

**Minutes of the Ordinary meeting of ALL SAINTS PARISH COUNCIL  
of Tuesday 6th November 2018 at All Saints Village Hall, All Saints, held at 7.30pm**

**Present:**

Cllrs. Speed (Acting-Chair), Hubbard, Lightfoot and Nixon.  
Clerk, Paul Hayward. DCC Cllr. Ian Hall (Axminster division)  
5 members of the public incl. Hon. P3 Warden, Libby Dibble.

**Fire regulations and precautions:**

Fire Regulations and emergency exits highlighted to those in attendance

**Police Report:**

No report provided by local team.

**County Councillor Report:**

Issues raised: 1) Update re: proposed route of N>S Axminster relief road  
2) Update on gully and ditch clearance north of Weycroft Bridge.  
3) Ongoing problems at Socks Orchard with large RSD (pothole) and failing road surface.

*Cllr. Hall to liaise with Clerk & Highways Officer*

**District Councillor Report:**

No report available as Cllr. Diviani unable to attend meeting.

**Other Reports:**

**P3:**

Libby provided updates on parish footpath network:

*FP56; Porch Farm, new gate fitted.*

*BP38; Holly Farm, overgrowth works to be completed by contractor*

*FP44; Heatherleigh; stile to be repaired.*

*FP34; Yarde Farm; works abandoned due to incident o/s Yarde Cottage.*

Libby advised Council that she wished to tender her resignation as Footpath Warden with immediate effect but would be happy to assist the new role holder to settle into the post. Chair thanked Libby for all of her many years of service to the parish as Hon. Footpath Warden, a sentiment echoed by Councillors in attendance.

*Clerk: Please add this matter to the next Ordinary agenda for consideration of arranging a replacement as soon as is practicable.*

**Tree Warden:**

No report available. Concerns raised over effects of Ash dieback across Devon.

**Webmaster:**

No report available other than confirmation that website up-to-date and fully functional.

**Neighbourhood Watch:**

Report from Michael Shaw outlining recent Police communications and suspicious vehicle activity.<sup>4</sup>

**School Representative:**

Nothing to report.

### Public Forum:

Additional discussion re: potholes and failure of DCC to act in a timely fashion. Safety consequences to road users highlighted across parish. Cllr. Hall agreed to raise with the DCC Portfolio holder for Transport and encouraged all residents to report any potholes discovered via DCC website, this being reiterated by Cllr. Nixon.

Cllr. Hubbard advised Council of two additional holes at Dennings Down that had recently appeared.

*Clerk: Liaise with CRWS volunteers to resolve where possible / permissible.*

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

### 18/62 Apologies Received:

Cllr. A Forbes (prior engagement)

Cllr. Diviani

Dave Wicken (Webmaster), Kevin Feeney (Tree Warden)

### 18/63 Declarations of Notifiable Interests:

None declared at this point.

### 18/64 Minutes of previous meetings:

Minutes of the Ordinary meeting Tuesday 4th September 2018 at 7.30pm

*Approval of minutes proposed by Cllr. Hubbard, seconded by Cllr. Lightfoot.*

**Resolved unanimously. Signed by Acting Chair as a true record of proceedings.**

Cllr. Lightfoot raised the issue of the planned parish public meeting regarding the

proposed developments in Axminster Town. It was agreed that the arrangements

for this meeting will be considered at the next Ordinary meeting. *Clerk: Please note.*

### 18/65 Chair's Announcements / Matters of urgency for report only:

None.

### 18/66 Planning Matters:

**a) To consider planning applications received prior to agenda publication:**

*None received to be considered.*

**b) To ratify planning applications made previously under delegation authority / policy:**

*18/2450/FUL - Cloverhayes, Smallridge. Conversion of agric. building to single unit holiday letting.*

Council had previously submitted a comment of SUPPORT using delegated powers available.

in relation to application 18/1360/COU which was subsequently refused by the LPA.

