



Doddiscombsleigh Parish Council

Draft Minutes of the Ordinary Meeting held on Tuesday 25 April 2023 at 7.30 pm at Woodah Farm

Present: Cllr W Hole (Chairman), Cllr M Moorhouse, Cllr J Sawyer, Cllr R Crocker, Cllr S Burdge and District Councillor S Purser (until item 6.4.)

Clerk: A Miller

1 Welcome and Apologies for Absence

The Chairman welcomed everybody.

2 Declarations of Interest / Requests for Dispensations

There was no declaration of interest as item 5.2.3. could not be discussed at the meeting.

Open Forum

None.

3 County and District Councillors' Report

District Councillor Purser added to his report, previously sent, that the District Council was in a pre-election period and no major decisions were made.

A planning application for a new travellers' site on Haldon had been refused.

There was a Devon County Council's consultation in progress on the future of the mobile library service.

The Planning Department had 2-3 extra staff from a contractor, who worked on non-contentious cases.

4 Ratification of Minutes of Previous Meeting

Resolved The Minutes of the Ordinary Council meeting of 14 March 2023 were unanimously accepted as a true record.

5 Planning Matters

5.1 To Note Planning Decisions

The following decisions were noted.

5.1.1 23/00468/AGR Spanish Lake Cross

Erection of agricultural building for hay and general agricultural storage - prior approval is not required

5.1.2 23/00122/FUL Little Leigh Farm

Erection of a replacement dwelling – permission granted

5.2 To Discuss Planning Applications

5.2.1 23/00381/LBC Shute Cottage

Single storey extension to north elevation, replacement porches, including landscaping and excavation works

Resolved The Council unanimously agreed to support the application.

5.2.2 23/00379/FUL Little Park Farm

Equestrian Menage

Resolved The Council unanimously agreed to send the following comment as a consultation response to the Planning Authority.

The Parish Council was of the opinion that the applicant first should meet condition 4 of the 16/02462/FUL planning permission for a permanent dwelling and remove the temporary accommodation from the site before a new planning permission is granted. The applicant also needs to clarify whether the menage will be used only privately or commercially.

5.2.3 23/00519/FUL Little Leigh Farm

New dwelling to replace dwelling approved under 21/00262/NPA

The application could not be discussed because between publishing the agenda and holding the meeting the documents related to this application were removed from the District Council's website. According to the Planning Authority, the applicant needed to make some changes to the application form. The proposal will be discussed when documents are available to the public.

Cllr Crocker clarified that although the address of this application was the same as the address of her property, it was not part of her farm anymore. The barn, which is the subject of this application, had been sold to a developer.

5.3 To Discuss Other Planning Related Issues regarding the District Council's Communication about the Local Plan

The Parish Council was made aware that a resident received information from the District Council regarding the Local Plan consultation. The Parish Council would like to clarify that the Parish Council had not been consulted about any new proposals between July 2021 (draft local plan) and January 2023 (final version). The Parish Council tried to communicate with the Planning Authority and invited a representative to its meeting in November 2022. The invitation was refused because the Planning Authority was concerned that if they came to the meeting it would create a precedent and they should have to go to other parishes' meetings as well – as it was recorded in the Minutes of 8 November 2022.

6 To Receive Reports and Updates

6.1 To Receive a Highways Update

It was discussed that Devon County Council had not notified local businesses about a coming road closure in April, which was the usual procedure previously.

The safety of horse riders, their animals and car drivers on the small lanes after dark was discussed. Cllr Crocker agreed to explore how road safety for horse riders and other road users could be improved.

6.2 To Receive a Parish Path Partnership and Footpath Update

Cllr Crocker reported that she checked a gate on footpath 6, towards Ashton, after receiving a warning about it, but she found that the gate was functioning properly.

6.3 To Receive an Update about the Bus Shelter

6.3.1 Painting Project

Cllr Moorhouse reported that an employee of Mike Wye had painted the inside of the bus shelter and soon he would finish the project. The bus shelter was full of different boxes and a filing cabinet, and the painter had to work around it.

6.3.2 The Condition of the Big Notice Board

The Chairman agreed to check whether the lock of the big notice board in the bus shelter can be repaired.

6.4 To Receive an Update about the Triangle

Following the Parish Council's question in the Teign Valley Magazine and on the website, the following suggestions arrived so far for the future of the Triangle:

Wildflower meadow

A small tree

Three small trees

Sensory garden

The Neighbourhood Highways Officer sent a list of trees that are acceptable for Highways – any other planting schemes needs to be agreed with Highways. There is a licence application to fill in before the works can start.

