

## KENTISBEARE PARISH COUNCIL

### Minutes of a meeting of the Parish Council to be held on Thursday 14<sup>th</sup> November 2024 at 7pm in Kentisbeare Village Hall

**Present:** Cllrs. Mr Neil Woofenden (Acting Chairman), Mrs Felicity Ryan, Mrs Elise Ellicott, Mrs Lorna Downing, Mr Oliver Forster, Mr Edd Southerden, Mr Martin Disney, MDDC Cllrs. J Poynton and Cathy Connor and the Clerk.  
*Due to apologies received from the Chairman, Cllr. Woofenden took the meeting.*

**148/11/24.** Public Question Time: None.

**149/11/24.** Apologies: Cllrs. Mr Mark Kent, Mr Nick Allan, Mrs Queenie Broom, DCC Cllr. J Berry and MDDC Cllr. Andrea Glover.

**150/11/24.** Declarations of Interest: None.

**151/11/24.** The Minutes of the Parish Council meeting held on 01/10/2024 were approved and duly signed by the Chairman of the meeting.

**152/11/24.** Matters Arising: None.

#### **153/11/24. Planning & Planning Correspondence/Information:**

**a)** Applications considered by the Parish Council.

-24/01479/LBC Listed Building Consent for the replacement of roof tiles with natural slate. Lower Kingsford, Kentisbeare, EX15 2AU. No objections.

-24/01544/HOUSE Erection of two-storey and single storey extensions. Honeysuckle Cottage, Kentisbeare, EX15 2AT. No objections.

-24/01585/CLU Certificate of lawfulness for the existing use of a dwelling in breach of agricultural occupancy condition 2 of Planning Permission EN5449 for a period in excess of 10 years. Orway Crescent Farm, Kentisbeare, EX15 2EX. No objections.

**b)** To note that the following application was considered under delegation, to which there were no objections – approved by MDDC: 24/01380/CAT Notification of intention to reduce the crown to 1 Willow tree by 2m and 1 Cherry tree by 1.5m within the Conservation Area. 11 Silver Street, Kentisbeare, EX15 2BH.

**c)** Results of applications from Mid Devon District Council.

-24/01201/FULL Erection of an agricultural storage building. Land and Buildings at NGR 307988 107341 Orway Porch Farm, Kentisbeare. Permission granted.

**d)** Culm Garden Village: An informal meeting will be arranged to provide an update in the New Year. Three representatives from MDDC including the Area Planning Officer, Major Projects will attend. MDDC Cllr. Cathy Connor was asked to query the allocation of S106 funds.

**e)** MDDC Licensing: It was noted that the 28 day period for the following application was restarted on 10/10/24; Notification of new premises licence: Land in front of adjacent to Croyle House, Kentisbeare, EX15 2AP. Grid Ref: ST06836 09451 – the Clerk reported that notification had since been received to say that the application has been withdrawn.

**f)** Any other Planning Matters: (i) It was noted that the Town and Country Planning Association (TCPA) Annual Conference is taking place in London on 26/11/24. (ii) Works have started on the cricket pitch at Horn Road.

#### **154/11/24. Highways.**

**a)** Report on recent meeting with Neighbourhood Highways Officer (NHO) – a number of councillors and the Clerk recently met with the newly appointed NHO where a number of issues were discussed. Following the meeting, the Clerk and Cllrs. Kent and Forster accompanied the NHO to inspect various issues.

**b)** Items to report and any other matters: (i) The Clerk responded to a member Parish of the BHPN following an enquiry sent to all subscribing Parishes of the network regarding possible solutions to HGV vehicles becoming stranded in villages which causes disruption and sometimes damage. (ii) A notice has been publicised online following a significant increase in reports submitted to MDDC of dog fouling. District Officers will be carrying out extra patrols.