*Proposed by Cllr. Nixon, seconded by Acting Chair that Council ratifies its SUPPORT*

*for this revised application. Resolved unanimously.*

**c) To consider applications received after agenda publication:** None.

**d) To consider Tree Matters:** None.

**e) Determinations / Decisions advised by EDDC (LPA) Local Planning Authority:**

*As per agenda published.*

*18/1771/LBC - Approved w.c.*

*18/1360/COU - Refused \**

*18/1777/FUL - Approved w.c.*

*18/1887/FUL - Approved w.c.*

*\* denotes where decision was contrary to Council's views / recommendations.*

**f) Enforcement Matters.**

None advised.

**g) Planning Correspondence received.**

*i) CPRE Devon: Housing Need Report October 2018.*

**18/67****Financial Matters:**

**a) To receive financial reports for September and October 2018, these having been published on website previously as per requirements of the Transparency Code Regs.**

All financial documents as per agenda previously circulated to members. Noted.  
No questions raised.

**b) to consider and, if thought fit, approve September and October 2018 accounts for payment.**

Council received Summary of Accounts payable for SEP - £1710.41 & for OCT - £813.30  
**Approval proposed by Cllr. Nixon, seconded Cllr. Hubbard. Resolved unanimously.**

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

As per schedule previously circulated to members within Payments to be Approved schedules.  
Noted by Council.

**d) To consider application from Axe Valley Ring and Ride for grant assistance:**

**It was proposed by Acting Chair, seconded by Cllr. Nixon, that Council award the sum of £100 towards the operating costs of this organisation. Resolved unanimously.**

*Clerk/RFO: Please note and arrange payment accordingly. Please let applicant know asap.*

**e) To consider Council's Interim Risk Assessment Review 18/19:**

Revisions made after discussion. Consideration of Emergency Plan to be tabled for January ORD meet.

*Clerk: Please update Interim RA doc. and add Emergency Plan business to ORD agenda for 1/19.*

**18/68****Business to be conducted:**

**a) To consider current status of recreation field and amenity:**

i) Clerk updated Council as to present status and usage. Noted

Concerns discussed re: Football usage and related parking issues. Seemingly resolved now.

ii) Clerk updated Council re: negotiations with Salisbury Diocese.

Council agreed that Clerk should "up the ante" with regards to the failure of the Diocese to give their consent and, if need be, contact the Press Office and the Bishop himself using delegated authority.

*Clerk: please note and chase all parties to bring this matter to a swift conclusion.*

iii) Cllr. Nixon agreed to liaise with the volunteers for the working party / maintenance team, and report back to Council at the earliest opportunity with the matter on January's ORD agenda.

Signs to be placed around the derelict Score Pavilion at the northern boundary of the field to ensure that Council is not held responsible for injuries arising from unauthorised access.

iv) No further updates on hire / tenancy agreements as Pavilion building was still unusable.

**b) To consider Parish Council financial support to Parish Magazine:**

**It was proposed by Acting Chair, seconded by Cllr. Lightfoot, that Council continues to support the Parish Magazine in the amount of £175 per annum. Resolved unanimously.**

*Clerk: please note and make arrangements for payment of this award accordingly.*

**c) To consider additional defibrillator training events in the parish:**

*It was proposed by Acting Chair, seconded by Cllr. Hubbard, that Council delegate to the Clerk the arrangements for holding another AED/Defib. Awareness Training event in the New Year. Resolved unanimously.*

*Clerk: Please note and action accordingly.*

**d) To consider arrangements for Parish Council elections in May 2019:**

*i) Advertising and promotion.*

It was felt that Council could not be seen to actively encourage specific persons to be Councillors at the risk of appearing to be engaged in what some might consider "cronyism". However, Council had a moral obligation to promote the democratic process and thus it was agreed that publicity via a variety of means (Parish Magazine, website, Noticeboards etc) would be used to bring the issue to a wider public audience; the matter to be discussed again in March 2019.

