

KENTISBEARE PARISH COUNCIL

Minutes of a meeting of the Parish Council held on 10/12/2024 at 7pm in Kentisbeare Village Hall

Present: Cllrs. Mr Nick Allan (Chairman), Mrs Felicity Ryan, Mrs Lorna Downing, Mr Oliver Forster, Mr Mark Kent, MDDC Cllrs. J Poynton and Cathy Connor and the Clerk.

163/12/24. Public Question Time: None.

164/12/24. Apologies: Cllrs. Mr Edd Southerden, Mr Martin Disney, Mrs Elise Ellicott, N Woofenden, Mrs Queenie Broom, MDDC Cllr. Andrea Glover and DCC Cllr. John Berry.

165/12/24. Declarations of Interest: Cllr. Kent (DPI as the applicant) planning application 24/01722/CAT.

166/12/24. The minutes of the Parish Council meeting held on 14/11/2024 were approved and duly signed by the Chairman.

167/12/24. Matters Arising: None.

168/12/24. Planning & Planning Correspondence/Information:

a) Applications to be considered by the Parish Council:

-24/01722/CAT Notification of intention to reduce the crowns of 2 Oak Trees by 4 mtrs within the Conservation Area.

b) Results of applications from Mid Devon District Council. No objections. See declarations – Cllr. Kent left the room for this item.

-24/01675/NMA - Non Material Amendment to Planning Permission 22/00822/FULL to allow the addition of 2 new window openings on South elevation (Plot 1); relocation of chimney, removal of window on East elevation, formation of new window opening on North elevation and lowering of sill height on North elevation (Plot 2). Holmefield, Silver Street, Kentisbeare, EX15 2BW.

-23/00101/MARM Reserved Matters for a new cricket facility consisting of 2 storey pavilion, scorers hut, ground equipment store, outdoor cricket nets, landscaping and parking following Outline approval 20/01452/MOUT - Land at NGR 305210 108255 Horn Road, Kentisbeare. Decision: Permitted with conditions to discharge.

c) Culm Garden Village: A meeting of the Delivery Board will take place shortly. An informal meeting has been arranged with the Project Management team for January.

d) MDDC Public Consultation - Area B of the Tiverton Eastern Urban Extension. Noted, no comments.

e) Any other Planning Matters: None.

169/12/24. Highways: The Clerk will endeavour to liaise with MDDC regarding regular updates on dog fouling following recent contact from MDDC due to an increase in reports submitted to the district council.

170/12/24. Reports.

a) The Clerk: (i) The Clerk gave a brief report following attendance at the Devon Communities Together AGM & Conference and MDDC Annual Clerks Meeting – a presentation was given on Community Land Trusts and Resilience at the Clerks meeting and it is hoped that MDDC and DCT will be available to present to the Parish Council later in the year.

(ii) The Clerk attended website training recently and enquiries were made regarding registering a gov.uk domain – this is following advice from the external auditors to councils. Further information will be provided by the website company at a later date together with migration to Microsoft Office 365.

b) Reports from DCC & MDDC Councillors: (i) DCC Cllr. J Berry (via the Clerk) – Cabinet is to consider the Cullompton Relief Road shortly. The Rural Delivery Fund is down by £13 million. (ii) MDDC Cllr. Cathy Connor reported as follows before leaving the meeting – details of the Shared Prosperity Fund have been publicised. The Dartmoor Forum took place recently. Along with help from Cllr. Andrea Glover arrangements are being made for use of a sleigh and festive costumes at the Christmas Eve celebration as hosted by The Wyndham Arms, Kentisbeare.

c) P3 Footpaths, Parish Paths & Silver Wood: (i) The Chairman reported that following communication with Cllr. Mrs Ellicott (P3/Footpath co-ordinator), as a result of the recent storm there is a fallen tree along Bridleway 37 which is in need of being removed. Despite efforts past and present to determine ownership of the Bridleway it remains unclear as to who is responsible. It was considered that for Health and Safety reasons that the Parish Council should make arrangements for removal of the tree ASAP (see 9.6).

d) The Chairman: None.

e) Any other reports. (i) Kentisbeare Climate Action Group will make contact shortly regarding a Climate Action Survey for inclusion in K-Net. (ii) Cllrs. Mrs Downing continues to make progress with the History project and it is hoped that voice recording and video recording may form part of the proposed event.

