

KENTISBEARE PARISH COUNCIL

Minutes of a meeting of the Parish Council held on Tuesday 11th June 2024 at 7pm in Kentisbeare Village Hall.

Present: Cllrs. Mr Neil Woofenden (Acting Chairman), Mrs Felicity Ryan, Edd Southerden, Mrs Lorna Downing, Oliver Forster, Mark Kent and the Clerk. *Due to apologies received from the Chairman and Vice-Chairman, Cllr. Woofenden took the meeting.*

90/06/24. Public Question Time. None.

91/06/24. Apologies: Cllrs. Nick Allan, Mrs Queenie Broom, Martin Disney, Mrs Elise Ellicott, DCC Cllr. John Berry, MDDC Cllrs. Cathy Connor and Andrea Glover.

92/06/24. Declarations of Interest. Cllr. Southerden (DPI as personal payment) cheque number 2178.

93/06/24. The Minutes of the Annual Parish Meeting and of the Annual Parish Council meeting both held on 14/05/24 were approved and duly signed by the Chairman of the meeting.

94/06/24. Matters Arising: (i) Notification from the district council that the application for listing The Wyndham Arms as an Asset of Community Value had been considered and that the responsible officer is satisfied that it is an asset of community value and that it should be included in the list held by the council of Community Assets under the Localism Act 2011. The property is included in the list as at 7th June 2024 and will expire five years after listing. (ii) The Clerk reported that the Risk Management Policy was also reviewed at Minute 25/02/24 (b) along with the Statement of Internal Control.

95/06/24. Planning & Planning Correspondence/Information:

a) Applications considered by the Parish Council.

24/00817/FULL Erection of an agricultural building. Land at NGR 307532 109772 Highwoods Farm, Kentisbeare. No objections.

24/00816/FULL Erection of an agricultural building. Land & Buildings at NGR 307056 109615 Homeleigh, Croyle, Kentisbeare. No objections.

24/00722/FULL Erection of a dwelling following demolition of existing bungalow. Springfield, Kentisbeare, EX15 2AA. No objections.

24/00659/LBC Listed Building Consent for installation of reversible opaque/frosted secondary glazing to first floor landing window on the northern elevation. Court Barton, Cotters Close, Kentisbeare, EX15 2BG. No objections.

24/00223/FULL (additional info and revised drawings) Erection of 4 dwellings following the demolition of agricultural buildings utilising the Class Q fallback position (23/01061/PNCOU). Land & Buildings at NGR 306854 108424 (Ford Farm) Fore Street, Kentisbeare. No objections.

b) Results of applications from Mid Devon District Council.

24/00645/NMA Non-Material Amendment for 22/00822/FULL to allow alterations to both roof pitches, fenestration and window locations and increase number of PV panels. Holmefield, Silver Street, Kentisbeare. EX15 2BW. Permission granted.

c) Culm Garden Village: None.

d) Any other Planning Matters. (i) Notification of Lightwood Land consultation dates – drop in sessions will be held on 19th and 20th June with a website soon live for feedback. Lightwood will present to the Parish Council a few days beforehand at an informal meeting.

96/06/24. Highways

a) Kentisbeare Village Tree: The Tree Officer from DCC has confirmed that DCC is in agreement for the Parish Council to fund remedial pruning works to the Horse Chestnut tree. The Clerk reported on a quotation from R&R Services which includes applying for permission from the Local Planning Authority (LPA) for £162 plus VAT which was agreed. The contractor will need to liaise with the MDDC Tree Officer and the DCC NHO. Works will be carried out after the nesting season. The Clerk will make enquiries regarding the ownership of the village tree possibly being passed to the Parish Council and report at a future meeting.

b) Items to report and any other matters: The hedge has been cut at Post Cross - the Clerk will ask if it can be cut back further. The damaged grit bin at Blackborough has been logged - Ref No. W241756855. The road edge in Blackborough has been reported as a defect and a request to be signed appropriately - Ref D243864803. A blocked gully just above the damaged road edge has been logged for jetting.

Highways Continued:

Update on query regarding a weight limit on the bridge in Fore Street via the NHO and Bridge Inspector – “*the bridge weight limit on Fore Street, Bridge 02618 Kentisbeare Cornmill has been assessed to carry 40 tonne vehicles (HGV’s). As such it is not necessary for any weight limit to be placed here*”. Enquiries will be made regarding the fading lines around the disabled bay in the square. The Clerk reported that the NHO is moving post shortly.

97/06/24. Reports.

- a)** The Clerk. (i) The post office will close permanently on 27/06/24, the village store is to remain open. Community Planning will be looked at later in the year via Devon Communities Together.
- b)** Reports from DCC & MDDC Councillors: None.
- c)** P3 Footpaths and Parish Paths: (i) A few issues as reported via the Clerk in Silver Wood have been attended to by the contractor, Tilhill Forestry. (ii) Summer Walks 2024 – the Clerk will complete a special events form and a risk assessment for insurance purposes. (iii) Any other matters – enquiries will be made regarding The Community Payback scheme in respect of Himalayan Balsam bashing.
- d)** The Chairman/Vice-Chairman: None.
- e)** Any other reports. (i) Report on visit to MDDC Waste and Recycling Depot as attended by Cllr. Mrs Broom & the Clerk – the Clerk reported on a tour of the site and will provide a summary for a future newsletter. Drop in surgeries are being held for any Parishes that are facing challenges and issues in relation to waste and recycling.

