

FENITON PARISH COUNCIL

MINUTES 14th November 2016

Councillors present:- Cllr Martyn Smith (Chairman), Cllr Jayne Blackmore (Vice Chairman) Cllr Christine Gibbins, Cllr John Withrington, Cllr Chris Poole, Cllr Chris James.

Also present:- Bridget Floodgate (Parish Council Clerk), Cllr Susie Bond (EDDC), and 4 members of the public.

1. Questions from the public:- A resident asked the Council why was nothing happening about the trees obstructing the street lights on Wells Avenue. The resident had made complaints for a year and nothing has been done and it was very dangerous. The Council said that DCC had been approached and Cllr Wright was asked to follow up after October's meeting. The Clerk was instructed to e-mail Cllr Wright and Devon County Council. A resident asked for clarity regarding public speaking. The Chairman confirmed in line with Standing Orders, public speaking is only permitted in Item 1. The Chairman did confirm that if a member of the public had crucial information that the Chairman has the discretion to allow the member of public to input.
2. Apologies for absence:- Cllr Claire Wright (DCC).
3. To confirm the Minutes of the Parish Council Meeting held on 10th October 2016: The Chairman asked those present if they approved the minutes that they were a true record, all Councillors were in agreement. The Chairman signed the Minutes.
4. Action points from the last meeting:-
 - Clerk to deliver messages concerning maintenance of the drainage ditch - completed
 - Clerk to report in due course on works re boundary stone and campaign tree – In progress
 - Clerk and Cllr Wright to contact P3 Team at DCC to chase up outstanding works – In progress
 - Clerk instructed to respond to Symonds and Sampson e-mail for EDDC to remove used play equipment - Completed
 - Clerk to write to Parochial Church Council and owner of land adjoining the Lych gate, following provision of drafts by Cllr Withrington – Email received 1st draft letter to be sent by the end of the week.
 - Clerk to proceed with regard to installation/setting of bench in Ely Close - Completed
 - Clerk to email proposed dates for quarterly/finance budget meeting – Still waiting on grass cutting and S137 returns
5. Declarations of Interest or Pecuniary Interest from Members and Officers:- As per those stated on the members' Register of Interests forms.
6. Police Officer's Report:- The Chairman read the report and noted no crimes were committed from 01/10/16 – 01/11/16
7. Flood Alleviation Scheme:- Cllr Bond reported there was no further update since last meeting. The issue was currently with EDDC's Legal Department to find a resolution to the problem of liability for overruns for the under-track section of the scheme.
8. Flood Wardens Report:- Cllr Blackmore updated the meeting that she, Danny Bevan and Bill Knollman had attended the Chapter 8 Training with others from areas affected by flooding. Cllr Blackmore was surprised to find the process of closing a road under regulations was very complicated subject to size of roads etc. They are all successfully qualified and capable of closing the road during flooding. Cllr Blackmore noted that equipment was required Grade 3 safety including hard hats and boots and High vis jackets but also they would require two or more of each signage; Road Ahead Closed, Road Closed and bollards. Diversion signs may also be required or traffic management can be notified during flooding. It was suggested the Council loan the equipment but Cllr Blackmore confirmed DCC only hire the equipment out and collection would be necessary. Wells Avenue closure must also be considered. Cllr Blackmore asked if there was other funding available and the Clerk confirmed Victor Gough DCC had sent over several suggestions and agreed to forward these to FGPg and price up equipment. Cllr Blackmore also suggested storage should be considered.
9. County and District Councillors' Reports:- Cllr Bond reported that EDDC's new HQ was approved at Heath Park, Honiton. The Knowle planning application will probably be on the December Agenda. Cllr Bond was still receiving complaints about the amount of Litter on recycling days. EDDC recommend that residents weigh down the lids on the boxes. They can ring or email EDDC if they need a new box or lid - contact cs@eastdevon.gov.uk or ring 01395 517528. Cllr Bond confirmed once the scheme is rolled out over the whole district new recycling trucks will replace the existing trucks. The Clerk was asked to send this information to the parish magazine.
10. Allotments:- Cllr Blackmore reported that the fencing at the allotments would be installed w/c 21st November. Of those allotment plots warned about their condition, one plot is making progress but not significant enough. The Council discussed the matter and agreed Cllr Blackmore would write again to all the plots identified stating further improvement was necessary.
11. Play area report:- Cllr Gibbins informed the Council that there were mole hills at the QEII although there appeared no visible problems with equipment. Dogs had been reported fouling in the Ely Close play area and she removed two piles of mess. Cllr Gibbins recommended that the dog warning sign be cleaned up and moved onto the gate. She also reported that someone had dumped a chip pan and other house hold waste beside the bin. The Clerk was instructed to report EDDC to have it cleared.

