

KILMINGTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MONTHLY ORDINARY MEETING ON MONDAY 29th NOVEMBER 2021 AT 7.30PM IN THE VILLAGE HALL

Present: Cllrs B. Trott (Chair), M. Collier, S. Huscroft,
J. Mear, S. Seward

In Attendance: A Jenkins (Clerk/RFO)

Members of Public: 0

The Chair welcomed everyone to the Council meeting and outlined / reminded everyone of the Covid-19 measures which had been adopted for Council meetings.

OPEN SESSION

No matters raised

COUNCIL BUSINESS

1. Apologies

Cllr. A. Dare, Cllr. Ball, DCC/EDDC Cllr. Chubb

2. Declarations of Interest

Cllr. Trott and Cllr. Mear declared an interest in Item 10a.

3. Minutes of the Meeting held on 25th October 2021

The Clerk said that an error had been made on item 17 of the draft minutes. The 2022 meetings would be on the Monday and not Wednesday as shown on the draft.

The minutes were otherwise declared a true record of the proceedings, proposed by Cllr. Seward seconded by Cllr. Huscroft, all in favour.

4. Matters arising from the Minutes

Cllr. Huscroft proposed, seconded by Cllr. Mear that in future Cllr. Seward and Cllr. Ball deal with A35 matters.

Reports:

a) Police

No report received

b) District and County Councillors

Cllr. Chubb had advised that EDDC still had the highest recycling rate amongst the district councils in Devon at 60%

He had sent a DCC report which advised that adverse weather conditions have taken their toll on Devon Highways in recent and locally the Whimble & Blackdown Division is no exception ranging from serious flooding to road surface damage etc.

He had recently met with the Head of DCC Highways Meg Booth to discuss more efficient ways of working, including updating the 'Doing What Matters' programme with Parish and Town Councils.

The Highways teams at DCC are stretched to the limit with finite financial and human resources; with the cost of raw materials rising exponentially it is clear that there will be even more efforts to make sure tax payers get best value for the council tax money. White/Yellow lining schemes have been delayed for a variety of reasons, but another contractor that has now been brought in and they are 'eating in' to the backlog of jobs in Whimple & Blackdown very quickly!

DCC had produced an updated bus strategy where a trigger of 500 people living in a rural community will generate at least 4 services serving, which in the case of many villages will enable a better service. He also reported that DCC has unveiled plans to give several of its key buildings a low-carbon, Green makeover have been unveiled with the £3.3 million 'retrofit' scheme which covers buildings in Exeter, Barnstaple, Tavistock and Honiton, and will cut carbon emissions and reduce energy use.

He had also given an update report on the Covid vaccination situation in Devon but the DCC website should be referred to for the most up to date information.

c) Clerk

Nothing to report

d) Kilmington Neighbourhood Support Group

Nothing to report

e) Neighbourhood Plan

Cllr. Seward advised that the final work was being done on the Plan and that the Kilmington Neighbourhood Plan (KNP) Team were due to meet on the 7th December 2021 to review the Regulation 14 Consultation Responses Table and revised draft of The Kilmington Neighbourhood Plan (KNP); discuss and agree any suggested changes; approve The Plan for submission to the Parish Council for their approval.

Cllr. Seward asked for the Clerk to arrange an extraordinary meeting in December to receive the final plan and to consider approving it for submission to EDDC. The Clerk to arrange the meeting for the 13th December 2021.

The Planning Consultant would be preparing the necessary formal documentation and would then forward to the Council his invoice for the work involved.

f) Highways Matters

1) Highways Parish and Town Council Conference 2021

Cllr. Mear and Cllr. Ball had both attended a number of the virtual workshops which were very informative.

2) Water running down Silver Street from the end of Springhead Lane

Cllr. Huscroft reported that she had received another complaint from a resident about this continuing problem. She had advised the resident to register the complaint with Highways as they were the relevant body.

g) Trees

1) Damage to Car

The Clerk reported that a written claim had been received from the resident and that this together with the estimate of repair had been submitted to the Council's insurers. The Insurers would contact and deal directly with the resident.

