

Clyst Honiton Parish Council

There was a meeting of Clyst Honiton Parish Council on Wednesday 17th December 2024 at 7.00pm held in the Black Horse Inn Meeting Room

Members Present: Parish Councillors Suzanne Hales (Chairman); Grant Harrison; Mike Muir.

Also Present: No district or county councillors.

In attendance: Rob Martin, Clerk.

1 member of the general public.

MINUTES

PUBLIC SESSION

A member of the public expressed his concern that nothing was being done about the appalling state of the road at St Michaels Hill despite many years of waiting. It was now very dangerous for all users of the road and it should be rectified now.

It was explained that the matter had been addressed many times by the parish council which had been powerless to speed up the delivery of repairs. The damage had gone over the years from just filling a few potholes to requiring a much more extensive job. The current position is detailed in item 25/86 below.

The funds held by the Clyst Honiton Community Association were currently sitting in a bank account and not being used. It was agreed that these funds should be transferred to the parish council for it to hold in a reserve for use on a potential community facility, its original purpose.

25/81 APOLOGIES

Apologies were received from Cllrs. Wheeldon and Collier (both with family matters to attend to). These apologies were accepted by the parish council.

25/82 DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)

Cllr. Harrison declared a non-pecuniary interest in item 25/85 relating to planning application number 24/2496/OUT as he had conducted previous unrelated business with the applicant.

25/83 MINUTES

On a proposal by Cllr. Muir, seconded by Cllr. Harrison, it was **Resolved** to approve, as a correct record, the minutes of the Parish Council meeting held on 13th November 2024.

The new format for the minutes was appreciated by all councillors.

25/84 CLERK'S REPORT

Other than the matters that were on the agenda the clerk had nothing else to report.

25/85 **PLANNING APPLICATIONS**

To consider the following Planning Applications and to agree comments:

Reference	Location	Proposal
24/2496/OUT	The Old School Clyst Honiton EX5 2LZ	Outline permission sought (with all matters reserved other than access) for construction of 1no dwelling
<p>Decision: OBJECTION</p> <p>The application is for outline/reserved matters planning permission and that the consideration of the Clyst Honiton Neighbourhood Plan 2023-2031 (CHNP) policies would normally take place at the full permission application stage.</p> <p>Clyst Honiton Parish Council Objects to this outline application because:</p> <ol style="list-style-type: none"> 1) The major difference between this application and the adjacent property, which was given outline permission on appeal given in November 2021, is that it is much nearer the Flood Zone 2 boundary, indeed the proposed garden area is within that zone. 2) This application looks to provide one four-bedroom property, which does not comply with the CHNP identified need for smaller properties within Clyst Honiton. <p>Given that the earlier permission granted on appeal will play a part in determining whether this application is granted outline permission, there will be an increased need to ensure that the detailed application complies with the policies of both the Local Plan and the CHNP.</p> <p>When the detailed application is submitted it will be necessary to ensure that it complies with the following CHNP policies:-</p> <p>Policy DS1 Development of High-Quality Design</p> <p>Policy DS2 Sustainable Development and Construction of Buildings</p> <p>Policy DS3 Communications Infrastructure</p> <p>Policy DS4 Sustainable Drainage</p> <p>Policy DS5: Flood Risk Management</p> <p>Policy DS6: Storage Spaces</p> <p>Policy DS7: Provision of Charging Points</p> <p>Policy DS8: Provision and use of Renewable Energy for new buildings</p> <p>Policy NE1: Landscape and Biodiversity</p> <p>Policy NE2: Green Landscape Corridor</p>		
24/1176/FUL	Exeter Inn Clyst Honiton Devon EX5 2NJ	Proposed change of use of existing two story property previously used as a public house until 2022 into a single dwelling.
<p>Decision: OBJECTION</p> <p>Clyst Honiton Parish Council normally welcomes residential development in the village, but it Objects to this application as it does not meet the terms specified in the following policies in the Clyst Honiton Neighbourhood Plan (CHNP).</p> <p>This is apparently one of three separate applications being proposed for the former Exeter Inn site, firstly 2 houses on the car park (previously responded to), secondly another dwelling within the current pub building (this application) and thirdly a conversion of the barn to dwelling(s). There is a single Planning Support Statement for the three parts, which contains some inaccuracies, such as:</p> <ul style="list-style-type: none"> • There appear to be more than three dwellings proposed, • There was no public consultation, apart perhaps some knocking on adjacent property doors. • Clyst Honiton Parish Council (CHPC) was not consulted at any time. 		

