

KILMINGTON PARISH COUNCIL

MINUTES OF THE REMOTELY HELD PARISH COUNCIL ORDINARY MEETING ON TUESDAY 9th FEBRUARY 2021 AT 7.30PM

via Zoom platform as per legislation contained within section 79 of the Coronavirus Act 2020

Present: Cllrs B. Trott (Chair), M. Collier, S. Huscroft, J. Mear
S. Seward, P. Ball, E. Styles, A. Dare, M. Jones

In Attendance: A Jenkins (Clerk/RFO), DCC/EDDC Cllr. I. Chubb

Members of Public: 2

Chair welcomed all Councillors, to the Council's Zoom virtual remote meeting, made necessary by the current Covid-19 situation which requires social distancing measures. He advised Councillors that the meeting is being audio recorded but that the audio recording will be deleted once the minutes are approved at the next meeting.

OPEN SESSION

Mr E. Dayment spoke about his concerns about the draft Neighbourhood Plan in relation to his Gapemouth Corner plot of land and the effects of the proposed Plan on his use and future plans for the site. He asked Council for a meeting in order to discuss his concerns. Cllr. Ball said that the closing date for responses to the draft plan was the 28th February and that the Neighbourhood Plan Team would then consider all responses received including the one received from Mr Dayment's agent. Cllr. Ball said that a meeting of the Team with Mr Dayment could be arranged once all the responses had been considered.

Mr John Watts gave a brief update about the Community Cinema Project but was prepared to give a more detailed report and answer any questions when the matter was discussed under Item 8d

COUNCIL BUSINESS

1. **Apologies**

None

2. **Declarations of Interest**

Cllr. Huscroft in Item 8d

Cllrs. Trott, Collier, Seward & Dare in Item 9a

3. a) **Minutes of the Meeting held on 12th January 2021**

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

4. **a) Matters Arising from the Minutes**

The Clerk reported that with respect to the Section 106 monies EDDC had recommended that this matter to be left until the Kilmington Neighbourhood Plan had been adopted by EDDC. This would simplify the procedures to be followed in consideration and deciding how the monies could be spent.

5. **Reports**

a) **Police**

The Clerk advised that he had not received a police report.

b) **District and County Councillors:**

Cllr. Chubb advised that he would forward an update on the Covid 19 situation in East Devon.

c) **Clerk**

The Clerk recommended that Councillors visit the Offwell Village new website which had also been designed by M. Lawson and just made live. The website included some new features such as Public Access digital and aerial interactive / zoomable maps and details off all planning applications made within the Parish from 2017 to date with direct viewing links for each. The Clerk would be working to include these and some other new features on the Kilmington website. He also recommended that the Home page be reviewed so that all the detailed Coronavirus information and links are on a sub page accessed from a simple Coronavirus tab on the Home Page. He also proposed to include information on the Defibrillators and their locations on the website.

d) **Kilmington Neighbourhood Support Group**

Cllr. Huscroft reported that requests for prescription collections / delivery had increased.

Cllr. Ball advised that shopping collections was still being provided for some parishioners.

e) **Highways Matters**

Cllr. Mear reported that she was waiting to hear about Bimbom Lane and the drains/gullies at the top of Gore Lane.

Cllr. Styles advised that an update on the A35 from David Vickers had been circulated to all Councillors.

The Clerk advised that he had reported the damaged gate and sheep droppings mess on the Cycle Path to DCC.

f) **Neighbourhood Plan**

Cllr. Ball reported that a few responses had been received so far but that the closing date date for responses is the 28th February 2021.

g) **Any Other Reports**

None

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

Playpark

a) **RoSPA Report, Work required & inspections**

Cllr. Mear advised that everything had been completed except for the timber edging around the rubber matting. Cllr. Jones recommended that this matter be resolved with the damaged timber edging being removed and new turf being laid around and up to the rubber matting. He estimated that this would cost no more than £140.00. Cllr. Trott proposed that Cllr. Jones proceed and do this work, seconded by Cllr. Mear, all in

favour. The matter of the small gaps in the rubber matting could be resolved by sealing with a playground approved sealer but it was thought best to discuss this with the RoSPA Inspector when he carries out his forthcoming inspection in March. The Clerk asked what signage was currently on the playpark. Cllr. Mear said she would photograph it and forward it to the Clerk. She would also draft out a suitable Covid 19 advice sign for users of the playground based on the DCT recommended worded sign that the Clerk had sent her. She would circularise this for approval by Councillors and the Clerk.. The Clerk advised that it would be necessary to complete a written Covid 19 secure risk assessment and a written inspection report form before the Council can reopen the playground.

b) Telephone Box Library

Cllr. Ball advised that the library was still open and there were no issues.

c) Public areas

Nothing to report

d) Allotments

Cllr. Collier confirmed that the electricity meter door had been replaced.

The Clerk advised that there was now 9 persons on the allotment waiting list.

7. Correspondence

The Clerk had forwarded all correspondence on to Councillors.

Cllr. Ball had received facebook correspondence from a parishioner proposing planting wild flowers around the village on the verges and the Common and asking for support and guidance from the Parish Council. Council requested that the parishioner submit in writing full details and locations of her proposed planting scheme in order to consider the matter.

Cllr. Ball to contact her.

8. Finance

a) Current Financial Position

The Clerk reported that the present bank balances were as follows:-

Lloyds Bank Account - £ 7,076.26 after allowing for uncleared cheques

Santander Bank Account - £ 1,095.66

NS&I Account - £50,949.38

(Noted that interest of £411.94 had been earned and added to the account on 01-01-2021)

b) Approval of necessary prior expenditure

1) Payment of £8,580 to M. Jones for the Playground new fencing and gates.

