

## **Membury Parish Council**

Clerk to the Council:

Mrs S C J Jones

50 Norcombe Court

Harbour Road

Seaton

EX12 2XN

Tel: 01297 21462

Email: [clerk@membury.eastdevon.gov.uk](mailto:clerk@membury.eastdevon.gov.uk)

### **Minutes of the Parish Council Meeting held in Membury Village Hall on Tuesday 16<sup>th</sup> August 2016 at 7.30pm**

**Present:** Cllrs D Burrough (Chairman), R Barrell (Vice Chair), M Bell, R Foster, S Foster, P Pearse.

**In Attendance:** Parish Clerk, Cllr Andrew Moulding (DCC) and Cllr Paul Diviani (EDDC)

#### **16/080 To receive apologies for absence**

Cllr M Burrough, Cllr B Foster, Cllr L Warren and PCSO Hayley Widger.

#### **16/081 To receive declarations of interest**

There were no declarations of interest received for items on this agenda.

#### **16/082 To receive and resolve as a correct record the minutes of the Parish Council meeting held on 5<sup>th</sup> July 2016**

It was resolved that the minutes of the Parish Council meeting held on 5<sup>th</sup> July 2016 were signed as a true and accurate record.

#### **16/083 Matters arising that are not an agenda item**

- The Clerk would register with the Land Registry and carry out a property search for the owner of the land at Star Cross. This was an ongoing matter.
- The Clerk had contacted Devon County Council (DCC) with reference to undertaking a Flood Risk Assessment. DCC had replied saying Membury was currently not due an assessment for some time as other communities needed an assessment more urgently. However, if there were any 'quick fixes' which the Parish Council were aware of in the village, such as minor drainage improvements, these could be programmed in more quickly.
- The letter from the Internal Auditor, David Hinchliffe was noted.

#### **16/084 To receive reports from District and County Ward Members**

- Cllr Moulding reported that there had been two royal visits to the area which he had attended. Princess Anne visited Honiton and Prince Charles and the Duchess of Cornwall had visited Exeter.
- Money had been delegated down from the Government to DCC to support repairs to potholes. Brinscombe Lane was one area DCC would put some money into.
- DCC were introducing instant road repairs using cold lay asphalt. Qualified Road Wardens would be able to use this method to carry out minor pothole repairs. DCC would supply the asphalt which Parish Councils would have to pay for.
- This years' Parishes Together Fund could again be used for the clearance of ditches and drains without having to work with another Council.
- Cllr Simon Foster asked about the programme to clear ditches and gullies which was done twice a year. The last clearance was carried out in July and the next was scheduled for January. Cllr Foster wanted to know if there was any way in which the Council could find out what work had been completed in the July visit and in advance what they planned for the January visit so that

the Parish Council could give the County Council information about which gullies and ditches needed clearing. Cllr Foster had written to the County Council regarding this matter and asked Cllr Moulding to chase this up as no reply had been received. DCC would only clear gullies which got blocked on a regular basis twice a year, but would not clear gullies on a regular sequence job. Cllr Foster said the Parish Council would like to know where they could give input or information about the gullies which were blocked. Cllr Moulding said that if there was a gulley which was blocked and was causing flooding on the road this would need to be reported. These could be reported via the DCC website. As this was the only work which DCC would carry out, the Parish Council were faced with the expense of having to clear ditches and gullies in-between these twice yearly visits by the County Council. The Parish Council would probably look at a contract for the Warden so that any work could be agreed in advance and the Council would concentrate on the clearance of ditches and gullies rather than the repair of potholes. Cllr Barrell asked about gullies which were open on the road side but blocked on the field side. Cllr Moulding confirmed that it was the landowners' responsibility to clear the gulley and if the landowner could not or would not clear the gulley contact the County Council

- Cllr Diviani reported that planning applications had been submitted for EDDC to move out of the Knowle in Sidmouth and into new headquarters in Honiton which would be a new build on the back of the East Devon Business Centre as the land was owned by the district council. As August was a quiet month there was nothing else to report.
- Cllr Mike Bell asked about the current position regarding the development of small housing sites with ten or less dwellings. Cllr Diviani confirmed that a Court of Appeal decision meant that smaller builders developing sites of ten homes or less would not have to make an affordable homes contribution.

#### **16/085 To receive the Police Report**

- No report was submitted.