- CHPC made attempts to find out what was happening with the sale but were deliberately kept out of the loop.

This application looks to provide one four-bedroom property, which does not comply with the CHNP identified need for smaller properties, but the supporting information gives no details of what the property is going to look like or how it will match the requirements of the Plan.

This is an important village gateway site with two aspects in full view.

These policies are concerned with the provision and design of the proposed development and need to be addressed.

Policy C1: Community Facilities and Services

The Exeter Inn is defined as a community facility for which the requirement of any change of use is either to provide an alternative use or to demonstrate the unviability of doing so. This application provides no evidence it has undertaken the necessary steps to prove the lack of interest in order to justify the change of use.

Policy DS2 Sustainable Development and Construction of Buildings bullet point list not addressed

Policy DS3 Communications Infrastructure, not addressed

Policy DS5: Flood Risk Management, the FRA is poor and does not address the fact that it is in Flood Zone 3 – the Environment Agency has objected on this basis saying that much more evidence needs to be provided to ensure that the properties will not flood over the next 100 years.

Policy DS6: Storage Spaces. Neither 1 nor 2 of the policy have been included

Policy DS7: Provision of Charging Points not addressed

Policy DS8: Provision and use of Renewable Energy for new buildings not addressed

24/1179/FUL

Exeter Inn
Clyst Honiton
Devon
EX5 2NJ

Construction of 2no semi-detached two storey dwellings, with associated works.

Decision: OBJECTION

On a proposal by the chairman, seconded by Cllr. Muir, it was **Resolved** to object to this application because it does demonstrate that the following policies are to be complied with:

Policy C1: Community Facilities and Services

The Exeter Inn is defined as a community facility for which the requirement of any change of use is either to provide an alternative use or to demonstrate the unviability of doing so. This application provides no evidence it has undertaken the necessary steps to prove the lack of interest in order to justify the change of use.

Policy DS1: Development of High Quality Design

This development application needs to demonstrate how it complies with the policy in full and in design codes 1 and 2. There are only vague indications within the Design and Access Statement of what might be provide with no detailed drawings of the properties, just rather confusing block plans.

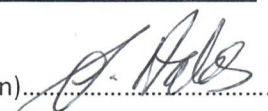
Policy DS2 Sustainable Development and Construction of Buildings bullet point list not addressed

Policy DS3 Communications Infrastructure, not addressed

Policy DS4: Sustainable Drainage, not addressed

Policy DS5: Flood Risk Management, the FRA is poor and does not address the fact that it is in Flood Zone 3 – the Environment Agency has objected on this basis saying that much more evidence needs to be provided to ensure that the properties will not flood over the next 100 years.

Policy DS6: Storage Spaces. Neither 1 nor 2 of the policy have been included



<p>Policy DS7: Provision of Charging Points not addressed Policy DS8: Provision and use of Renewable Energy for new buildings not addressed Policy NE1: Landscape and Biodiversity: points 1-4 not addressed.</p>		
24/2309/MFUL	Plot DC2 Exeter Logistics Park Clyst Honiton EX5 2DS	Alterations to the layout of the van storage area to remove the jet wash area and increase the number of bays from 413 to 465
Decision: NO COMMENT		
Power Used Town & Country Planning Act 1990; Localism Act 2011		Risks Assessed None
Resulting Tasks & Owner Clerk – notify EDDC		Deadline for Action 3 weeks from notification date
Financial Implications None		Equalities Impact None

25/86 HIGHWAYS

An email exchange with the Highways Neighbourhood Officer covering Clyst Honiton, Frances Caveney-James, had been circulated relating to the repair work necessary on St Michaels Hill. This had indicated that a project to do this work had been included in the current programme of works. A further conversation confirmed that the job had been ordered from the contractor and would be done before the financial year-end, its precise timing now in the hands of the contractor.

Power Used Highways Act 1980	Risks Assessed Damage to vehicles if not notified
Resulting Tasks & Owner Clerk- write to NHO	Deadline for Action 30 November 2024
Financial Implications None	Equalities Impact DCC has responsibility to all of the community, including those who are less able

25/87 VILLAGE MAINTENANCE

Cllr Muir detailed the work he had completed since the last meeting, he had:

- Carried out the regular visual inspections of the play equipment.
- Strimmed the grass in front of the Duke of York, around the pumping station, around the bus stop and on the embankment next to the storage units.
- Arranged with a farmer to cut the hedgerow back from Churchside to the road stop barrier at the end of the village.
- Purchased two extra sets of lights for the Christmas Tree along with batteries at a total cost of £24.00, for which he had been reimbursed from the petty cash account.
- Spoken directly to highways engineers regarding St Michaels Hill and had been informed the work would be done in early December 2024.
- Arranged for the mowers and other equipment to be serviced in early 2025.
- Mowed a lawn for a resident who was unable to do it for themselves.
- Installed Christmas lights on the tree and the wishing well.

