

KENTISBEARE PARISH COUNCIL

Minutes of a meeting of the Parish Council held on Tuesday 11th February 2025 at 7pm in Kentisbeare Village Hall.

Present: Cllrs. Mr Neil Woofenden (Acting Chairman), Mr Oliver Forster, Mr Mark Kent, Mr Edd Southerden, Mr Martin Disney, MDDC Cllr. Cathy Connor and the Clerk.

Due to apologies received from the Chairman Cllr. Woofenden took the meeting.

15. Public Question Time: None.
16. Apologies: Cllrs. Mr Nick Allan, Mrs Elise Ellicott, Mrs Felicity Ryan, Mrs Lorna Downing, DCC Cllr. John Berry, MDDC Cllrs. John Poynton & Andrea Glover.
17. Declarations of Interest: None.
18. The Minutes of the Parish Council meeting held on 14/01/2025 were approved and duly signed by the Chairman of the meeting.
19. Matters Arising: None.
20. **Planning & Planning Correspondence/Information:**
 - 20.1 Applications considered by the Parish Council:
 - 24/00560/FULL Conversion and alteration of 5 barns to create 4 'self-build' dwellings. Land and Buildings at NGR 306868 108436 (Ford Farm) Fore Street, Kentisbeare. A few councillors had attended a site meeting. It was agreed for no objections.
 - 25/00050/CAT Notification of intention to remove deadwood back to 50mm diameter of 1 Horse Chestnut in a Conservation Area. Village Square, Fore Street, Kentisbeare. No objections.
 - 25/00083/FULL Erection of an agricultural calf rearing building. Land and Buildings at NGR 308488 108677 France Farm, Blackborough. No objections.
 - 20.2 Results of applications from Mid Devon District Council.
 - 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. Refused – the LPA considers that due to a significant gap in occupation of the dwelling between 1-01/11/2018 and 17/12/19 the breach of condition stopped. Accordingly the farmhouse has not been occupied in breach of the agricultural occupancy condition for a continuous period in excess of 10 years.
 - 24/01479/LBC Listed Building Consent for the replacement of roof tiles with natural slate. Lower Kingsford, Kentisbeare, EX15 2AU. Permission Granted.
 - 20.3 For information: MDDC - Committee Notification 24/01248/PNCOU Prior notification for the change of use of 2 agricultural buildings to 4 dwellings under Class Q. Land at NGR 307810 108319 (Lower Moneysland) Kentisbeare. Noted.
 - 20.4 Culm Garden Village. (i) Cllrs. Allan, Mrs Ellicott and the Clerk met recently with the Project Manager and the Chairman of the Delivery Board – the main topic of discussion was the concept of a Sports Hub between Dead Lane and Horn Road. The Clerk reported that it was suggested that for future reference, Kentisbeare Parish Council should draft a statement regarding its views as to what constitutes an acceptable buffer zone – this will be discussed with MDDC and kept on file for future reference. The matter will be discussed at the next meeting of the Parish Council
 - 20.5 Blackdown Hills National Landscape Management Plan Consultation: Details circulated to all. Cllr. Southerden to draft a response.
 - 20.6 Consultation: Mid Devon Call for Sites 2025: The district council is launching a new Call for Sites from 06/02 to 14/03/25 to help to understand the most recent information on available sites across the district and to help inform the development of the Local Plan. The consultation provides individuals and organisations with the opportunity to suggest sites considered to have the potential to be developed for housing, economic or other uses. The last “Call for Sites” was held in 2021. Conclusions will be published in a ‘Housing and Economic Land Availability Assessment’ (HELAA) which will include the sites from the 2021 and the 2025 process. The HELAA will form part of the evidence base for a new Local Plan for Mid Devon. Submissions may be made online. It was agreed not to suggest any sites at this stage. *Note: closing date 14/03, any further information or updates can be reported at the next meeting.*
 - 20.7 Any other Planning Matters: None.

