



Doddiscombsleigh Parish Council
Minutes of the Ordinary Meeting held on Thursday 13 January 2022 at
7.30 pm at the Sheldon Centre

Present: Cllr L Turney (Chairman), Cllr H Hanson, Cllr M Moorhouse, Cllr Hole (from agenda item 6) and 2 members of the public

Clerk: A Miller

1 Apologies for Absence

Cllr Sawyer, Cllr Burdge and Cllr Davis sent their apologies.

Resolved The Council unanimously voted to accept the apologies.

District Cllr Purser and Neighbourhood Highways Officer I Pfister also sent their apologies.

2 Declarations of Interest / Requests for Dispensations

All parish councillors declared pecuniary interests in agenda item 10.2 and requested dispensations for this meeting.

Resolved The Council unanimously agreed to give the dispensations on the basis that without the dispensations the number of persons unable to participate in the transaction of business would be so great as to impede the transaction of the business.

3 County and District Councillors' Report

District Cllr Purser's report:

TDC has received £115k to continue the Rough Sleepers initiative and so continue to offer help and support. Currently 5 in Teignbridge all of whom have been approached but do not want to be housed.

Various grant schemes for businesses are now available please see TDC website.

TDC are looking to assess demand for compact homes with potential for low or zero carbon footprint and locally built. Go to TDC website to register an interest.

Local plan consultation runs to 24 January and includes potential renewable energy sites in the Teign Valley, again see website.

Budget survey runs to 25 January, see website, likely to be a £5 increase on a band D property.

20mph speed limit over all of Newton Abbot has been rejected but some support for specific areas ie outside schools and children's nurseries.

TDC still seeking that decisions of virtual meeting are legal, savings in time and costs with having virtual meetings are significant never forgetting health implications as well."

4 Neighbourhood Highways Officer's Report

None.

5 Ratification of Minutes of Previous Meeting

Ordinary Council meeting of 11 November 2021.

Resolved Unanimously accepted as a true record.

6 Councillor Vacancy and Co-option

The Parish Council considered the two candidates who applied for the one existing vacancy.

Resolved The Parish Council decided to co-opt Mr William Hole as parish councillor.

Proposed Cllr Turney Seconded Cllr Hanson All agreed

Mr Hole, who was present at the meeting, signed the Declaration of Acceptance of Office Form and took seat on the Parish Council.

Cllr Hole declared a pecuniary interest in agenda item 10.2 and requested dispensation for this meeting.

Resolved The Council unanimously agreed to give the dispensation.

Cllr Hanson indicated that shortly after the meeting she would resign, because other commitments putting increased pressure on her time.

7 Planning Matters

7.1 To Note Planning Decisions

7.1.1 21/02080/LBC Duckspool Cottage

Existing Concrete Render Over Cob To Be Removed And Replaced With Breathable Lime Render – permission granted

7.1.2 21/02172/HOU Lower Greystones Cottage

Two Storey Extension With Single Storey Rear Section, Replace Existing Thatch Roof With Slate Roof Including New Dormers, Removal Of Stone Buttresses, New Window/Door Openings And Installation Of Solar Panels On Roof – permission granted

7.1.3 21/01790/FUL Mistleigh Copse Cabin

Retention Of Wooden Cabin For Residential Use – permission refused

7.2 To Discuss Planning Applications

21/02368/FUL Land At Ngr 284978 85254

Extend current concrete hardstanding and add retaining wall, creation of an all weather turnout and schooling area and associated works

Resolved The Parish Council decided to make no observations.

Proposed Cllr Hanson Seconded Cllr Turney All agreed

7.3 To Discuss a Consultation Response to the Teignbridge Local Plan Part 3 – Renewable Energy Sites

Resolved The Parish Council decided to make no comments.

Proposed Cllr Turney Seconded Cllr Hanson All agreed

8 To Receive Reports and Updates

8.1 Parish Path Partnership and Footpath Update

Cllr Hanson reported that she was preparing the annual footpath survey form and she would send it to the Clerk soon. The lengthsman is scheduled for hedge cutting on the unclassified road (UCR 301) in January. The surface on Footpath3 Timridge Lane marginally improved when somebody put stones on it.

The Clerk indicated that the Parish Path Partnership forms would be sent to Devon County Council at the beginning of February. If the Parish Council finds an area which needs repair, it can be included in the bid form.

8.2 Highways Update

The lengthsman had done the ordered drain clearing works and his invoice is at item 10.6 to be approved.

Resolved The Parish Council agreed to order further drain clearing at the following areas subject to available funding.

From Duckspool to the bridge on Tick Lane on the left side

From Willhayes Cross towards the village on the left side

Around the bus shelter

Easement from Straithead down to Dent House

Blocked manholes on the road between the Nobody Inn and Great Leigh.