12. Twinning report:- The Chairman confirmed the Council had received a response VH committee and they are applying for S137 for painting costs so we have to wait before anything is put up.
13. WH S106 variation:- Cllr Bond confirmed the issue remained with EDDC's legal department.
14. War memorial:- Cllr Withrington informed he had circulated a report but anticipated a decision on 15th November from the War Memorials Trust on progressing to full application to grant as opposed to going through a preliminary stage. That would trigger a response to the two contractors. A letter was drafted to Feniton Court regarding the trees which may have contributed to the deterioration of the Lych gate. Cllr Withrington would also prepare a draft a letter to the church regarding the lighting.
15. Neighbourhood Plan update:- The Chairman confirmed the NP steering group had met with Martin Parkes Devon Communities who was extremely good, useful and helpful chap and the NP group were positive on the progress. The Chairman continued that with Martin's advice the Council had prepared the draft policies and they had been submitted to EDDC for pre-consultation process to start. Cllr Poole was preparing further documents and the basic conditions statement had been commenced. This important step had now been taken which will determine the pace of the plan to completion. Cllr James asked if there was a program to get to referendum. The Chairman confirmed there was six weeks of consultation with EDDC and including Natural England, EA & Historic England. The draft policies would also be submitted to numerous agencies and landowners for consultation. The full policy document can be prepared once consultation is complete and the policies have had any revisions. Every comment returned on the draft policies must be responded to and they either have to be actioned or ignored therefore the reasons why explained in the final policy so we are looking towards mid 2017 for the referendum. The Chairman continued that Martin Parkes only charged a fee for specific duties and hopefully the Council will not need any further grant money for consultant services.
16. Access Road to car Park:- Cllr James asked if the template contract could be sent to him and he would inspect and decide if it would be usable. Cllr James confirmed the Council already had three possible contractors to quote. The Chairman agreed to forward the document.
17. Landscaping/ditches at WH site:- Cllr Bond updated that the trees were due to go in by 31st December but EDDC were prepared for a delay until end of January 2017 due to the mild conditions, so saplings were not damaged. Cllr Blackmore noted that the hedge had been removed through to Warwick Close. Cllr Bond was unsure why it had been removed early but expected it may have been decided to remove it before the nesting season next year.
18. Attenuation tanks:- Cllr James recommended that as it was likely to take a long time before the tanks will be adopted that the item should be removed from the agenda until further news. The Council were in agreement and instructed the Clerk.
19. Your Future Care consultation on community services:- Cllr Gibbins updated the meeting about the concern about how the NHS is handling our local care. They are 400 million in debt and closing the hospitals in east Devon will save the minimal sum of 5 Million. Losing Honiton Hospital is very bad and drastic. The current issue raised is Rural Proofing which is a document issued by the Government in 2011/2012 saying all schemes which will affect rural living have to be passed according to the conditions in the rural proofing document and according to sources this hasn't been done as part of the consultation program and the Honiton Hospital consultation was not completed. Locally people should fill in the consultation as the hospital with the most local access more so than getting to Seaton and Exmouth, but it would be great if everyone can respond and take time.
20. General Purpose Finance Group:- Cllr Poole delivered the recommendations of the Finance and General purpose group. The Group had prepared a new draft Health & Safety Policy for formal adoption. They also prepared a Disciplinary and Grievance Policy for formal adoption subject to possible change when new guidance is received from NALC in 2017. To confirm current co-option policy meets requirements and should be reviewed annually at the AGM. To confirm Financial Regulations are under review and will be prepared in time for December meeting. The Chairman asked the Council if all were in favour of adoption of the Health and Safety Policy and Disciplinary and Grievance policies, all Councillors were in agreement.
21. Finance:- To authorise November's payments:- All payments were authorised
 1. B Floodgate, Clerks Salary - £399.60 chq 2393
 2. Alex Spry Salary - £101.30 chq 2394
 3. HMRC – PAYE £25.20 chq 2395
 4. Bridget Floodgate Expenses - £81.48 chq 2396
 5. Grant Thornton Audit Fees £240.00 chq 2388 PAID
 6. EDDC Street Scene bench installation £131.63 chq 2389 PAID
 7. South West Water £27.79 chq 2390 PAID
 8. Sonic Fireworks £15.00 chq 2392 PAID
 9. Garden & Countryside 2 half year charge £1,056.00 chq 2397 - Clerk agreed to get revised invoice & check payee.
22. Correspondence:-
 - a) EDDC – Meeting of the parishes and Towns Tuesday 13th December 2016 6pm emailed FPC does not want to send a representative.
 - b) EDDC consultation on charitable collections - The Council has no comment

