

**Minutes of the Ordinary meeting of ALL SAINTS PARISH COUNCIL  
of Tuesday 14th January 2020 at All Saints Village Hall, All Saints, held at 7.30pm**

**Present:**

Cllrs Forbes (Chair), Speed (Vice-Chair), Barrett, Hubbard and Lightfoot.  
Clerk, Paul Hayward. (also representing Yarty ward, EDDC)  
DCC Councillor Ian Hall  
Hon. Footpath Warden, Tim Pedder (P3)  
Hon. Tree Warden, Michael Davis  
School Representative, Libby Dibble  
4 members of the public

**Fire regulations and precautions:**

a) Fire Regulations and emergency exits highlighted to those in attendance

**Public Forum:**

b) Cllr Hall had provided a written report which is to be published online.

He highlighted the forthcoming DCP PCC Cllr. advocate scheme launch event to be held at AS village hall on 28th February 2020 at 7pm. PCC Alison Hernandez and Inspector Groves (DCP) to be in attendance.

c) Cllr Hayward (EDDC-Yarty) had circulated a written report to members. This will be available online via the Council's website.

Cllr Hayward gave a brief synopsis of contents for Councillor and members of the public.

Discussion regarding Axminster Masterplan and infrastructure provision such as health, Police etc

d) Reports from parish representatives:

i) Footpath Warden.

Mr Pedder outlined various works across parish to footpaths and gates etc.

Expressed regret that wet, inclement weather had delayed progress / completion in some cases.

These include FP41, 70 and 38.

Mr Pedder welcomed suggestions and communication with residents as to additional works required.

ii) Tree Warden.

Mr Davis gave a verbal report on recent progress and attendance at relevant conferences and meetings regarding trees, hedge management and countryside stewardship.

Outlined several schemes where he was suggesting local involvement on a trial basis to assist in the long-term funding for such projects on a far larger scale across the district & AONB.

Ash Dieback continues to pose a major threat especially in East Devon, projected to be one of the hardest hit areas in the UK. Updated Council as to progress re: farmer liaison and hedge management schemes which would benefit from a joined up "forum" approach with local landowners and farmers. Possibility of grant funds available via National Grid for land in proximity to power lines.

iii) Neighbourhood Watch.

No report available.

iv) School Liaison.

No report available as school has only just returned after Christmas break.

e) No representations received in Public Forum.

*Chair closed public forum.*

**20/001**

**Apologies Received:**

None received, all Councillors present.

**20/002**

**Declarations of Notifiable Interests:**

None declared.

**20/003**

**To consider minutes of previous meetings:**

Minutes of the Ordinary meeting held Tuesday 19th November 2019 were considered.

*Approval of minutes proposed by Cllr Hubbard, seconded by Cllr Barrett . Resolved unanimously.*

*Minutes were signed by Chair as a true record of proceedings.*

Update re: delivery of chairs to Village Hall as per grant awarded previously.

No sites identified by Parish Council for tree planting as yet but individuals had made their own applications for 'whips' from the Woodland Trust scheme fund.

**20/004 Chair's Announcements / Matters of urgency for report only:**

None raised by Chair.

**20/005 Planning Matters:**

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

*None received.*

**b) To consider applications received after agenda publication:**

*None received.*

**c) To consider Tree Matters:**

*None to consider*

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

*None advised*

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

**e) Enforcement and Appeal Matters.**

*19/0078/FUL - Lily Cottage, All Saints. APPEAL LODGED AGAINST EDDC REFUSAL*

**f) Planning Correspondence received / Planning matters in adjoining parishes.**

*To consider Council's response to EDDC SPD CIL Draft Charging Consultation document.*

*It was agreed that Council would not submit any comment nor attend the Inspector's hearing 18/2/20.*

**20/006 Financial Matters:**

**a) To consider and, if thought fit, approve payments for December 2019 and January 2020**

*December 2019 payments £2044.37, January 2020 payments £4278.86 as per details published online.*

*It was proposed by Cllr Hubbard, seconded by Vice-Chair, that these payments (as per schedules previously circulated) be approved. Resolved unanimously.*

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

*None to be considered.*

**c) To receive report from RFO as to Council's present financial position as at present time.**

*Received and noted.*

**d) Questions from members of Council on aforementioned reports and financial accounts.**

*None received.*

**e) To consider Council's 2019-20 Internal Financial Control Review.**

*Clerk had previously circulated the draft document to all members of Council for their review.*