### 155/11/24. Reports.

- a)** The Clerk: (i) An annual report had been received of users of the website, social media page and subscribers of the electronic newsletter. (ii) The Clerk will attend the following - Devon Communities Together AGM & Conference and MDDC Annual Clerks Meeting. Notification of an invitation to councillors to meet the DCC Leader on the evening of 10/12/24.
- b)** Reports from DCC & MDDC Councillors: MDDC Cllr. Cathy Connor circulated a report following the meeting, details include - a reminder of the Residents Survey which closes on 11/12/24. Details of problems with rent charges dating back over a number of years; the external auditors raised a concern about the way the council calculated its rent charges and identified that some tenants have been overcharged and some have been undercharged. The Household Support Fund runs until 31/03/25 or until funds run out. Cullompton Town Centre Relief Road - Tesco has confirmed its willingness to sell a key piece of land required to deliver the road.
- c)** P3 Footpaths, Parish Paths & Silver Wood. (i) Report on site meeting at Silver Wood: Cllr. Mrs Ellicott and the Clerk met on site with the contractor for The Woodland Trust recently to discuss how various issues could be addressed. Works are dependent upon available funding and it was discussed whether it would be beneficial for the Parish Council to have some financial input to ensure that works can be carried out. Councillors agreed that Silver Wood is considered a “community asset” so the matter will be discussed at a future meeting. (ii) DCC Public Rights of Way Officer and Parish maps: The Clerk reported that the recently appointed PROW Officer has offered to attend an informal meeting and/or attend a Parish Council meeting. DCC will continue to provide maps for Parish Councils up to size A3 but larger maps may be chargeable; it was agreed for the Clerk to look into obtaining some larger maps for councillors. (iii) Any other matters: The Culm Catchment Officer will attend an informal meeting to provide an update in the New Year and a visit will be made to Silver Wood.
- d)** The Chairman: None.
- e)** Kentisbeare Climate Action Group: Cllr. Forster reported on the first meeting of the group which was well attended. The group has put together a draft survey which will be considered at a future meeting. *The Clerk reminded the council that The Blackdown Hills Parish Network (BHPN) has purchased a Flir C5 Thermal Imaging Camera which is available for loan to subscribing Parishes.*
- f)** History Project update: Cllr. Mrs Downing reported that the visit from the Culm Valley U3A History Group will now take place in the New Year. It is hoped to carry out some video interviews for the open day. More information will be gathered over the coming months for the project and open day.
- g)** Any other reports: The Clerk reported that the BHPN will be consulting on a revised Management Plan towards the end of the year. The consultation will run for 8 weeks and is expected to strengthen the landscape.

### 156/11/24. Finance.

- a)** A report was given and the balances were noted. Credits received: £45 on 01/10 & £30 on 09/10 in respect of advertising on the Parish website. 07/10 - £20,500 from MDDC (precept, second instalment). Direct Debits taken: Nest £80.75 on 07/10, EDF £28 on 10/10, Utility Warehouse £44.05 on 31/10. It was noted that the following cheque was issued under delegation - cheque number 2217 to Deep Blue Logic for £813.19 re: purchase of a laptop for working on the History Project (as agreed).
- b)** Payments were approved:
- |           |          |  |
|-----------|----------|--|
| -Chq 2218 | £ 216.22 | Kentisbeare Village Hall. Hall hire and hire for Chill & Chat Coffee morning to 31/3/25. |
| -Chq 2219 | £ 983.72 | Clerk – salary and expenses.   |
| -Chq 2220 | £ 731.20 | Countrywide Grounds Maintenance Ltd. Grass maintenance contract - Sept & Oct.            |
| -Chq 2221 | £ 60.00  | Devon Association of Local Councils. Conference attendance fee re: Clerk.                |
| -Chq 2222 | £ 120.00 | Project Cosmic. SSL Server Certificate.  |
| -Chq 2223 | £ 9.97   | SMA Services. Payroll provider.  |
| -Chq 2224 | £ 400.00 | DCC. HGV Road sign.  |
| -Chq 2225 | £ 66.00  | J Batten. Hedge trimming at Kentisbeare Play Park.                                       |
| -Chq 2226 | £ 230.88 | MDDC. Bin emptying 6 months - Rectory Road.  |
| -Chq 2227 | £ 156.00 | MDDC. Bin emptying 6 months - Silver Park.   |
| -Chq 2228 | £ 302.64 | MDDC. Bin emptying 6 months – Blackborough Woods.  |
| -Chq 2229 | £ 266.18 | M L Thorne. Website and e-newsletter.  |
| -Chq 2230 | £ 120.00 | Society of Local Council Clerks. Membership Renewal.                                     |