2) Deadwooding Works on Roman Road

The clerk reported that he had received a hazardousness notice from Devon Highways in relation to deadwood on the same Ash tree. He had contacted John Parry of Treeline Arboriculture and asked him to inspect and quote for removal of the deadwood from the Ash tree and to also quote for the removal of deadwood from the trees on the Common that overhang the Roman Road. He had subsequently received a written quotation from Treeline for 3 separate works, as follows. Deadwooding the Ash Tree - £235.00, Deadwooding the trees overhanging the Roman Road from the postbox to Public Byway sign opposite Romany- £245.00 and deadwooding the trees overhanging the Roman Road from the Public Byway sign opposite Romany to the top entrance of the common opposite Summer Wind- £575.00. Total £1,055.00.

The Clerk said that in view of the urgency in dealing with any further potential hazards from the deadwood on these trees, he had spoken to the Chair and Cllr. Jones who both agreed that Treeline be immediately authorized to carry out the tree surgery on all the trees at the quoted price of £1,055.00. Instruction to proceed with the works had been issued and the works were scheduled to be carried out on the 13th and 14th December 2021. Cllr. Collier proposed ratifying the instructions to proceed with the works, seconded by Cllr. Seward, all in favour.

3) Arboricultural Assessment Resurvey

The Clerk advised that the survey which was undertaken in August 2020 was effective for two years and that a resurvey should be carried out before August 2022. The surveyor had stated that the resurvey should be a winter survey and the Clerk together with Cllr. Jones recommended that the Council have a resurvey carried out in January/February 2022. The Hitchcock Trust had confirmed to the Clerk that they are in agreement with this course of action, be part of the resurvey and would contribute to the costs as previously.

Cllr. Trott proposed, seconded by Cllr. Collier that the Council proceed with the resurvey as recommended. All in Favour. Before proceeding, Cllr. Collier to firstly speak to the Trustees of the Kilmington Playing Fields for their confirmation that they wish to be part of the resurvey and will contribute to the costs as previously.

4) Tree Management Plan

The Clerk strongly recommended to the Council that in addition to the resurvey the Council should draft and adopt an effective and proactive tree management plan with an annual budget. Item to be discussed at the next meeting.

5) Tree planting Initiatives

Cllr. Seward that this should be part of any Tree Management Plan.

6) Kilmington Common Management

The Clerk said that Cllr. Ball had received suggestions from the adviser to East Devon AONB as to how the Common (which they state is a rare “lowland heathland”) should be managed to keep it healthy and improve it’s bio diversity particularly in relation to the lobelia project.

Cllr. Seward said that this matter should be discussed at the same time as the Tree Management Plan.

h)

i) Footpaths Report

1) Temporary Closure of “Isle of Man Footbridge”

The Clerk had circulated the temporary closure notice to Councillors. He advised that a permanent closure notice is likely to be issued as apparently a new footbridge will have to be constructed.

j) Any Other Reports

1) Damage to Car Park wall

The Clerk advised that the stone entrance walls had been damaged by an unknown vehicle. A quotation of £100 for the remedial repair works had been received from a stonemason. Cllr. Trott proposed, seconded by Cllr. Collier that the quote be accepted and the stonemason be instructed to proceed with the repairs.

6. To consider any matters pertaining to Coronavirus and Kilmington Parish

No matters raised

7. Correspondence

Cllr. Ball had received correspondence from a resident asking if the Parish Council could provide more allotments. The Clerk said that the existing allotments was full and that there was presently six persons on the waiting list for an allotment. Some of those persons had been on the waiting list for a few years and allotments became available very infrequently. He said that there was a need for more allotments but there was no room on the existing allotment site for any additional allotments. The need could only be fulfilled by setting up a new additional allotment site but this could only be achieved if the Council were able to rent some land for this purpose. Agreed that the Council explore the possibility of renting some suitable land.

The Clerk advised that he had received correspondence from the External Auditors relating to an outstanding unpaid invoice. On contacting them he discovered that it was in respect of an invoice for £240.00 for their fees which had been posted to the Council on the 26th September together with their External auditor’s report. As this had never been received, the Clerk had requested copy documentation and read out to Councillors the external report and certificate. The report drew the Council’s attention to the following matters:-

The smaller authority should ensure that it has regard to the level of reserves held when considering future precept requests.