171/12/24. Finance.

a) A report was given and the balances were noted. Credits received - £45 on 14/11 in respect of advertising on the Parish website. £900 on 18/11 from Kentisbeare Village Hall, pump track donation. Direct Debits taken: Nest 85.07 on 07/11, EDF £28 on 11/11, DCT (membership fee) £50 on 25/11, Utility Warehouse £44.05 on 29/11.

b) Payments were approved:

- Chq 2231 £ 60.00 D Richmond Computer Services. Annual service & updates ref laptop.
- Chq 2233 £ 989.28 Clerk – salary and expenses.
- Chq 2234 £ 365.60 Countrywide Grounds Maintenance Ltd. Grass maintenance contract.
- Chq 2235 £ 266.18 M L Thorne. Website and e-newsletter.
- Chq 2236 £ 19.94 SMA Services. Payroll provider.

c) Requests for financial support – it was agreed for a donation of £100 each to (i) Citizens Advice, Torrington, North, Mid and West Devon (cheque deferred to next meeting) and (ii) Churches Action Housing Team (CHAT) – cheque number 2237 was raised as previously agreed 156/11/24 (c). (iii) Mid Devon Mobility will be asked to provide details of assistance provided within the Parish before a decision is made.

d) Renewal of Grass Maintenance Contract: The Clerk had circulated a draft document which was approved and the Clerk will endeavour to get three quotations. Details of the pump track project will be included.

e) Silver Wood: Following the recent site meeting it was considered that the area is of great benefit to the Parish and considered a community asset and that it would be beneficial for the Parish Council to assist financially at some point to help improve the site (i.e. extra cutting, replacement log seats).

f) Any other financial matters: Following notification of the date of the deadline for submission of Parish Precept, the Chairman and Cllr. Woofenden will meet with the Clerk to look at suggested figures to present to the council for consideration at the January meeting. (ii) Thanks received from Kentisbeare Football Club for the recent financial support which has helped towards recent project costs. (iii) Various correspondence has been received over the last few months regarding changes to accounts, terms and fees which includes fees for credits, debits and an account fee. Banking arrangements for Cllrs. Southerden and Woofenden is in progress.

172/12/24. Kentisbeare Play Area.

a) Pump (cycle) Track – update: The working group met with the contractor recently to discuss starting works with existing funds (i) To agree on the timescale for commencement of works – works will start by 03/03/25 in conjunction with the planning permission. (ii) To agree on details for funding and phasing of the project – it is expected that the project will take place in two phases, this will be confirmed in the New Year. The Clerk recently met with the DCT Funding Manager regarding the quotation as agreed (minute 84/05/24 (g)) for assistance in gaining extra funding. It was agreed that only elements 4 and 5 are now required at a total estimated cost of £1520; DCT will be instructed to proceed – this is to research potential funders, provide base funding document and prepare draft funding application to major funder. Community support was shown initially at the successful drop-in session attended by in excess of a hundred attendees over a range of ages - people submitted their ideas of how the project should look before design. The Clerk confirmed community donations/fundraising which totals £2489.50.

A successful fundraiser took place recently as organised by Kentisbeare Village Hall Committee and £900 was raised. The Clerk will make an application to the DCC Locality Budget for the track itself for £1500-£2000 for which Cllr. Berry has confirmed support.

b) Any other matters: A quotation is awaited for required works on site following the annual inspection.

173/12/24. MDDC Community Risk Register: Deferred to a future meeting; Clerk to liaise with MDDC.

174/12/24. Adoption of Policies – work in progress; it was agreed in principle to adopt the following policies which the Clerk will circulate when complete: (a) Equality and Diversity Policy. (b) Dignity at Work Policy. (c) Disciplinary and Grievance Policy.

175/12/24. Review of Standing Orders –agreed in principle.

176/12/24. Correspondence & Any Consultations. Various generic emails. Consultations: Ministry of Housing, Communities and local Government - Enabling remote attendance and proxy voting at local authority meetings: Agreed to be of benefit in principle, the Chairman and the Clerk to review and submit a response.

177/12/24. Items for information, future agenda items, and dates of future meetings. Future meeting dates: 14/01/25 and 11/02/25. Apologies from Cllr. Allan for 11/02/25.