- c) DCC Temporary traffic Notice TTR01617841 for information
 - d) EDDC Phase 4 Flood Alleviation letter informing of road closure for information
 - e) EDDC Parishes Together reminder emailed 27/10/16 - Last application for February for this year. The ditch by the pumping station was discussed and the Clerk was asked to enquire if the ditch and the area to the old village be cleared again. The Clerk agreed to get the necessary information for application and pass to the Council.
 - f) DCC Community Composting and Recycling Centres Consultation - The Council has no comment
 - g) DCC Connecting Devon and Somerset Broadband update for information.
23. Late entry correspondence:-
- a) EDDC Letter regarding Community Building fund emailed on 11/11/16 circulated by Cllr Bond to the Youth Centre and Village Hall.
 - b) EDDC Spending S106 – for information.
 - c) DCC Chapter 8 Agreement e-mailed 07/11/16 The Chairman confirmed the Council had been passed the Agreement which the PC is required to sign but its relevant to potholing and roadside maintenance which was not the point of doing it. Cllr Poole agreed that the agreement contains nothing the Council wish to use the Chapter 8 for. The Clerk noted that the Councils own liability covered the volunteers. The Council discussed the issue further and agreed that Feniton would not sign the agreement. The Council felt the agreement needed clarification and the Clerk was asked to contact Victor Gough.
 - d) DCC Highways consultation e-mailed 19/10/16 The Council instructed the Clerk to complete.
24. Planning matters:-
- a) 16/2508/FUL 16 Salisbury Close Feniton EX14 3DX - Single storey front extension – The item was discussed and the Council had no objection to the application – Clerk to respond to EDDC
 - b) 16/2649/FUL - 6 Lincoln Close Feniton Honiton EX14 3EQ - Construction of side extension and front porch and formation of vehicular access and off road parking spaces. The Council discussed and agreed they had no objections to the application – Clerk to respond to EDDC
25. Village Handyman's Report:- Nothing to report.
26. Clerks Report:- The Clerk notified the Council that they need to resolve to remove Cllr Ives as a signatory. The Chairman asked the Council to resolve to remove Cllr Ives as a signatory, all Cllrs were in agreement and it was resolved; the authorised signatories in the current mandate, for the accounts detailed in section 2, be replaced in accordance with sections 5 and the current mandate will continue as amended. Clerk to send to NatWest. The Clerk reported all tree trimming had been done. Website information sent on balsam. Dead Animal removed. DCC approved the installation of the Campaign tree; Clerk has started arrangements with the Handyman and Cllr Gibbins.
27. Individual Member responsibilities:- Cllr Poole reported that the parking at the junction in the old village had become particularly dangerous due to vehicles on the corner. He asked the Council if they could consider contacting the PCSO or DCC to raise as a visibility issue as it is a blind corner. The Council discussed and agreed the best way forward was for the Clerk to contact PCSO and ask her to inspect the area.
28. Date of next full Parish Council meeting:- Monday 12th December 2016
- "The Council is advised to RESOLVE that members of the press and public be excluded from the meeting during consideration of the remaining items on the agenda which are confidential and/or commercially sensitive and public disclosure of which would be prejudicial to the public interest."**
- The public and Clerk left the meeting at 9.19pm.
29. Review of employee terms and conditions of service – The Council discussed the review.
- There being no further business the meeting closed at 9:40

Actions:-

- Item 1: Chase Cllr Wright regarding the trees in Wells Avenue & report online and ask for a response by the next meeting.
- Item 8: Chase up funding sources for Flood wardens equipment and email it to FGPg.
- Item 9: Clerk asked to advise the parish magazine contact info regarding recycling and mess left around the village.
- Item 10: Cllr Blackmore to re-write to allotment holders.
- Item 11: Handyman to move the dog warning sign onto the gate at Ely Close and clean it up.
- Item 11: Clerk to report to EDDC Ely close waste bin.
- Item 16: The Chairman to forward the template contract, Cllr James will review.
- Item 27: Clerk to contact PCSO and ask her to inspect the parking around the old village green.
- Item 23d: Clerk to complete the DCC Highways consultation e-mailed 19/10/16.
- Item 24: Clerk to respond to EDDC Planning application 16/2508/FUL
- Item 24: Clerk to respond to EDDC Planning application 16/2649/FUL
- Item 18: Clerk to remove attenuation tanks from Decembers Agenda
- Item 26: Clerk to send Signatory removal form to NatWest.
- Item 22e: Clerk to price up ditching works for [REDACTED]
- Item 22e: Clerk instructed to check if the ditch [REDACTED] ether Fund & Investigate reflective bollards with DCC.
- Item 23c: Clerk to contact victor Gough for cla [REDACTED] 8.