#### **16/086 To receive an update on the Neighbourhood Plan**

- Following the pre-scrutineers' report amendments had been made to the plan. It was expected that the final report would be submitted over the next month. The final report was submitted to EDDC and then went out for consultation. Once the consultation comments had been read and any necessary changes made to the Neighbourhood Plan the final version of the proposed Neighbourhood Plan would be submitted to EDDC. The district council would then arrange for the independent examination of the Neighbourhood Plan.

#### **16/087 To receive an update on the Parish Council's new website**

- Cllr Ruth Foster had had a second meeting with David Dodd concerning the Parish Councils' new website and after had a meeting with the subcommittee of Cllr Debbie Burrough, Cllr Barrell and Cllr Simon Foster to discuss the new website going forward. The website, funded from monies received from the Transparency Code Fund, would meet the requirements of the Transparency Code. Cllr Foster and the Clerk were submitting documents which needed to go on the website and once there was a draft form of the website details would be circulated to all Councillors to make comments on. Currently all documents necessary to comply with the Transparency Code were available on the village website.

#### **16/088 To note correspondence received and to resolve any matters arising**

- Dalwood Neighbourhood Area designation consultation. Noted. No response sent.
- Devon Minerals Plan – Modifications Consultation. Noted. No response sent.
- East Devon Villages Plan - Consultation on East Devon Villages Plan Draft for Consultation. Because Membury was not considered a sustainable village it did not feature in the East Devon Villages Plan.
- Reply from Ed Freeman with reference to the Planning Resolution relating to the publication of all planning applications. Letter to be circulated to all interested parties.

- Working Together Event - 7<sup>th</sup> October to held at the Knowle, Sidmouth. Noted.
- Local Government Boundary Committee for England – Electoral Review – 28<sup>th</sup> September to be held at the Knowle, Sidmouth at 6pm. Cllr Moulding said that there would inevitably be changes to EDDCs' boundaries.
- Annual House to House Canvass. **Cllr Simon Foster** offered to email this out to residents who may be interested in doing the job.
- Email received from Building Regulations in response to email sent concerning agricultural buildings not requiring planning permission and the issue of water runoff from these buildings. Noted. The Clerk suggested that if the Parish Council had concerns regarding water runoff we responded to planning applications asking for a condition that the development put in place appropriate remedial measures for the disposal of water runoff from the development.
- High Lea concerning the clay pigeon shoots. David Cocker, Planning Enforcement Officer, replied that it was decided a long time ago that the shoot could not be enforced against as it had been ongoing for over four years and this aspect could only be dealt with by Environmental Health. With regards to the business of scrap etc. This had already been investigated and as it had been ongoing for many years was now unenforceable. The Parish Council were awaiting a response from Environmental Health at the district council. Cllr Moulding said the only thing residents could do was record meticulously every time a shoot took place, how long it lasted for etc. and present it to Environmental Health.

#### **16/089 Viewpoint Questionnaire for Town and Parish Councils**

- Cllr Moulding reported that the district council had to carry out these surveys to find out what residents and Council's views were of the services which the district council provided. This information was used to compile the Council Plan which was updated every four years.  
**Action: Cllr Debbie Burrough to complete on behalf of the Parish Council.**

#### **16/090 Village Tidy contract**

- Cllr Barrell had written a Village Tidy contract, which he would circulate to all Councillors. The contract would cover the Quaker Burial Ground, the War Memorial, the Village Car Park, the path in front of the village hall and foliage around the drains. The contract would be for three years and was a 'as and when needed' one. This contract would be put out for tender in the local newspapers and notices placed on the village noticeboards. This was proposed by Cllr Mike Bell and seconded by Cllr Ruth Foster.  
**It was RESOLVED unanimously that a Village Tidy Contract be put out for tender.**  
**Action: Cllr Barrell to circulate the contract to all Councillors.**
- The fencing around the Quaker Burial Ground needed attention. Cllr Debbie Burrough said she would speak to Leo Dugdale asking if he could repair the fencing which was in a state of disrepair.

#### **16/091 Repairs required to the Village Car Park**

- The railings around the village car park had been damaged after a Bookers delivery vehicle, which was witnessed by a resident, backed into them on 5<sup>th</sup> August. Cllr Barrell had contacted Bookers and sent them photographic evidence of the damage caused to the railings. Bookers had requested that an estimate for the work to repair the railings be sent to them and they would pay for the repairs.