Proposed Cllr Hanson Seconded Cllr Hole All agreed

8.3 Telephone Box Project Update

8.3.1 Ownership

The Clerk reported that the ownership of the telephone box was transferred to the Parish Council on 12 January 2022.

Cllr Hole confirmed that the pay phone was removed from the kiosk and there is no electricity supply there.

8.3.2 Fundraising

Cllr Hole reported that there was a Christmas raffle which raised £360 for the refurbishment of the kiosk. Several residents offered further donations for the works.

Regarding the way of fundraising, the Parish Council considered online fundraising platforms, but decided that other methods could be more efficient in the local community.

Resolved The Parish Council unanimously agreed that there will be a donation box in the pub for cash and cheques and those who wish to donate via bank transfer, can contact Cllr Burdge and Cllr Hole for payment details. The donated cash amount will be paid into the Council's bank account.

County Cllr Jerry Brook indicated in his email that he is happy to support the project but he has not committed to a specific amount yet.

Cllr Hole agreed to contact two companies and ask a quote for the professional refurbishment of the kiosk as a basis for comparison.

8.3.3 Insurance

The Clerk reported that the kiosk was automatically covered by the Council's existing public liability insurance as soon as the ownership was transferred.

If the Council would like to insure the asset against damage, the full replacement value is estimated between £3600-£4000. The insurance company indicated that it would add about £15-£20 to the annual insurance premium depending on the insured value. There is a £100 excess in the case of a damage claim.

Resolved The Parish Council agreed on insuring the telephone box for the value of £4000 once the refurbishment has been completed.

Proposed Cllr Hanson Seconded Cllr Moorhouse All agreed

8.4 Report about the Councillor Advocate Online Engagement

Cllr Hanson attended the online event together with other 8 council representatives from the area. The following concerns were raised with the police.

- Overweight vehicles
- Inconsiderate parking
- Speeding / inappropriate speed – Community Speed Watch was recommended by the police
- Lack of police presence

According to police statistics, our area is the second safest in Teignbridge.

The police will consider the effectiveness of the event and may repeat it later.

9 To Discuss the Replacement of the Office Computer

The office computer became very slow and could not speed up to an acceptable level even after following technical advice found online. According to an advice from a computer repair shop, the problem might be Windows or the hardware. It would cost £70 to reinstall the Windows by a professional. Considering that the laptop was already 4.5 years old, the Parish Council decided not to repair the office laptop.

An option for a replacement mid-range laptop was considered for £529 + a Microsoft Office Home and Student 2021 program for £89.99. The existing Parish Council laptop might be trade in for £50.

Alternative option was to use the Clerk's own laptop for work, setting up a separate user for council business, and increase the clerk's home working allowance which previously had been agreed with the condition that the Parish Council provides an office laptop.

Resolved The Parish Council unanimously agreed to try and use the Clerk's own laptop for council business and increase the Clerk's home working allowance by £100/year. The trial will be reviewed in a year. The Council remains responsible for providing office printer and small office items.

10 Finance

10.1 Report and Bank Reconciliation

The Clerk reported that the bank balance at 31 December 2021 was £5,401.07. Earmarked funds: Community Plan £511, Climate Emergency support £200, Defibrillator £0, Website £200, Office Equipment £200, Maintenance £100 and Election £40. Grants: CIL £1,402.84, Parish Path Partnership fund £461.44 and Highway Maintenance grant £250.

Cllr Hanson reported that she checked the bank reconciliation for 31 December 2021 and it was in order.

Resolved The Council accepted the accounts.

Proposed Cllr Hanson Seconded Cllr Turney All agreed

10.2 Budget and Precept for the 2022/23 Financial Year

The Parish Council discussed the proposed budget and agreed to continue earmarking regular amounts for foreseeable future expenditures.

Resolved The Council accepted the budget with the estimated cost of £5,501 and earmarked the following amounts: Defibrillator £126, Website £400, Bus shelter painting £320, Maintenance £200 and Election £80.

Proposed Cllr Turney Seconded Cllr Hanson All agreed

Resolved The Council set the precept at £6,220 and decided to increase the council tax by £6.99 for a band D property to cover the expected operational costs and the earmarked reserves.

Proposed Cllr Turney Seconded Cllr Hanson All agreed

The budget can be found at the Appendix to these Minutes.

10.3 To Discuss How to Use Up the CIL Fund

The Clerk reported that the District Council confirmed that the bus shelter renovation and the flagpole replacement is acceptable for CIL funding. The CIL fund is £1402.84.

The Council agreed to use the fund for replacing the flagpole at the Triangle.

10.4 To Appoint an Internal Auditor for the 2021/22 Financial Year

Resolved The Council appointed Kate Berry, who did the audit in the previous years, to do the internal audit for the 2021/2022 financial year.