The smaller authority has not provided:

- an adequate explanation for the variance between the prior and current year values in Box 2 of Section 2

Date of approval for Section 2 was incorrectly entered as 06/05/2020 on the AGAR. The correct date was 06/05/2021. The smaller authority should ensure the correct dates are entered in the future.

Cllr. Collier proposed acceptance of the External auditor’s report and payment of the invoice for £240.00, seconded by Cllr. Seward, all in favour.

The Clerk had circulated details received of the DCC new “Made In Devon” buy-local business support scheme.

The Clerk said that he was considering adding to the website a section re public services so that Police newsletters and the like could be included.

8. Finance

a) Current Financial Position

The Clerk reported that:-

Lloyds Account Bank Statement Balance as at 29-10-2021 was	£17,034.47
Uncleared Cheques	£ 1,968.51
Present Balance	£15,065.96

The above balance does not include payments of £353.60 to be approved (Agenda 29-11-2021 Item8b)

NSI Account as at 01-04-2021 £45,545.78

Santander Account £ 1,095.66

b) Expenditure to be approved for which bills have been received

1) Payment of £261.20 to A. Jenkins for the Clerk's salary for the month of October 2021

2) Payment of £92.40 to HMRC

The Clerk advised that it had been necessary earlier in the day to order another printer cartridge and asked that the following payment also be approved:-

Payment of £27.43 to A Jenkins for reimbursement for purchase of printer cartridge

Payments proposed by Cllr. Huscroft, seconded by Cllr. Mear, all in favour

c) Grant Application from TRIP

Cllr. Trott proposed that the Council make a donation of £250.00 to TRIP, seconded by Cllr. Huscroft, all in favour.

d) Budget & Precept

Item to be discussed at the January meeting.

10. Planning Applications:

Cllr Trott and Cllr. Mear left the room at this point due to the declared interest in Item 10a. Cllr. Collier took over as Chair for Item 10a.

a) 21/2852/FUL -Romany Roman Road Kilmington Axminster EX13 7RZ

Proposed single storey rear and side storey link extensions

Proposed by Cllr. Huscroft, seconded by Cllr. Seward that the Council had no objection to this application. All in favour

Cllr. Trott and Cllr. Mear returned to the room.

b) 21/2560/TCA - Farrants Whitford Road Kilmington Axminster EX13 7RG

T1, Cham. Lawsoniana : Fell, T2, Cham. Lawsoniana : Fell T3, Cham.

Lawsoniana : Fell T4, Cham. Lawsoniana : Fell T5, Cham. Lawsoniana :

Fell T6, Parrotia Persica : reduce by 1.5 m to 2.0m from the building face.

Proposed by Cllr. Mear, seconded by Cllr. Collier that the Council had no objection to this application. All in favour

c) 21/3017/FUL - 2 Eastleigh Close Kilmington Axminster EX13 7QZ

Side extension of roof space above garage to include a rear dormer, 2 front velux rooflights and rear double-glazed windows.

Proposed by Cllr. Trott, seconded by Cllr. Seward that the Council had no objection to this application. All in favour

11. Queen's Platinum Jubilee 20

Councillors thought that a small sub committee of volunteers should be formed to formulate ideas and plans for celebrating the Jubilee. Cllr. Seward to put an appeal for volunteers and ideas in the Postscript.

12. Devon Climate Assembly Report

Cllr. Collier proposed, seconded by Cllr. Huscroft that Kilmington Parish Council endorse and sign the Devon Climate Declaration. All in favour.

The Clerk said that as Climate Change was now an important and relevant issue with everyone, that he would look at putting the Devon Climate Emergency newsletters on the website.

13. The Climate & Ecological Emergency Bill

Deferred to the January Meeting.

14. Kilmington Playing Fields – Request for a Public Spaces Protection Order

Cllr. Collier and Cllr Huscroft said the Trustees were due to further discuss the matter.

15. Operation London Bridge

Deferred to the January meeting.

19. Agenda Items for Next Meeting

Kilmington Neighbourhood Plan- a) To receive a presentation of the final proposed Neighbourhood Plan b) b) To consider approval of the Plan and for the Neighbourhood Plan documentation to be submitted to East Devon District Council for adoption

20. Date and Time of Next Meeting

Extraordinary Meeting on the 13th December 2021 – date to be confirmed.

The meeting closed at 9.20pm

Signed ***B. Trott***

Date ***10/01/2022***