He would also make arrangements to clear the flower beds to get them ready for planting in Spring 2025.

Power Used Open Spaces Act 1906 ss 9 & 10	Risks Assessed Village becoming unkempt Damaged play equipment not being replaced
Resulting Tasks & Owner Cllr. Muir – continue to provide service	Deadline for Action No deadline
Financial Implications Operational and Mower budget heads	Equalities Impact The work enables accessibility to all

25/88 EAST DEVON DISTRICT COUNCIL CONTACT

Contact with East Devon District Council regarding more information on what the current plans are for the New Town, particularly relating to how it will affect the status and boundaries of Clyst Honiton Parish and its council.

The clerk would write to East Devon DC again to get some answers.

25/89 HOME FARM

The chairman was convinced that the building being constructed on the site was much bigger than that included in the original plans. It was important that the parish council was vigilant during the construction process to ensure that the agreed plans were complied with. The clerk was instructed to write to the planners to question the current build.

26/90 COMPUTER FILE SHARING

Cllr. Wheeldon had received a response from Henry Massey of Exe Squared Ltd in relation to updating the version of Joomla used within the parish council website and providing a shared section for councillor access only.

The response for the Joomla update was that the parish council could:

- a) Leave it as it is and live with the out of date system,
- b) Pay £90 to provide updates until February 2025, or
- c) Update to Joomla 5 which would require 'half a day's work' to install.

Regarding adapting the website he offered to install Phoca Download, with no price quoted, which provides a mechanism for sharing files.

On a proposal by the chairman, it was **Agreed** that, for the time being, the website would remain as it is, and that Exe Squared be asked for a price for the Phoca Download facility.

Power Used Local Government Act 1972 s151	Risks Assessed Not having an acceptable website
Resulting Tasks & Owner Clerk – to contract Exe Squared to carry out work and instruct members on its use when installed.	Deadline for Action As soon as possible
Financial Implications IT Budget	Equalities Impact To ensure those lacking computing skills can access information.

25/91 NEIGHBOURHOOD PLAN

The referendum version of the Clyst Honiton Neighbourhood Plan had been agreed and published

(available on the website www.clysthoniton.org.uk) and the referendum date fixed as Thursday 23rd January 2025. A copy of the plan was available to see in the Church Porch and on the parish council and district council websites and residents were encouraged to make sure they looked at it and attended the vote. Cllr. Muir also had a copy available to be seen at his home, The Old Police House, Clyst Honiton.

On a proposal by the chairman, it was **Resolved** that the Referendum Version be adopted by the Parish Council.

Power Used Localism Act 2011, Schedule 9	Risks Assessed Failure to progress NDO No Community Hall provided
Resulting Tasks & Owner Clerk – to continue communication	Deadline for Action asap
Financial Implications Budget in NDO Reserve	Equalities Impact Lack of provision of suitable meeting place

25/92 NEIGHBOURHOOD DEVELOPMENT ORDER

The work on the Clyst Honiton Neighbourhood Development Order (NDO) continues slowly with the latest response from the Church Commissioners indicating that a list of potential developers would be drawn up and contacted to see whether any were interested in taking the project on.

The clerk would follow this up to ensure that this is progressed quickly.

Power Used Localism Act 2011, Schedule 9	Risks Assessed Failure to progress NDO No Community Hall provided
Resulting Tasks & Owner Clerk – to continue communication	Deadline for Action asap
Financial Implications Budget in NDO Reserve	Equalities Impact Lack of provision of suitable meeting place

25/93 BUDGET & PRECEPT 2025/26

An analysis and report had been circulated before the meeting. A more focussed analysis was handed around at the meeting.

The matters to focus on were the effects of the budget as proposed, on the General Reserve and Precept level balance.

The current year's precept had been set at £16,500 which meant that, with a Tax Base of 114 Band D equivalents, the charge for a Band D property had been £144.73 for the year.

