

KILMINGTON PARISH COUNCIL**MINUTES OF THE MEETING HELD AT 7.30 p.m. ON 28th JUNE 2011.****IN THE PAVILION, WHITFORD ROAD.**

1. **PRESENT** : Cllr. M. Collier (Chairman), Cllr. C.H. Bolton (Vice-Chairman), Cllr. S.A. Huscroft, Cllr. S.J. Newbery, Cllr. R. I. Penzer, Cllr. R.A.L. Tattershall, Cllr. B.J. Trott, the Clerk, Cty. Cllr. Moulding, Dist Cllr. Chubb, P.C.S.O. Jones and 2 members of the public were present.

2. **APOLOGIES** : Cllr. S.R. Hodges and Cllr. D.A. Vickers had tendered their apologies.

3. **MINUTES OF PREVIOUS MEETING** : the minutes of the meeting held on 17th May 2011 had been circulated to all Councillors. Cllr, Huscroft, seconded by Cllr. Newbery, proposed that they be approved. Agreed.

4. **POLICE REPORT**: Cllr. Collier proposed that P.C.S.O. Jones be allowed to speak at this point rather than wait until public Forum. Agreed. P.C.S.O. Jones said that there had been two crimes since the last meeting, one involving theft of a secured trailer.

5. **MATTERS ARISING**: referring to the item relating to acoustic problems in the Pavilion, Cllr. Bolton asked what progress had been made. There ensuing discussion revealed that the acoustic panelling which had been provided in the Village Hall had been installed by Cllr. Penzer and that he had some details of the materials used. It was not known whether or not the acoustic tiling had been applied in accordance with directions supplied by an expert in acoustics but the results were considered to have resolved the problems which were being experienced. Cllr. Penzer agreed to find out what the present cost of the materials was and will liaise with Mr. Quincey regarding the acoustic problem.

6. **MATTERS OF URGENCY**: None.

7. **FINANCIAL MATTERS**:

a) Current Financial Position:

The Clerk reported that the bank account stood as follows:

BANK RECONCILIATION	
24/06/2011	
Bank Statement 21 31/05/2011	7595.70
(Unpresented cheques)	-1348.29
(Post Date Payments)	-905.19
	5342.22
Post Date Receipts	1555.42
Total	6897.64

This was broken down:

ACCOUNT SUMMARY	
P3 Balance	951.78
Parish Business Balance	5945.86
	0.00
Total	6897.64

The National Savings Account stood at:

NATIONAL SAVINGS ACCOUNT	
	£
Balance at 01/04/2011	88380.23
Transfer to Lloyds Ac.	0.00
Interest 10	0.00
Present Balance	88380.23

The Alliance and Leicester Account (now Santander) balance was:

A&L ACC	£
01/04/2011	1063.15
Interest	0.53
Transfer	0
Total	1063.68

b) Requests for Financial Assistance: the Clerk said that a request for funding had been received from Axe Valley Ring and Ride. Any donation would be made under Section 137 powers. Cllr. Bolton proposed that £250 be donated. Agreed.

Referring to the advice received from Devon Association of Local Councils in respect of the proposed donation to the school, Cllr. Penzer, seconded by Cllr. Trott, proposed that a donation of £1881 be made from the Capital Reserves under Section 137 powers. Agreed.

c) Intervening Payments to Approve: None.

CHQ NO.	PARISH BUSINESS	Sum	V.A.T	Goods
	Payee	£	£	£
1382	Devon Assoc. Local Councils	173.24	22.24	151.00
1383	Play Safety Ltd. (R.O.S.P.A. Inspection)	75.60	12.60	63.00
1384	Broker Network Ltd. (Insurance Premium)	488.52	0.00	488.52
1385	R.G. Landscaping (May)	333.60	55.60	278.00
1386	Simon Williams (Allot. Shed Repairs)	182.00	0.00	182.00
1387	Kilminster Parochial Church Council (Donation)	300.00	0.00	300.00
1388	Axe Skip Hire (Apr/May)	72.00	12.00	60.00
1389	Axminster Printing Co. Ltd.(Apr +VDS)	<u>17.59</u>	<u>2.93</u>	<u>14.66</u>
	Total	<u>1642.55</u>	<u>105.37</u>	<u>1537.18</u>

Cllr. Penzer, seconded by Cllr. Huscroft proposed that these payments be authorised. Agreed.

d) Payments to be Approved:

CHQ NO	PARISH BUSINESS	Sum	V.A.T	Goods
	Payee	£	£	£
1390	Hitchcock Trust (Insurance 10-11)	106.85	0.00	106.85
1391	E.D.F. Energy 1 Ltd.(Allotment Pump elec)	20.93	0.99	19.94
1392	H.M.R.C.	67.80	0.00	67.80
1393	B. Woodsford	219.45	0.00	219.45
1394	H. Kirkcaldie	52.03	0.00	52.03
1395	Axe Valley Ring and Ride (s137 1011)	250.00	0.00	250.00
1396	Kilminster Primary School (S137)	<u>1881.00</u>	<u>0.00</u>	<u>1881.00</u>
	Total	<u>2598.06</u>	<u>0.99</u>	<u>2597.07</u>

Cllr. Newbery, seconded by Cllr. Huscroft, proposed that these payments be approved. Agreed.

e) Forthcoming Expenditure to Approve: the Clerk said that among the costs due to be paid before the next meeting would be grass cutting, skip hire and stationery and the prize money for the Best Kept Allotment Competition.

f) Review of Insurance and Risk Assessment: following discussion it was agreed that while the asset value in the Audit Return should reflect the replacement value of the asset on a new for old basis that not all assets would be insured on an all risks basis as the cost of such cover was prohibitive in relation to the risk.

Disappointment was expressed that Devon County Council seemed intransigent as to its willingness to service grit bins other than their own approved model. Cty. Cllr. Moulding pointed out that several parishes bought salt grit from D.C.C. to replenish their own bins. The Clerk will obtain costings.

g) Annual Accounts and Audit – the Clerk went through the receipts and payments account and the Audit Form and supporting narrative account.

Cllr. Bolton, seconded by Cllr. Huscroft proposed that the Statement of Accounts be approved. Agreed.

Cllr. Huscroft, seconded by Cllr. Penzer proposed that the Statement of Assurance be approved with all returns be made in the affirmative apart from that relating to the Trust Funds about which the Vice Chairman was still in correspondence with the Charity Commission. Agreed.

h) Bank Mandate – Cllr. Collier proposed that this be updated so that all Councillors are signatories on the Current Account. Agreed.

8. OPEN FORUM: Mr. Martell produced historic documentation from an old conveyance in support of the track from Breach to the woods being called Soggy Lane rather than Boggy Lane. The Village Design Statement will be altered accordingly.

9. PLANNING MATTERS: a) Current Applications

11/1111/FUL

Hills Farm, Whitford Road, Kilminster, Axminster, Devon. EX13

Retention of Games/Recreation Building and External Terrace (Revision to 10/0547/FUL)

SUPPORT

11/1175/LBC

Hills Farm, Whitford Road, Kilminster, Axminster, Devon. EX13 7NS

Conversion of single holiday accommodation unit to two units including internal alterations.

SUPPORT

11/1177/FUL

Hills Farm, Whitford Road, Kilminster, Axminster, Devon. EX13 7NS

Subdivision of single holiday letting unit to create two letting units.

SUPPORT

11/1295/FUL

Dulcis Farm, Kilminster, Axminster, Devon. EX13 7HD

Construction of stables and tractor sheds buildings

SUPPORT

11/1165/FUL

Clifthorne Farm, Kilminster, Axminster, Devon. EX13 7HD

Construction of conservatory and new window openings.

SUPPORT

b) Decisions

APPROVALS

CLLR. BOLTON DECLARED A PREJUDICIAL INTEREST IN RESPECT OF THE FOLLOWING ITEM.

11/615/LBC

The Old Inn, Kilminster, Axminster, Devon. EX13 RB

Alterations to skittle alley building to form access to adjacent site.

APPROVALS

11/0729/COU

Studhayes Barn, Kilminster, Axminster, Devon. EX137DR

Change of use of agricultural building to holiday let.

11/0731/LBC

Studhayes Barn, Kilminster, Axminster, Devon. EX137DR

Alterations to agricultural building to enable change of use to holiday let.

REFUSALS

CLLR. NEWBERY DECLARED A PREJUDICIAL INTEREST IN RESPECT OF THE FOLLOWING ITEM.

11/0199/FUL

Land south of A35 Gammons Hill, Kilmington.
Construction of church building and associated works

APPEAL UPHELD

11/0265/FUL

2, Lynhayes, The Hill, Kilmington, Axminster, Devon. EX13 7SR
Construction of single storey pitched roof extension with dormer windows

c) Correspondence – the following items were noted

03/06/2011 E.D.D.C. – Agenda for Development Management Cttee Meeting 14th June.