*No amendments proposed or recommended. Approved as circulated.*

*It was proposed by Cllr Barrett, seconded by Chair, that the document be approved as the 2019-20 Review of Council's Internal Financial Controls as per the extant Risk Assessment and in accordance with the Council's extant Financial Regulations.*

*Clerk: Please note and make available to Internal Auditor after 31st March 2020 as part of his internal audit.*

**f) To consider draft budget and precept proposals for 2020/21 as previously circulated.**

*RFO outlined the revised draft of the proposed budget, based on forecasted income/expenditure up until March 2020, and revised figures for declared parish taxbase.*

*The Band D precept figure had been adjusted accordingly as per Councillor's earlier recommendations.*

*After discussion, it was recommended that precept remain unchanged at £12,000 with a revised budget for the forthcoming financial year set at £18,700, balance of funding to come from other sources as per published budget and precept forecast spreadsheet, previously circulated and to be published.*

*Proposed by Cllr Hubbard, seconded by Vice-Chair. Resolved unanimously.*

*Clerk: Please note and notify EDDC by deadline date advised. Please publish spreadsheet on website and submit article to Parish Newsletter (and publish on website) to outline reasons for decision.*

*Please liaise with Chair to produce a Parish Council Precept statement in time for the Annual Meeting.*

**20/007**

**Business to be conducted:**

**a) To consider creation of Parish Emergency Plan:**

After discussion, and noting that a draft plan already exists but was out-of-date, it was proposed by Cllr Lightfoot that no further administrative time be expended on this project as the community had proved itself to be able to respond in an emergency without the need for a formal plan and the consequential need to maintain the same at parish cost. Resolved unanimously.

Clerk: Please note. No further action required at this time. Amend Parish Action Plan accordingly.

**b) To consider matters pertaining to parish maintenance, Pavilion and recreation ground:**

i) Pavilion and Field Maintenance

Clerk confirmed that Fixed Wiring Test had been completed in December and he was awaiting report.

ii) Hardstanding improvements

Noting previous resolutions, and the need to progress this project, it was proposed by Cllr Lightfoot that he, the Clerk and representatives of the Management Committee meet on site to assess the materials and labour element of the project and that this should proceed with funding being taken from Parish Council reserves; the additional Pavilion works to be funded by way of grant applications.

Clerk: Please note and make arrangements to meet all parties on site to start assessment works.

iii) Parish verges and hedgerows

This matter was deferred until March meeting to allow Hon. Tree Warden to assess hedge condition and provide a report as to possible changes to hedge cutting cycle and cut methods to work towards better hedge management and environmental and wildlife habitat protection.

Clerk: Please note and add to March agenda accordingly.

**c) To consider Council's Correspondence register:**

As at the date of this meeting, there was one item outstanding: Socks Hill highway repairs via DCC/IH

Clerk: please note and maintain register for future meeting review.

**d) To consider creation of a Parish Tree Action Plan:**

Mr. Davis has earlier provided a comprehensive report on parish tree matters.

It was suggested that this matter be deferred so that Mr. Davis, Clerk and Cllr. Lightfoot could sit, as a working party, to consider the best and most effective way forward.

It was also suggested that the Annual Parish Meeting, scheduled for Tuesday 3rd March, be used to invite debate and discussion on this subject within the All Saints parish area.

Clerk: please note and liaise with MD and AL accordingly.

Please add a relevant agenda item to the APM agenda when published

**e) To consider ongoing plans for VE Day 75th Commemoration event 8th May 2020:**

After further discussion, and confirmation that events were taking place in the parish on the Saturday, it was felt by Councillors that no specific Civic event was necessary in the Parish, although Libby Dibble did kindly agree to raise the Union Flag outside the village hall on the 8th May 2020

Clerk: please note. No further action necessary at this time.

**f) To consider update re: Devon Communities Together (DCT) and the Rural Housing Team undertaking a parish Housing Need Survey:**

Clerk advised Council that this proposal had been shelved for the time being and that DCT were not willing to proceed unless the Parish Council were 100% behind the principle of building more houses on the land opposite the Ridgeway Inn, to facilitate the delivery of additional affordable properties in the village (see earlier minutes for background). This decision was noted by Council.

Clerk: Please note. No further action required at this time.

County Councillor Hall left the meeting at 8.45pm.