The first assumption for the consideration of the precept for 2025/2026 was that the zipwire replacement takes place in the current year. This means that the DCC Locality Grant of £1,000 (already applied for) and the cost of equipment of £13,852 are included and, alongside other minor changes, result in an estimated net expenditure of £13,455, £8,254 of which being financed from earmarked reserves. The conclusion is that the General Reserve would reduce from £23,516 to £17,025 as at 31st March 2025. This level of General Reserve was considered acceptable.

Turning to the 2025/2026 proposed budget the figures had been update for inflation and a new item inserted of £1,000 for maintenance of the new zipwire. The bottom line for this, with the precept remaining at £16,500, was that there was a £2,500 shortfall which would have to be financed by a further reduction in the General Reserve. Two other options to minimise the General Reserve reduction were considered:-

- 1) To reduce the budgeted expenditure by cutting the number of paid hours of the clerk – this was rejected because, at this time with many things coming over the horizon, this would be counter-productive.
- 2) To increase the precept by some or all of the shortfall – this was considered a possibility in the current circumstances.

On a proposal by the Chairman, seconded by Cllr. Muir it was **Resolved** to increase the precept for 2025/2026 by £1,500 to £18,000. With the increased Tax Base of 119.6, this would result in a Band D annual charge of £150.50, an increase of £5.77 or 4.0% on the current year. A balance of around £1,000 was not covered by this precept but increasing it further would have resulted in a 9.8% increase in charge which was considered too large.

The effect on each Council Tax Band will be as follows:

Band	A	B	C	D	E	F	G	H
Factor	3/9	5/9	7/9	9/9	11/9	13/9	15/9	18/9
Annual Increase	£1.92	£3.20	£4.49	£5.77	£7.05	£8.33	£9.62	£11.54
Monthly Increase	£0.16	£0.27	£0.37	£0.48	£0.59	£0.69	£0.80	£0.96

Power Used Local Government Act 1972 s150	Risks Assessed Not raising a precept
Resulting Tasks & Owner Clerk – to notify EDDC of precept requirement	Deadline for Action Final notification mid-Jan 25
Financial Implications No precept, no parish council	Equalities Impact Nothing particular

25/94 BANK RECONCILIATION & RECEIPTS & PAYMENTS TO DATE COMPARED TO BUDGET

On a proposal by Cllr. Harrison, seconded by Cllr. Muir, it was **Resolved** to approve the 27th November 2024 Bank Reconciliation statement and the attached statement of Receipts and Payments compared to Budgets for the period from 1st April 2024 to 27th November 2024.

25/95 RECEIPTS & PAYMENTS SCHEDULE

On a proposal by Cllr. Harrison, seconded by Cllr. Muir it was **Resolved** to approve the payment of the invoices on the schedule below for the period since the last meeting:

PAYMENTS

Payment to	Services	Month or Reference	Amount £	Payment No.
2024/2025				
Vodafone	Mobile Phone	Dec 24	16.03	DD
Simon A Martin	Payroll Services	Dec 24	8.00	Card
RJ Martin	Salary	Dec 24	812.48	2425-22
HMRC	Tax Deduction	Dec 24	203.00	2425-22
Adobe	Professional Upgrade	Dec 24	19.97	DD
Countrywide GM	Grass Cutting	Nov 24	122.10	2425-24
Countrywide GM	Grass Cutt.ng	Dec 25	122.10	tbc
The Black Horse	Room Hire	13 Nov 24	27.20	Card
Dropbox	Annual Charge		95.88	DD
Royal Mail Group	Postage	VAT Return	1.65	Card
Geosphere t/a Parish Online	Mapping	2025	43.20	2425-23
Starboard Systems Limited t/a Scribe	Accounts	Annual	331.20	2425-24

RECEIPTS

Receipt from	Services	Amount £	Method
2024/2025			
HMRC	VAT refund	613.44	BC
Power Used Local Government Act 1972		Risks Assessed Not making payment of amounts due	
Resulting Tasks & Owner Clerk – ensure payments are made		Deadline for Action asap	
Financial Implications Each payment has a budget		Equalities Impact Nothing particular	

25/96 COUNCILLOR REPORTS

There were no further reports from the chairman or other councillors.

25/97 DATE OF NEXT MEETING

The next scheduled meeting will be on **Wednesday 8 January 2025** and will be held in the Black Horse meeting room starting at 7.00pm.

25/98 PARISH COUNCIL MEETING CLOSURE

The meeting closed at 9.25pm

Signed:.....

Date:.....