Copy Letter Others to E.D.D.C.

18/05/2011 C.N. Burton – re 11/0199/FUL

Copy Letter E.D.D.C. to Others

06/06/2011 Mr. Littley – re various matters at Hills Farm.

10. HIGHWAY MATTERS: a) Response to Matters Reported – Cllr. Newbery reported that overgrown vegetation had been trimmed back, potholes on The Street had been in-filled and work carried out to enlarge the culvert and repair the manhole on The Common.

b) Matters to Report – there are problems with water running off Well Mead, opposite The New Inn. However, that road has never been adopted.

Cllr. Hodges will be asked to trim the banks of the stream by The Street near Brookside Close and by Mr. Broom's House. The poor condition of the tarmac on The Street is causing problems for cyclists. A request will be made that No Parking signs are placed in the passing places in George Lane as sometimes these are occupied by parked cars. Cllr. Penzer was uncertain whether the status of these as passing areas was dependent on the presence or absence of white lines.

Cllr. Penzer expressed appreciation that Cllr. Vickers had achieved action from Connect (BB-SWHjv) in respect of the historic milestone on the A35

c) A35 – the Clerk had contacted Connect regarding the flashing sign and been told that someone would attend to it but felt said that she felt that it was still not operating correctly.

d) 20 M.P.H. Speed Limit – Cty. Cllr. Moulding had spoken to Mr. Downs at Devon County Council regarding progressing this. The Parish Council would be expected to provide some funding towards this.

14. MAINTENANCE: a) Bus Shelters – nothing to report.

b) Play Area – Simon Williams will be asked to carry out the work needed.

c) Trees – Cllr. Penzer reported that one section of footpath across The Green had been lifted by tree roots. The Chairman asked him to undertake the necessary repair.

15. ALLOTMENT MATTERS: nothing to report.

16. AFFORDABLE HOUSING: Cllr. Collier had been in touch with the Community Council of Devon who had advised that the best policy would be to continue in negotiations with Hastoe Housing Association. All affordable housing providers are going through the same difficulties and there would be no advantage in changing at this time. The Clerk will confirm to Dist. Cllr. Key that he would be welcome to come to the September meeting of the Parish Council to discuss affordable housing issues.

17. PARISH PATHS PARTNERSHIP; progress is being made with the proposed map of footpaths.

a) Areas in Need of Upgrading/Maintenance – none were reported.

b) Encampment on Roman Road – Cllr. Chubb reported that another caravan appears to have arrived on the scene. Councillors expressed their frustration that many of those on the site had been in continuous occupation for nearly three years yet continued to benefit from being described as Travellers. Concerns

were expressed regarding the presence of what is in effect a static home and the presence of an electric cable across the road.

18. PARISH PLAN AND VILLAGE DESIGN STATEMENT:

a) Progress With Implementation of Parish Plan Objectives: - a letter had been sent in support of the proposed footpath map.

b) Village Design Statement: Cllr. Newbery said that some residents were concerned that the Parish Council would pass this without sufficient scrutiny and consultation.

Councillors expressed their appreciation for the immense amount of work undertaken by Mr. Ingles and his working group. Cllr. Bolton said that the document was not mandatory. Dist. Cllr. Chubb said that it provided useful reference information for new officers in the planning department. Cllr. Penzer said that all the required stages of consultation had been carried out but that people had not always been prepared to participate. Cllr. Newbery said that it would form supplementary planning guidance.

Cllr. Penzer, seconded by Cllr. Huscroft proposed that the Village Design Statement be approved and supported by the Parish Council. Agreed. The Clerk will liaise with Cllr. Vickers regarding passing of the document to the District Council for approval. Cllr. Penzer said that it represented a snapshot of the village at a particular point in time. It will be put on the village website. He said that such documents are invaluable for architects and estate agents.

Following the information supplied by Mr. Martell the order of Soggy/Boggy Lane will be altered accordingly.

19. THE COMMON: there was nothing to report.

20. COMMEMORATION OF H.M. QUEEN'S DIAMOND JUBILEE: A public meeting will be arranged for early September and advertised on the website and in postscript.

21. PERIODIC REVIEW OF POLLING PLACES: in response to a request from East Devon District Council for comments regarding the suitability of the Village Hall as a polling station, Cllr. Newbery, seconded by Cllr. Penzer, proposed that they should be advised that there were no problems with this venue.

22. CORRESPONDENCE: newsletters and magazines received, such as Devon In Touch, were put into circulation.

Signed Date