillors discussed the Clerk's annual performance review as part of their deliberations in section i).

Chairman will finalise the appraisal report and meet with Clerk to sign off and discuss.

Clerk was asked to rejoin the meeting by Chairman at this point.

18/51

Date and time of next Ordinary meeting:

Tuesday 4th September 2018 at 7.30pm in the Village Hall.

With no further business to discuss, the meeting closed at 9.15pm

Signed: _____ Chairman

Date: _____

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