*Finance continued:*

The following cheque will be carried forward as full details have not been received: Chq 2231 D Richmond Computer Services. Annual service & updates ref laptop.

- c) It was agreed for a grant of £100 for Churches Action Housing Team (CHAT) following a request for financial support – a payment will be included on the next agenda.
- d) Renewal of Membership to The Campaign to Protect Rural England (CPRE) – it was agreed to increase the amount to £84. Cheque number 2232 was issued.
- e) Kentisbeare Parish Website. (i) Parish website advertising costs for 2025 - it was agreed that a small business will be charged £35 pa and a large business will be charged £50 pa. (ii) Project Cosmic – notification that the web hosting cost from February 2025 will be £200. (iii) A quotation for the website, e-newsletter and social media works was agreed.
- f) To confirm costs for 2025 (i) Allotment rental - £15 (ii) Use of office equipment by the Parish Clerk as Booking Secretary for Kentisbeare Village Hall - £60.
- g) Utility Warehouse Annual Best Tariff Notification – noted, no changes monthly contract to continue.
- h) Notification received of the date of the deadline for submission of Parish Precept to MDDC – 22/01/25.
- i) NALC Salary Scales: Notification of an increase in the NALC salary scales backdated to 01/04/2024 which employers are encouraged to implement ASAP – Clerk to implement via payroll provider.
- j) Any other financial matters: None.

**157/11/24. Kentisbeare Play Area.**

- a) Update on cycle track: The Clerk and Cllrs. Woofenden, Forster and Southerden will meet with the contractor before the next meeting to discuss finances and commencement of works. The Clerk will instruct Devon Communities Together to assist with grant funding as previously agreed.
- b) Annual Inspection Report – it was noted that there are a few minor issues that require attention; the Clerk will instruct T K Play Ltd to carry out any necessary works as a result of the inspection.
- c) Any other matters: The Clerk has another appointment with EDF shortly regarding the installation of a smart meter.

**158/11/24. Update on the possibility of entering Britain In Bloom:** Cllr. Forster will meet with a representative shortly to discuss the competition.

**159/11/24. Christmas Lights** – Cllrs. Disney and Woofenden will arrange for the lights to be switched on.

**160/11/24. Blackdown Hills Parishes Network.** (i) Flir C5 Thermal Imaging Camera available for loan – as 155/11/24. (ii) Any other Matters. (a) Notification of the decision by the Blackdown Practice to close branch sites at Churchinford and Dunkeswell on all afternoons from 01/12/24. Concern over the future of the surgeries if they are only used half of the time; representatives of the network are to meet with the managers. (b) Representatives of the BHPN will meet with the four MP's in February.

**161/11/24. Correspondence & Any Consultations.** Correspondence: Connecting Devon and Somerset (CDS) update. Clerks & Councils Direct. Various generic emails. Consultations: Devon and Somerset Fire and Rescue – Precept Consultation. MDDC - Let's Talk Mid Devon, Residents' Survey 2024. *Reminders - Devon and Torbay Local Transport Plan 4. Devon Countywide Local Cycling and Walking Infrastructure Plan (LCWIP) public consultation.*

**162/11/24. Items for information, future agenda items, and dates of future meetings. Future meeting dates:** 10/12/24 and 14/01/25. Future agenda items: Silver Wood. Kentisbeare Climate Action Survey.