

# Annual Parish Meeting from 6.30pm

Two members of the public attended. Roads was the primary concern, with blocked drains not getting cleared. Nicky Wallace was welcomed as Council's P3 (parish paths) co-ordinator.

**Minutes of the meeting of Colebrooke Parish Council held on Tuesday 15<sup>th</sup> March 2022, 7pm in the Village Hall.**

**Present:** Cllr. Smith (Chairman); Cllr. Hodder; Cllr. Wallace; Cllr. Niklaus; Cllr. Graham; Cllr. Johnstone; County Cllr. Letch; Penny Clapham (Clerk); 5 members of the public.

- 1) **Apologies for absence:** Cllr. Clarke. District Cllr. White. Cllr. Enderson. Cllr. Charlton-Anne.
- 2) **Declarations of Interest:** In accordance with the Code of Conduct, members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declarations of Interests must be notified to the Monitoring Officer at Mid Devon District Council within 28 days of the change. Cllr. Smith agenda item 10 (i), having a personal interest.
- 3) **Public Discussion:** An opportunity for members of the public to make representations, answer questions and give evidence in respect of any item of business on the agenda, or any matter of interest to the parish. The period of time designated for public participation shall not exceed 15 minutes.

Reminder that members of the public are not allowed to raise issues when the Council is in committee.

Parishioner read his submission dated 15<sup>th</sup> March summarising his January submission and emails since January, with regard to access to and from Bellingate. Parishioner considers there should be an investigation into who has the right of access as the track is known as footpath 6.

Cllr. Smith responded with regard to the track (no one seems to own the track). Only the Square (the Green) is the responsibility of the Council being owned by the parish.

Another parishioner commented that there is a strip of the track that shows no owner listed, on checking the land registry. Parishioners consider there is damage happening to their properties from the use of vehicles/owners using the track to access their properties at Bellingate.

Cllr. Hodder stated that this is a neighbour dispute, confirmed by Cllr. Graham that it is a private matter, not a parish council matter; footpaths are a part of Devon County Council Highways.

Parishioner commented that there is a bank being dug out with stones being thrown over hedges – not stated exactly where from.

Cllr. Smith will pass this information onto District Cllr. White and ask if, when the homes owned by the district council were sold to their tenants, there was a right of access granted.

Cllr. Letch stated that he has gone down every avenue with regard to the ex-council houses and whether they were sold with a right of way to use the track with a vehicle. He has been unable to come up with a definitive answer.

Cllr. Letch will discuss this with Cllr. White.

#### **4) County & District Councillor Reports (for information only)**

County Cllr. Letch confirmed the council tax increase of 87p per week for band D properties, a tax rise of 2.99%

Further budget figures were discussed with the Childrens Services and Adult Health & Care requiring a large increase. Everything was quoted in millions of pounds and the County Council are probably looking a quite a loss in the forthcoming financial year.

Currently there are over 50,000 potholes registered in Devon.

N. Devon health trust and Devon are merging. Note that more than 12,000 people have been waiting for over a year for elective surgery with a similar number waiting for over 2 years. The Locality Fund is being downgraded from £10k to £8k in the coming financial year.

Cllr. Wallace asked about highways as there is a low increase in their budget. As part of the 'Levelling Up' some part of the budget funding should be coming from central Government to local Government.

Cllr. Graham discussed the pothole that took out a parishioner's tyre on an A road, who went through the process of documentation for a claim, only to be told that Highways were not liable. The legal process of claims against Highways is overseen by their own department, no outside department looking at these claims.

Cllr. Johnstone stated the different criteria for potholes, cars only or cycle/pedestrian road. Some are repaired quicker than others.

**5) Minutes** – the minutes of the meeting held on the 18<sup>th</sup> January 2022 were approved and signed by the Chairman as a true record.

**6) Grant application** – grant request from Citizens Advice for £250.00. To agree actions and associated expenditure. Cllr. Hodder requested knowledge of how many people had been helped in the parish – this is not known. Cllr. Smith proposed a grant of £250.00 for this financial year, to be sent together with a request for a report on the spend. Ukraine and support for refugees was briefly mentioned.

**7) NS & I** – to agree actions with regard to the NS & I account currently standing at £1264.17 with one year's interest yet to be added. Clerk to action change of signatories and address.

**8) Highway matters** –

- i. The Green and access – already discussed.
- ii. Access from Bellingate to the village. – already discussed.
- iii. P3 Footpath Co-ordinator and agreement for signing. Resolved to become members of the P3 scheme. Proposed by Cllr. Smith, all agreed by show of hands. Nicky Wallace will be the co-ordinator.

**9) Platinum Jubilee** – To date, there will be a Beacon Bonfire on 2<sup>nd</sup> June at 9.45pm to coincide with national activities. As this is a council activity, a risk assessment will be raised. Food will be available at cost to purchasers/bring your own chair/drinks to this wonderful event. A Bring and Share Lunch will be held on Sunday 5<sup>th</sup> June based at the Village Hall from 12.30pm, again to coincide with national activities. After lunch and subject to weather, activities to include children's sack race/egg and spoon/apple bobbing/possibly a tug of war to finish. Cllr. Hodder and Cllr. Clarke to further report to Council. Updated – all going to plan so far. Cllr. Wallace mentioned the arts council fund that has been applied for, with a decision due by the 1<sup>st</sup> April.