**g) To consider arrangements for formal charging for use of Pavilion and Field:**

Chair proposed that standing orders be suspended to allow public participation. Resolved.  
 Clerk outlined costs that are currently falling upon Council incl. electricity, water, rent & maintenance.  
 Chair thanked those volunteers on the Management Committee who have undertaken a great deal of administration and maintenance work to date, and who have been instrumental in creating the clubs and recreational activities now happening at the field and in the Pavilion building.  
 Chair acknowledged that the Pavilion building was not intended to be in competition with the village hall, but rather to complement it and provide a recreational amenity for the entire parish.  
 Suggestions had been received for building modifications and there was some disagreement in the room as to whether the building should become "social" by removing unused changing rooms, or whether efforts should be made to encourage sports teams, such as cricket and football, back to the village whereupon the changing rooms WOULD still be required.  
 After lengthy discussion, it was suggested that the Council still apply for a grant from DCC Locality Fund on the 1st April (2020-21 FY) but that works begin now on improving and expanding the hardstanding to allow safe and unimpeded Air Ambulance access, with additional grant receipts being used to finance improvements to the fabric of the building as detailed above. It was also mooted that public donations could be sought from the parish to assist towards this ongoing project. A member of the public kindly offered £500 towards the Improvements Fund at this point which was gratefully noted by the Chair.  
 Finally, it was agreed - as there were no specific proposals on this agenda - that the issues raised be considered at an Extraordinary meeting of the Council to be held in early February.

*Clerk: Please note and liaise with Councillors to determine the best date for this EOM.*

**h) To consider upgrading field security and access controls:**

This matter was also deferred until the EOM in February as it is intrinsically linked to that other topic.

*Clerk: please note and diarise accordingly.*

**i) To consider speakers etc for forthcoming Annual Parish Meeting 3rd March 2020:**

It was suggested that the APM be linked to a theme of Climate Change and Tree issues.  
 Clerk was asked to publicise via Parish Newsletter and to attend village breakfast on 8th February to encourage attendance. Furthermore, as Council wished to work with the parish farming community, and larger landowners, it was suggested that Clerk send a letter to relevant parties inviting them to attend and contribute their views and suggestions as to a workable solution in the parish on this issue.

*Clerk: please note and action accordingly. Please note diary dates and submission deadlines etc.*

**j) To receive report from Clerk as to forthcoming new regulations for website accessibility:**

In view of the late running of the meeting, Chair proposed that this matter be deferred until March.  
 Resolved unanimously.

*Clerk: please note and add to March agenda accordingly. Please liaise beforehand with Webmaster to ascertain scale and scope of works to be undertaken and likely / potential costs.*

**k) To consider nominations for DALC Royal Garden Party event May 2020:**

No nominations were proposed. Therefore, no further action was required.

**20/008**

**To consider Council's Action Plan 2020/21:**

Revisions were suggested and approved by Council. Revised version to be re-circulated to Councillors.

*Clerk: Please note and action accordingly.*

**20/009****Highways / CRWS / Footpath Matters:***i) Highway Matters:*

County Councillor Ian Hall had earlier apologised for DCC failure to attend to Socks Hill repairs in this financial year and stressed that works were to be completed in the first week of April 2020, weather permitting. Ongoing problems with excessive rain were exacerbating pothole issues and delaying repairs to existing holes. Council noted that newly elected MP, Neil Parish, had made a pledge to campaign for additional funds to combat the problem and awaited the outcome with interest.

*Clerk: please note and monitor Socks Hill repair status and keep Council up-to-date in this respect.*

*ii) P3 / Footpath matters*

Clerk and P3 warden had not yet been able to get together for a discussion re: forthcoming survey and financial returns but agreed to make this a priority as deadline for submissions was drawing closer.

*Clerk: please note and liaise accordingly*

**20/010****Correspondence received:**

Clerk had circulated correspondence regarding Council's possible participation in the DCP PCC Police and Councillor Advocate scheme.

**20/011****Chair to propose suspension of standing orders to permit public representations at this point of the meeting.**

As no members of the public wished to speak again, this agenda item was not proposed.

**20/012****Chair to propose resumption of standing orders to preclude public representations thereafter at this meeting.**

Similarly, agenda item 20/12 was not proposed.

**20/013****Date and time of next Ordinary meeting:**

To be held on Tuesday 3rd March 2020 at 8pm in the Village Hall, to immediately follow the Annual Parish Meeting which begins at 7.30pm.

*Clerk: Please make necessary arrangements and publicise accordingly.*

**With no further business to discuss, Chair closed the meeting at 9.50pm**

**Signed:** \_\_\_\_\_ (Chair)

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

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