#### **16/092 To receive an update on Broadband**

- Cllr Diviani updated the meeting with the latest information regarding the provision of faster broadband speeds in the area. Gigaclear, an ultrafast broadband provider, was planning to invest in the Blackdown Hills to provide fibre superfast broadband. BT won the original contract (Phase 1) to supply superfast broadband and bid for Phase 2, but were unsuccessful with Connecting Devon & Somerset (CDS) and as a consequence Phase 2 was now out for tender. Gigaclear were working in about four different areas and were stretching across the Blackdown Hills. Currently,

Membury were not in Phase 2 to supply superfast broadband. Cllr Moulding explained that if there was not a green cabinet within 5 kilometres of your home or business you would not receive a decent broadband speed and therefore you had to get broadband in another way. The further the home/business was from the green cabinet the worse the speed would be. Therefore, the only way to receive a decent broadband speed was via a cable to your home/business and residents would need to sign up for Superfast Broadband and not ordinary broadband. If Membury wanted Gigaclear to provide ultrafast broadband to the village they would need to get as many residents/businesses as possible to sign up for the service. It was suggested that a flyer was placed in the next Membury Mercury asking residents to sign up to Gigaclear. Gigaclear would only be interested if enough people signed up to say they wanted Superfast Broadband and were prepared to pay for it.

**Action: Flyer to be produced to go in the next edition of the Membury Mercury advising residents that if they wished to have Superfast Broadband they needed to sign up for it on the Gigaclear website at: [www.gigaclear.com](http://www.gigaclear.com)**

Cllr Diviani left the meeting at 9.05pm

#### 16/093 To receive the financial report

		<b>Bank Reconciliation as at 31<sup>st</sup> July 2016</b>	
<b>1<sup>st</sup> June 2016</b>	<b>Opening Balance</b>		<b>19,426.18</b>
<b>Income</b>			
03/06/2016	Deposit paid into Business Bank Instant A/C		1.00
09/06/2016	Interest Paid		0.34
11/07/2016	Interest Paid		<u>0.35</u>
		Total	1.69
		<b>CLOSING BALANCE</b>	<b>19,427.87</b>
<b>Expenditure</b>			
31/05/2016	Chq 869 – Membury Village Hall-Hall Hire		26.00
08/06/2016	Chq 870 – DB Hinchliffe-Internal Audit Fee		168.00
10/06/2016	Chq 871 – JJJ Wallace-Grass Cutting Contract-June		130.00
05/07/2016	Chq 872 – JJJ Wallace-Grass Cutting Contract-July		130.00
05/07/2016	Chq 873 – Kevin Pearse-Playing Field Rent 2015/16		40.00
05/07/2016	Chq 874 – Ron Martin-Grass Cutting		110.00
10/07/2016	Chq 875 – Ron Martin-Grass Cutting-F/Paths, Quaker BG		120.00
12/07/2016	Chq 876 – Groundwork UK-Repayment of NP grant		548.05
14/07/2016	Chq 877 – Evac+Chair International Ltd-Defibrillator		2,191.20
20/07/2016	Chq 878 – Simpkins Edwards LLP-Payroll		270.00
		Total	3,733.25
		<b>CLOSING BALANCE</b>	<b>15,694.62</b>
31 <sup>ST</sup> May 2016	Bank Balances		
		Current Account	7,693.62
		Deposit Account	<u>8,001.00</u>
		Total	<b>15,694.62</b>

Payments made between meetings due to time implications were ratified:

<u>Cheque No</u>	<u>Payee</u>	<u>Amount</u>
000875	Ron Martin	£120.00
000876	Groundwork UK	£548.05
000877	Evac+Chair International Ltd	£2,191.20
000878	Simpkins Edwards LLP	£270.00

Payment was approved for new invoices

<u>Cheque No</u>	<u>Payee</u>	<u>Amount</u>
000879	DALC	£50.00
000880	JJ Wallace	£130.00
000881	Mrs SCJ Jones	£808.11
000882	Peter Hartnell	£30.00
000883	Bill Foster	£25.49
000884	CPRE	£36.00

- It was resolved to renew the Parish Council's subscription to the Campaign to Protect Rural England, but to monitor what the Parish Council gained from its membership to this charity during the ensuing year. **Proposed by Cllr Simon Foster and seconded by Cllr Bell.**
- Cllr Barrell spoke on the advantages which Internet Banking would bring to the Parish Council. It would be more efficient and cost saving. The Council's Financial Regulations and Standing Orders would need to be amended to take account of the Parish Council conducting its business through Internet Banking if it was resolved that the Parish Council proceeded with this.  
**Action: It was agreed that the Clerk should look into Internet Banking for the Parish Council and report back.**