(Cllr. Trott had inspected and confirmed to the Clerk that the work had been completed satisfactorily and that the cheque could be issued).

Payment approval proposed by Cllr. Mear, seconded by Cllr. Huscroft, all in favour

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

1) Payment of £318.72 for the Clerk's salary for the 30th January 2020 to 27th February 2021

- 2) Payment of £14.39 to A Jenkins (Clerk) Reimbursement for ZOOM IT Platform Monthly Charge purchased on Clerk's personal card)
- 3) Payment of £165.00 to Shute Parish Council as 50% contribution to insurance policy renewal for the Arthur Hitchcock Charity

Payment of items 1-3 proposed by Cllr. Dare, seconded by Cllr. Jones, all in favour

Cllr. Huscroft left the meeting at this point and was put in the waiting room due to the declared interest in the following item 8d

**d) 1) Grant application from Kilmington Village Community cinema
Project for the Purchasing of cinema equipment by the Parish Council**

Mr Watts advised that it had been decided that a separate and new Kilmington Village Community Cinema organisation be set up to run and manage the Community Cinema project. The grant application was now from this organisation rather than the Village Hall itself. The organisation would be properly constituted and would work in conjunction and collaboration with the Village Hall, with any profits after running costs going to the Village Hall.

They had received substantial support through the crowd funding scheme and the DCC Locality grant and were now seeking support by the Parish Council purchasing 2 elements of the project equipment, namely the Stage Amplifiers and Speakers. Quotations for the complete project from three different specialist suppliers had been supplied to the Council. The preferred quotation was from RSD Music. The amounts quoted was £2,156.40 inclusive of VAT and £3,247.20 inclusive of VAT for the speakers.

Cllr. Ball proposed that the Council proceed to order these items as soon as possible and at a subsequent date gift the items to Kilmington village Community Cinema following sight of their constitution. Seconded by Cllr. Jones, all in favour. The Clerk asked Mr Watts to confirm with the suppliers that the warranties applying to the items would be transferable and to forward when available a copy of the constitution.

Cllr. Huscroft rejoined the meeting at this point.

Cllr. Trott, Cllr. Collier, Cllr. Seward & Cllr. Dare left the meeting at this point and were put in the waiting room due to the declared interest in the following item 9a

9. Planning applications

a) 21/0217/RES - Birchwood Farm Shute Road Kilmington Axminster

Construction of key agricultural worker's dwelling with associated access and landscaping (approval of reserved matters relating to access, appearance, landscaping, layout and scale following outline permission 19/0530/OUT)

Cllr. Ball acted as Chair for this item. He said that several parishioners had verbally commented that the farming operation seemed to have materially altered since the outline planning permission had been granted and that as such the need for an agricultural workers dwelling should be reassessed. Cllr. Ball said that EDDC had already assessed the need when they granted the outline permission and any parishioners who believe that the need

has demonstrably changed should contact EDDC directly. The current application was only in respect of the reserved matters and that these were what the Council needed to consider and comment on.

Councillors had viewed the application documents online and following discussion, it was proposed by Cllr. Ball, seconded by Cllr. Jones, all in favour that the Council object to the size and design of the proposed new dwelling for a key agricultural worker. The site location is along the north side of Shute Road where the several existing buildings are single storey properties. Together they form a row of similar scale dwellings alongside the road. The existing farmhouse and farm buildings at Birchwood Farm are also single story.

The proposed new dwelling is a two storey house the scale and height of which would not sit well within the character of these existing neighbouring properties.

A smaller single storey dwelling would be acceptable as it would be more appropriate in this location, which is outside the Kilmington BUAB and within the East Devon ANOB .

Cllr. Trott, Cllr. Collier, Cllr. Seward & Cllr. Dare rejoined the meeting at this point.

b) 21/0158/LBC - Kent Cottage Kilmington Axminster EX13 7RW

Replace 4no. windows at ground floor and 3no. windows at first floor on front elevation.
Replace fibre cement slate with natural slate on main roof, outshot, wings and porch.

Councillors had viewed the additional application documents online and following discussion, it was proposed by Cllr. Trott, seconded by Cllr. Ball, all in favour that the Council support this application

10. New East Devon Local Plan

Cllr. Ball proposed that the Parish Council make a response to the new East Devon Local Plan consultation using the Neighbourhood Plan as the basis for the responses.. Councillors agreed. Cllr. Ball to draft a proposed response and circulate to all Councillors for discussion and approval at the next meeting.

11. HELAA 2017 -Review & consideration of Additional Sites

Cllr. Ball said that this was in connection with the new East Devon Local Plan and that the Parish Council had an opportunity to submit additional sites. In order to consider including additional sites it would be necessary to obtain Land Registry information on the sites. Councillors agreed for Cllr. Ball to report back to the next meeting with any proposed additional sites and the required chargeable Land Registry information.

12. Kilmington Village website

The Clerk advised that it was a legal requirement for the website to include a Privacy policy and website accessible statements but that the Parish Council needed to formally adopt the policy/statements before they could be included. The draft documents as per Items 14a, 14b & 14c had been circulated to all Councillors.

13. Adoption of Policies & Statements

- a) Privacy Policy**
- b) Website Accessibility Statement**
- c) Accessible Document Statement**

Cllr. Ball proposed adoption of the policy and two statements, seconded by Cllr. Dare, all in favour.

14. Agenda Items for Next Meeting

New East Devon Local Plan

HELaa 2017 – Review & Consideration of additional Sites

GDPR Policy

Allotments

15. Date and Time of Next Meeting

Zoom meeting - Tuesday 9th March 2021 at 7.30pm

The meeting closed at 9.15pm.

Signed ***B. Trott***

Date ***12th March 2021***