The item will be further discussed at the Annual Parish Meeting.

6.5 To Receive an Update about Hedgehog Sightings

Following the Parish Council's question in the Teign Valley Magazine, the Parish Council was informed about two sightings of hedgehogs in the village. Both residents who reported the sightings are willing to help with a hedgehog saving project. A Wildlife Warden for the area is ready to lead on the project. Cllr Moorhouse agreed to keep contact with the Wildlife Warden regarding the project.

7 To Receive an Update about the Local Council Elections

The election of parish councillors for Doddiscombsleigh Parish Council was uncontested. All the four candidates are considered to be elected. From 9 May the following councillors will be on the Parish Council:

William Hole – current chairman

Rachel Crocker – currently a councillor

Michael Moorhouse – currently a councillor

John Sawyer – currently a councillor

There will be three vacancies on the Parish Council from May. These vacancies can be filled by co-option.

The clerk reminded the newly elected councillors to fill in their Spending Returns and Registers of Interests before 1 June 2023.

Cllr Burdge, who will not carry on as a parish councillor from 9 May, offered to continue publishing notices on the notice board.

8 To Approve the Asset Register

Resolved The Parish Council unanimously approved the Asset Register. The Parish Council also unanimously agreed to insure the new office laptop outside of the office as well.

9 To Approve the Annual Governance and Accountability Return 2022/23

9.1 Internal Auditor's Report

The Clerk reported that the internal auditor has carried out the audit and signed the Annual Internal Audit Report for 2022/23 without comments. The Parish Council noted the result of the internal audit.

9.2 Approval of Governance Statement

Resolved The Annual Governance Statement was unanimously agreed.

9.3 Approval of Statement of Accounts

Resolved The Annual Statement of Accounts was unanimously agreed.

9.4 Decision about Certifying the Parish Council as Exempt from External Audit

Resolved The Parish Council unanimously agreed to certify the Council as exempt from external audit in 2022/23.

9.5 Agree Dates for Exercise of Public Rights

Resolved The Council unanimously agreed that the public will have a right to inspect the Annual Statements and the related documents between 12 June and 21 July 2023.

10 Finance

10.1 To Receive a Finance Report and Approve the Bank Reconciliation

The total bank balance (HSBC and Unity Bank together) on 31 March 2023 was £10,148.75. After deducting the amount of earmarked funds and grants, the general reserve was £1,671.60.

The Chairman reported that the bank reconciliation for 31 March 2023 was in order.

Resolved The Council unanimously approved the bank reconciliation.

10.2 To Review the Parish Council's Banking Arrangements

Resolved The Parish Council unanimously agreed to close the HSBC bank account and transfer the funds to the Parish Council's Unity Trust Bank account.

Resolved The Parish Council unanimously agreed that if HSBC does not close the account with two councillors signing the instructions, then first change the HSBC bank mandate to include only two of the newly elected councillors on the HSBC bank mandate. After the new bank mandate is valid, the Parish Council will close the HSBC account.

Resolved The Parish Council unanimously agreed to apply for a Unity MultiPay Card from Unity Trust Bank for the Clerk.

10.3 Approval of Expenditure

Venue hire 25 April 2023 £10.00

HSBC fee Feb and Mar 2023 2 x £8.00

Office laptop £679.99

Microsoft 365 annual fee for office laptop £60.00

Antivirus program for office laptop £17.99

Unity Bank fee for 3 months £18.00

Payroll annual fee £83.16

DALC annual membership fee £87.63

Clerk's salary and expenses £1,139.45

Information Commissioner fee £35.00

Defibrillator pads £186.00

Printer ink £42.19

Resolved The Council unanimously approved the expenditures.

11 Clerk's Correspondence

11.1.1 Insurance for the Village Fete on 24 June 2023

The Parish Council agreed to organize the insurance for the event.

11.1.2 Joint Planning Meeting of the Parish Councils

There is no information about the next joint planning meeting, which was planned for 25 May 2023 in Bishopsteignton. Clerk to ask about the preparations.

12 Date of Next Meeting

Annual Parish Meeting and Annual Council Meeting on 16 May 2023

13 Chairman's Remarks

The Chairman closed the meeting at 9.25 pm.

Signed.....

Chair

Date

DRAFT