#### **16/094 To receive the planning report and applications validated**

- **Planning applications validated by East Devon District Council for July 2016: NIL.**
- **Planning applications validated by East Devon District Council from 1<sup>st</sup> to 12<sup>th</sup> August 2016:**  
Erection of extension to an existing livestock building – **Challenger Farm, Membury, Axminster.**  
Erection of agricultural storage building and associated ground engineering works – **Challenger Farm, Membury, Axminster.**
- **Planning applications decided by East Devon District Council for July 2016: NIL.**
- **Planning applications decided by East Devon District Council from 1<sup>st</sup> to 12<sup>th</sup> August 2016:**  
Extension of existing barn to provide holiday accommodation (demolition of existing outbuilding) – **Folly Cottage, Furley, Axminster. APPROVED**
- Two planning applications had been validated by EDDC for Challenger Farm. Planning application 16/1675/FUL was for the erection of an agricultural storage building and associated ground engineering works. Planning application 16/1677/FUL was for the erection of an extension to a livestock building. Cllrs said they had no objection to these applications in principle, but did have concerns about the water runoff from the proposed developments and wanted to be assured by the district council that this would be properly dealt with because of the impact it could have on the flash flooding which occurs in the village.  
**Action: The Clerk was asked to draft a response to both applications and to circulate this to all Cllrs for comments before submitting a response to the district council.**

#### **16/095 To receive highway reports**

- Cllr Debbie Burrough reported that the road from Longbridge to the ford had been resurfaced and the road from Moxhayes Farm to Webble Green was being repaired.
- To prepare for winter it was noted that there was enough salt stored near New House Farm. This salt was for public use only. Cllr Simon Foster asked that an item regarding winter issues was placed on the agenda for the next Parish Council meeting in October.
- Last year 500 empty sand bags had been collected from EDDC for distribution. Residents would have to purchase their own sand to fill the bags.
- Cllr Simon Foster proposed that an email be circulated to residents and a copy of the email to be placed in the winter edition of the Membury Mercury advising that salt was available if there was a particular public road which residents had concerns about and wished to store salt for those areas. Residents requiring salt should contact their nearest Cllr who would approve the request and then provide the salt for that location. Cllr Foster suggested that in the same email the

Council could ask if there were any residents who would be interested in becoming a Road Warden to please contact Cllr Foster or another Councillor.

**Action: The Clerk to place an item regarding winter issues on the next Parish Council meeting agenda. Cllr Simon Foster to email residents about the provision of salt for local roads over the winter period.**

**16/096 To receive the footpaths report**

- In the absence of Cllr Bill Foster, Cllr Debbie Burrough read out Cllr Foster's Footpath Report for August.
- **Footpath 10.** At Case Bridge leading to North Mill House the footpath was obstructed by a fallen tree. The path had been cleared and made passable for walkers. County Council Officers had been informed about the decay in a couple of bridges over drainage gullies.
- **Footpath 25.** The rotting sign post had been replaced by Peter Hartnell and Cllr Foster.
- **Footpath 44.** The overgrowth had been cut back between 'Folly' and 'Lane End' by Ron Martin.
- In July, David Terry of April Cottage, attended and passed a competence course at Kennford organised by Devon County Council.

**16/097 To receive items to go on the agenda for the next Parish Council meeting on 11<sup>th</sup> October 2016**

- As several Cllrs were unavailable to attend the next Parish Council meeting scheduled for Tuesday 11<sup>th</sup> October it was decided to move the meeting forward to Monday 10<sup>th</sup> October.
- Items to be put on the agenda for the next meeting were: Winter Issues, Neighbourhood Plan plus the usual items.

**Action: Cllr Barrell to email Julie Payne requesting that the Parish Council meeting booked for 11<sup>th</sup> October was moved to 10<sup>th</sup> October.**

**16/098 To note the dates of the next meetings of Membury Parish Council for 2016**

- Monday 10<sup>th</sup> October 2016
- Tuesday 29<sup>th</sup> November 2016

**16/099 Public Question Time**

- No members of the public were present at the meeting.

There being no further questions the Chairman closed the meeting at **9.50pm**

Signed.....

Date.....