98/06/24. Finance.

a) A report was given and the bank balance was noted as at 31/05/2024. Direct Debits taken: Nest £80.74 on 03/05, EDF £28 on 10/05, Utility Warehouse £41.05 on 31/05. Credits received: HMRC VAT Refund 2022/23, £1371.39 On 30/05/24.

b) Payments were approved:

-Chq 2172	£	266.18	M L Thorne. Website and e-newsletter.
-Chq 2173	£	908.78	Clerk – salary and expenses.
-Chq 2174	£	731.20	Countrywide Grounds Maintenance Ltd. Grass maintenance contract April & May.
-Chq 2175	£	9.97	SMA Services. Payroll provider.
-Chq 2176	£	372.00	Kentisbeare Village Hall. Hall hire and annual storage hire.
-Chq 2177	£	168.00	Microshade Business Consultants Ltd. DPO Service 2024/25.
-Chq 2178	£	30.60	E Southerden. Travel expenses re: BHPN visit. See declarations.

-It was also agreed to raise cheque number 2184 to S Aldworth for £120 as an expected payment in respect of the internal audit fee.

c) Annual grants - to raise cheques for the annual grants as agreed at the precept meeting, the following payments were agreed:

-Village Halls: Blackborough Village Hall (Cq 2179 - £1000), Kentisbeare Village Hall (Cq 2180 - £1000).

-Churchyard grants: Blackborough PCC (Cq 2181 £300), Kentisbeare PCC (Cq 2182 £1500), Sainthill Baptist Church (Cq 2183 £300).

-Sainthill Youth Club (2183 £500): *note cheque number 2183 is for £800 and covers both the youth club and the church yard.*

d) Updated Clerk’s literature – it was agreed for the Clerk to purchase updated editions of Local Council administration and the Clerk’s Manual via SLCC.

e) Parish benches - quotation for replacement benches at Kentisbeare Village Hall and the Eel Pool: Two quotations were reviewed; Marmax Products Ltd, recycled plastic cost - £434 each including delivery & M D Fabrication, steel bench in powder coat finish - £785 each. It was agreed to accept the quotation from M D Fabrication for steel benches as these are considered more robust. Funds will come from reserve.

f) Village Noticeboards – update on possible locations and cost for additional. The Clerk reported that the most suitable options were the village hall green and Parsons Close green. It was agreed to approach the village hall committee and if agreed, Countrywide Grounds Maintenance will be asked to fix a 2 bay 6A4 noticeboard ex Greenbarnes Ltd. for £1829.25 (exact price to be confirmed as quotation supplied earlier in 2024).

Funds will come from reserve. The Parish Council will review the situation at a later date to see if another board will be of benefit at Parsons Close green. It is hoped that this will be a deterrent to lamp posts being used for posters - notice will be put into the newsletter and Parish magazine.

g) Update on opening a 95 day notice account with Lloyds Bank – the Clerk reported that transfer is one way from a nominated account, and that Lloyds Bank will make the first transfer of £10,000 to open the account; Clerk to arrange from the Treasurers account.

Finance Continued:

h) Annual Governance & Accountability Return (AGAR) & Audit 2023/24. (i) Internal audit – the internal audit report was noted. No matters of concern. (ii) Section 1 – The Annual Governance Statement 2023/24 was approved and signed. (iii) Section 2 - The Accounting Statements for 2023/24 were considered. (iv) The Accounting Statements were approved. (v) The Accounting Statements were signed by the Chairman of the meeting.

i) Any other financial matters. (i) Cheque number 2184 raised to S Aldworth for £120 as above. (ii) Cllr. Southerden will provide details of any new signs required in Blackborough ASAP. (iii) The Clerk reported that the printer will need replacing shortly – a grant of £150 has been held in reserve towards a new printer and it was agreed to spend in the region of £400. (vi) Grants for the sports clubs will be considered at a future meeting.

99/06/24. Kentisbeare Play Area.

a) Update on cycle track: The Clerk reported that Voiceworx choir will be raising funds at an event in July. Other ideas for fundraising will be discussed shortly.

b) Annual survey of night time landing site and upcoming survey of light – it was agreed for the Clerk to meet with MAT Electrics shortly for a survey of the light and for this to be carried out annually thereafter. Costs will be confirmed. DAAT will carry out a survey of the landing site shortly.

c) Any other matters: The Clerk will make enquiries with the Play Area Inspector regarding safety matting.

100/06/24. Advisory groups – it was agreed for a Community Wellbeing Group; Cllr. Mrs Ryan to be the representative.

101/06/24. Correspondence & Any Consultations. CPRE. Thank you from Chill & Chat Coffee Morning organiser.

102/06/24. Items for information, future agenda items, and dates of future meetings. Next meeting – 06/08/24 (*recess agreed for July opposed to August due to various holidays*) apologies from Cllr. Southerden. Future agenda items: Kentisbeare in Bloom (Cllr. Forster). Possible library space area. Village Tree. Heritage Assets – phone box and post box located in village square.