*Clerk: Please note and add to March agenda / Parish Meeting agenda. Circulate to Councillors the advice / promotional materials available from LGA, DALC and SLCC.*

*ii) To consider virement of additional sums to Election Reserve to meet potential costs.*

This was felt to be unnecessary by Councillors as a sum already exists to meet such costs which, in reality, would only be incurred in the event of a contested parish council election (EDDC having previously advised that these might be in the region of £900-£1000).

Acting Chair suggested that the forthcoming budget and precept discussions consider this as an appropriate cost centre and revise their figures accordingly. No further action required presently.

*Clerk: Please note and add to Budget & Finance discussion notes accordingly.*

**e) To consider proposed dates for Council / Public meetings in 2019:**

Noted and agreed as per existing schedule for All Saints Parish Council meetings, aside from those affected / influenced by external events as shown.

*Clerk: Please note and arrange for publication on website and noticeboards across parish.*

**f) To consider Council's response to recent RDE Consultation and Engagement Survey:**

Clerk reported that the deadline for submissions had passed. No further action considered necessary.

**g) To consider proposal to send template letter to landowners regarding obligations and responsibilities for roadside repairs and maintenance of hedges, verges, ditches, gulleys etc:**

*It was proposed by Cllr. Hubbard, seconded by Cllr. Nixon that the amended, substantive, template letter be sent to all landowner parties identified, signed by the Chairman of Council.*

*Resolved unanimously.*

*Clerk: Please prepare letters for Chair's signature and arrange to be delivered accordingly asap.*

**h) To consider draft budget & precept proposals for 2019/20:**

*It was proposed by Cllr. Hubbard, seconded by Cllr. Nixon that a meeting of the working party be convened by mid-December to consider this matter, in order that Full Council might consider and agree the budget and precept at January's ORD meeting to meet EDDC submission deadline. Resolved unanimously.*

*Clerk: Please liaise with members of Council to determine the best date for such a WP meeting.*

*Please also add the relevant agenda items for January ORD meeting for Full Council consideration.*

**i) To consider purchase of bench for Recreation field:**

It was agreed unanimously that this matter be deferred until May 2019 for further consideration.

*Clerk: Please note and diarise accordingly.*

**j) To consider Council's response to DCC Traffic Speed and Winter Gritting Consultation:**

It was agreed unanimously that this matter be deferred to the Budget Working Party for completion.

**18/69 Highways / CRWS / Footpath Matters:**

Clerk updated Council as to current status of Footpath 34 Diversion Order ie. that objections raised by Council had been taken on board by DCC & the applicant and that a revised scheme was being drafted for further consultation.

No further matters to discuss that had not already been covered elsewhere in the meeting.

**18/70 Correspondence received, not already circulated:**

None received.

**18/71 Date and time of next Ordinary meeting:**

Tuesday 8th January 2019 2018 at 7.30pm in the Village Hall.

**Acting Chair opened the meeting for the final Public Forum:**

Michael Shaw requested update re: BT phone connection at Village Hall for broadband connectivity. Clerk updated as to current status.

Libby Dibble requested update as to progress with Emergency Night Landing Lighting project.

Clerk updated as to current status.

**18/72**

**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.**

**18/73****To consider business to be transacted in committee:**

i) To consider payment of parish honorariums for service to Council over last 12 months.

*It was proposed by Cllr. Nixon, seconded by Cllr. Lightfoot, that 3 such honorariums be made to individuals who have delivered such services to the Parish Council that otherwise would have resulted in expenditure being incurred. Such honorariums to be in form of a suitable gift as opposed to a cash payment. Authority to be delegated to Clerk to make arrangements. Resolved unanimously. Clerk: Please arrange accordingly.*

ii) To consider matters related to staff remuneration.

*It was proposed by Cllr. Lightfoot, seconded by Cllr. Hubbard, that Council make a payment to the Clerk as per their contractual obligations in respect of a Home Working Allowance for 2018/19 in the sum of £300, this to be paid in November 2018. Resolved unanimously. Clerk: Please arrange accordingly.*

**With no further business to discuss, the meeting closed at 9.30pm**

**Signed:** \_\_\_\_\_ Chairman

**Date:** \_\_\_\_\_

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