**10) PLANNING** – Mid Devon District Council have asked for comments from the parish council on the following planning applications –

- i. 22/00346/FULL Siting of cabin and shower block for use as holiday let, Woodland at NGR 274700 98186 Common Plantation, Colebrooke.

Cllr. Smith left the meeting.

Council support this application with reference to the MDDC Local Plan DM22 tourism and leisure developments:

- The proposal respects the character and appearance of the location
- The applicants have demonstrated the need is not met by existing nearby provision
- Small scale so little increase in traffic
- An economic driver bringing in tourism so benefitting local businesses
- A sustainable development minimising the environmental impact
- Supporting a farming business thus making it more sustainable to remain on the land
- The application should be limited to holiday lets only

- ii. 22/00492/FULL Erection of extension to agricultural workshop and storage building, Guscotts Farm, Coplestone.  
Council supports this application.

### Decisions

- a) 21/02309/FULL Installation of 54 ground mounted solar panels, Staddons, Colebrooke  
APPROVED
- b) 21/02499/HOUSE + LBC Retention of an extension, Staddons, Colebrooke.  
APPROVED
- c) 21/02561 HOUSE + LBC Alterations to external doors/windows, Staddons, Colebrooke  
APPROVED

### 11) FINANCE

Expenditure	Employment February & March	£459.28	BACs
	PAYE Q4	£166.80	BACs
	Visionict website hosting & support to 2023	£150.00	BACs
	Clerk's Expenses Q4	£145.80	BACs
	SLCC Share of training seminar May 2022	£81.00	BACs
	Citizens Advice Grant	£250.00	BACs
Income	Locality budget towards footpath	£500.00	
	Deposit account interest to 31 <sup>st</sup> Dec	£00.54	

Bank statement and Reconciliation circulated to all councillors prior to this meeting.

Council resolved to accept the accounts as presented. Proposed by Cllr. Smith, all agreed by show of hands.

- 12) Play Area** – to consider the annual inspection report on the play area. The biggest item on the annual inspection report is the lack of disabled access to the play area. Cllr. Graham suggested this is noted and to see if there are any grants available to create a suitable access.

Cllr. Smith has met with Council's grass contractor – agreed leave the Triangle long and about an 8' border around the pitch in the play area to encourage wild flowers. The contractor will scratch in some wildflower seed for these areas. This was agreed by all present.

- 13) Asset Register** – to check and resolve to agree the updated register. Resolved and agreed with two alterations.

- 14) Risk Assessments** – to check and resolve to agree both the Council and the Open Spaces risk assessments currently in place. Resolved and agreed subject to the following additions:  
to note that an external hard drive is now being used for saving Council business on the computer

as well as being automatically saved in 'the cloud' whenever the computer is switched on.  
The play equipment to be added as a specific item on the Open Spaces risk assessment.

**15) Noticeboard outside Village Hall** – to consider replacing this noticeboard. To agree actions and associated expenditure. Clerk to circulate styles and prices to Council.

**16) Plan Mid Devon Consultation** - Cllr. Hodder considers all comments should be made by individuals on this consultation.

## **PART II**

Council are excluding members of the public and the press to progress a matter of a confidential nature. Public Bodies (Admissions to Meetings Act) 1960.  
Local Government Act 1972, ss 100 and 102.

**17) Annual review of Clerk's salary and pay grade** – for discussion. Council resolved to agree the review as submitted. Proposed by Cllr. Smith, all agreed.

### **18) Clerk's Report (for information only)**

- a. Confirmation has been sent to the Play Inspection Company on our rolling repeat order for them to carry out the next inspection as required of the playground and equipment – cost £100.00. Noted.
- b. Clerk's request to attend the SLCC training seminar to be held in Exeter, 25<sup>th</sup> May, shared cost with Bampton Town Council @ £67.50 + VAT. Agreed.
- c. Holiday request, 18<sup>th</sup> July to 5<sup>th</sup> August inclusive. No clerk in attendance for the July meeting on the 19<sup>th</sup>. Agreed.

### **Items for information**

Cllr. Hodder suggested that some of the remaining Network Rail monies should go towards improvements to the Glade in Penstone, namely a roof over the decking. The last of Cllr. Letch's locality funds for this financial year of £300 will be applied for by the Clerk.

Meeting closed at 8.45pm

Signed.....

Date.....

**Date of next meeting - 17<sup>th</sup> May 2022 at 7pm. This will be the Annual Council Meeting where a Chairman is elected for the year.**

### **Email communications since the last meeting**

DALC Newsletter 7 (sent 04/02)

Devon Climate Emergency News (sent 04/02)

DALC Newsletter 8 (sent 11/02)

NALC Chief Executive's Bulletin (sent 15/02)

DALC Newsletter 10 (sent 18/02)

DALC Newsletter 14 (sent 15/03)