Proposed Cllr Turney Seconded Cllr Hanson All agreed

10.5 To Discuss an Application for the Tidy Teignbridge Local Area Clean Up Fund

The Council discussed the possibility to apply for a grant from the Tidy Teignbridge Fund, but it was agreed that currently there is not a need for it. So far, the Parish Council received the necessary litter pick equipment from the District Council and this practice worked well. If the Parish Council bought equipment it would need to be stored somewhere.

The Council agreed to organize a community litter pick in spring.

10.6 Approval of Expenditure

Venue hire £10.00

Clerk's remuneration £884.62

Drain clearing £175.00

Resolved The Council approved the expenditures.

Proposed Cllr Turney Seconded Cllr Hanson All agreed

11 To Discuss the Condition of the Fir Tree at the Triangle

The Parish Council discussed that the fir tree at the Triangle is in a bad condition and needs some treatment to save it. The suitable fertilizer cost £90+VAT and a contractor would apply it for an additional charge.

Resolved The Parish Council decided to buy the fertilizer for the fir tree and try to ask advice about how volunteers could apply it. If advice cannot be obtained, engage a contractor to carry out the work.

Proposed Cllr Turney Seconded Cllr Hanson All agreed

12 To Discuss the Celebration of the Queen's Platinum Jubilee

Cllr Turney informed the Parish Council that there will be a Fete Committee meeting the following week, where they will discuss the possibility to hold the Fete at the Platinum Jubilee weekend. Cllr Turney will represent the Parish Council at the Fete meeting.

Resolved The Parish Council unanimously agreed to provide public liability insurance for the Village Fete.

13 Clerk's Correspondence

None.

14 Date of Next Meeting

10 March 2022

Open Forum

A member of the public raised the following points.

- Giving a Jubilee mug for schoolchildren. The Parish Council agreed to discuss the item at its next meeting.
- Include more information, e.g., information regarding planning applications, in the Parish Council's Newsletter published in the Magazine. It would be useful for those residents who do not have good internet access. The item will be on the agenda for the next meeting.

15 Chairman's Remarks

The Chairman thanked everyone for their participation.

PART B

The public left the meeting to enable the Parish Council to discuss the following items.

A) Lengthsman quotes

Resolved The Parish Council unanimously agreed that the current contractor, Mr E Fairs will be the lengthsman in the 2022-2024 period.

B) Flag pole quotes

The Council discussed that the flagpole at the Triangle was in a bad condition and it needs to be replaced before the Platinum Jubilee with a low maintenance GRP pole on a hinged base. The CIL Fund can be used for the project.

Resolved The Parish Council unanimously agreed to order the replacement flagpole from the House of Flags, who gave the lowest quote and within the available funding.

C) Clerk's remuneration

There is currently no agreement about the public sector pay from April 2021 and the Clerks' pay falls into this category. Once the pay increase is agreed, it will be valid from April 2021.

Resolved The Council unanimously agreed to temporarily increase the Clerk's pay by 1.5% backdated from April 2021, and when there is an agreement between the government and the unions about the pay increase, the official final pay increase will be applicable and backdated from April 2021.

The Chairman closed the meeting at 10.18 pm.

Signed.....

Chairman

Date

APPENDIX**Budget for 2022/23****Costs**

Clerk's salary with HMRC payment	£3,200
Clerk's mileage	£50
Clerk's home working allowance	£200
HMRC agent (T P Jones)	£70
DALC and SLCC contribution	£150
Information Commissioner	£35
Insurance	£270
Admin, stationery & postage	£80
Hire of venue for meetings	£100
Training	£100
Chairman's Allowance	£300
Contingency for projects	£500
Lengthsman/Road cleaning	£350
Bank account fee	£96
Other	£0
Operational costs	£5,501

Earmarked funds:	£1,126
- Defibrillator pads and battery	£126
- Bus shelter painting in every 3 years	£320
- Website	£400
- Office equipment	£0
- Raised footpath and other maintenance	£200
- Uncontested elections	£80

Bank balance as at 31/12/2021	£5,401
<i>Minus</i>	
Estimated payments until 31/03/2022	£2,055
Estimated balance on 31st Mar 2022	£3,346

Ringfenced amounts from bank balance:	
- Parish Path Partnership Grant	£161
- CIL	£1,403
Estimated balance for earmarking sums and for general reserve on 31/03/2022:	£1,782

Precept calculation:	
Operational costs	£5,501
Total recommended amount of earmarked funds (without Climate Emergency and Community Plan):	£1,126
Minimum required general reserve	£1,375
Total requirement	£8,002
Estimated balance for earmarking sums and for general reserve on 31/03/2022:	£1,782
Precept: Total requirement - estimated balance on 31/3/22	£6,220