- 21. Highways** - items to report and any other matters: (i) Machine Lane - works to the bridge area are imminent, clearing of debris on the road has recently taken place. Cllr. Southerden reported that the grit bin has been replaced in Blackborough. The new HGV sign has been positioned near Moorhayne Cross. (ii) Dog fouling in Miry Lane has been reported to MDDC.
- 22. Reports.**
- 22.1** The Clerk. DALC - Report on smaller councils meeting: The Clerk reported on a recent online meeting regarding Devolution – many councils are concerned as to how they will be affected if there is to be a Unitary Authority; further news is awaited. DALC is looking to promote the value of the sector and councils were asked to compile a statement providing information of what work they are doing in their communities together with their aspirations; details will be submitted as prepared by the Clerk. (ii) DALC – Nominations for Royal Garden Party: It was agreed to put the Clerk forward.
- 22.2** Reports from DCC & MDDC Councillors: MDDC Cllr. Cathy Connor reported on possible areas in respect of a site locally at which a Park Run could take place. The Call for Sites Consultation has been publicised. It was noted that up-to-date information had just been received confirming that the DCC elections will go ahead in May 2025.
- 22.3** P3 Footpaths, Parish Paths & Silver Wood: Thanks to Cllr. Woofenden for arranging for the issue of a fallen tree to be dealt with on a permissive path. Details have been sent to the P3 Co-ordinator regarding a bridge in need of some repair.
- 22.4** Any other reports: Details of Hembury Fort Clearance Day circulated to all.
- 23. Blackdown Hills Parishes Network – update regarding membership.** Details circulated – the BHPN was formed in 2011 to represent and act for the benefit of the Parishes wholly or partly within the Blackdown Hills National Landscape (BHNL). The BHPN is keen to improve contact with Parish Councils and Meetings and recent changes have been implemented to simplify how the BHPN works resulting in the abolishing of the membership fee. The network is inviting Parishes just outside of the National Landscape to join the BHPN and from 01/01/25 the network assumes that all of those with a full or partial footprint within the BHNL are members of the network unless otherwise informed. It is hoped that councils will give a minimum membership fee of £25, more where possible depending upon previous commitment and available funds. Information was given on steering group meetings which will be bi-monthly alternating between on-line and physical meetings. The AGM will continue to be held in person with an occasional second general meeting annually. *The Parish Council agreed to continue as in previous years with a membership fee of £75 (see 24.2).* As representatives, Cllrs. E Southerden and the Clerk will endeavour to attend the AGM as in previous years.
- 24. Finance.**
- 24.1** Report & to note the balances: A report was given and the balances were noted – bank balance £45,845.67 as at 31/01. Notice a/c: 10,200.68. Direct Debits taken: EDF £28 on 10/01, Utility Warehouse £44.05 on 31/01. Credits received: 22/01 DCC P3 Grant - £1150, 23/01 Kentisbeare Village Hall Office expenses - £60.
- 24.2** To approve payments:
- Chq 2249 £ 1004.60 Clerk – salary and expenses.
 - Chq 2250 £ 365.60 Countrywide Grounds Maintenance Ltd. Grass maintenance contract.
 - Chq 2251 £ 266.18 M L Thorne. Website and e-newsletter.
 - Chq 2252 £ 756.00 T K Play Ltd. Play Area Maintenance.
 - Chq 2253 £ 40.00 Allotment rental.
 - Chq 2254 £ 9.97 SMA Services. Payroll Provider.
 - Chq 2255 £ 75.00 Blackdown Hills Parishes Network. Subscription.
 - Chq 2256 £ 50.00 Association of Local Council Clerks. Subscription.
- 24.3** Annual Governance & Accountability Return (AGAR) 2024/25 (i) Internal Auditor 2024/25 - it was agreed to instruct S Aldworth as last year. (ii) Review of effectiveness of system of internal control and Risk Management Policy. The Clerk has revised a Statement of Internal Control and Risk Management Policy which will be circulated to all. Cllr. O Forster will assist the Clerk with quarterly checks.
- 24.4** The Fixed Asset Register was reviewed and updated.
- 24.5** Any other financial matters: None.

25. Kentisbeare Play Area.

25.1 Pump (cycle) Track: Cllr. Woofenden and the Clerk reported following a recent site meeting with contractor - it was agreed for submission of a Non-Material Amendment (NMA) in respect of the access path and for enabling works to start w/c 24/02/25 in respect of a temporary access path. The contractor will submit a 7 day planning notice to MDDC and the Clerk will submit photos for evidence of the start date. The contractor will be asked to cost the enabling works separately and for these costs to be outside of the main agreement; exact cost to be confirmed but expected to be in the region of several thousand pounds – to be paid at the next meeting or under delegation as an expected payment. Cllr. Woofenden as Clerk of Works and the Clerk will liaise with the contractor and the agent, Will Dutch Landscape Architects, whilst enabling works take place.

It was agreed to accept an estimate from Will Dutch Landscape Architects for £1210 to prepare the contract agreement documents and health and safety file for execution and to prepare drawings & statement in respect of the NMA and to submit to MDDC – the planning fee is an additional charge which will be charged at cost. The Parish Council will administer the project after contract signing – Cllr. Woofenden agreed to oversee this with help from the Clerk. Start dates for works to the Pump Track and Balance Track to be agreed. Cllrs. Forster and Southerden will meet with the Clerk to look at Crowdfunding.

25.2 Report on recent meeting with Ken White Signs: The Clerk reported that a quotation will follow as a result of a meeting with the sign company where a replacement village sign was looked together with a number of signs for the play area.

25.3 Any other matters: The problem of moles will be monitored.

26. MDDC Resilience.

26.1 Community Risk Register. Community Risk Register: Information from the MDDC Resilience Officer to say that there is a National Risk Register held by Central Government and a Community Risk Register held by the Devon, Cornwall and Isles of Scilly Local Resilience Forum but that there is no form of Local Risk Register. One of the main outputs of the register would be a more proactive response to engagement where MDDC could better target the specific risks that matter to communities across the district. Town and Parish Councils have been asked to review the draft document together with the risks and the scores and to provide information on any additional risks.

It was noted that MDDC Cllr Cathy Connor had raised the issue of the potential danger of a collision between vehicles and children at school drop off times. No further risks were suggested at this time.

26.2 **BT digital voice events & mobile phone not spots.** Request from MDDC Resilience Officer for information from communities of areas which are “not spots” (i.e. no internal house mobile signal) and the areas affected when we go fully digital - so that the district council is aware of these locations and the added risk. It was discussed that most of the Parish had a problem with signal.

27. Correspondence & Any Consultations. Family Farms and IHT; a Discussion Paper circulated to Parishes within the Blackdown Hills - *agreed for comments at a future meeting.*

Clerks and Councils Direct. Email of thanks following recent donations from Churches Housing and Action Team and Citizens Advice Torridge, North, Mid & West Devon. Various generic emails (circulated to all).

Consultations: Fire service consultation- Automatic Fire Alarms - noted.

28. A Casual Vacancy - to be noted: The Clerk will liaise with MDDC regarding a notice in respect of Queenie Broom.

29. Items for information, future agenda items, and dates of future meetings. Future meeting dates: 11/03/25.