

Clyst Honiton Parish Council



There was a meeting of Clyst Honiton Parish Council on **Wednesday 17th January 2024** at 7.00pm held in the **Blackhorse Inn Meeting Room**

Members Present: Parish Councillors Suzanne Hales; Grant Harrison; Mike Muir and Sean Wheeldon.

Also Present: None

In attendance: Rob Martin, Clerk.

1 member of the general public.

MINUTES

24/76 APOLOGIES

Apologies had been received from Cllr. Gary Collier.

Apologies had also been received from District Cllr. Rylance, who had circulated a report.

24/77 DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)

There were no declarations of interest

24/78 MINUTES

On a proposal by the chairman, the minutes of the Parish Council meeting held on 20th December 2023 were agreed as a correct record and signed as such.

The clerk would look to draw up an action list to ensure that past matters were not forgotten about.

24/79 COUNCIL REPORTS

a) Clerk's Report

The clerk reported as follows:

- East Devon District Council had been notified of the 1024/25 precept requirement.
- Virtually all of the Clyst Honiton work since the last meeting had been on the emerging Neighbourhood Plan.
- This meeting's agenda had been shortened in order to allow longer to discuss the Neighbourhood Plan details jointly with the Steering Group.
- He had claimed grant from Locality to cover the cost of the consultants work being done and he heard at 4.30pm that afternoon that £3,711 had been awarded towards the potential £3,950 cost.
- He read out a summary of an email from **Scribe** regarding about the 'Lite' version of its accounting package with the unanimous conclusion that the restrictions it had meant that the full version would be preferred.

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b) Village Maintenance

Cllr. Muir detailed the maintenance work he had undertaken since the last meeting:

- He had conducted the usual weekly visual inspection of the play equipment.
- The damaged bollard at the end of the village had been reported to Devon County Highways by the chairman and he had seen people around it on 16th January 2024, but this was apparently just an inspection as it had not been repaired yet.
- He and Cllr. Wheeldon had filled approximately 20 sandbags and had used the sand available. The clerk would order a further delivery of sand as soon as possible.
- He had undertaken some litter-picking around the village.
- He and Cllr. Wheeldon had put the Christmas lights in the tree and all agreed it had looked very good.
- He confirmed with the clerk that the ROSPA inspection had been booked for March 2024.
- He confirmed with the clerk that there was more than £8,300 available for a replacement zipwire.

c) Other Councillor Reports

There were no further matters brought up by councillors.

The Chairman to adjourn the meeting to allow the public to speak.

24/80 PUBLIC AND OTHER BODIES' SESSION

There were no District or County Councillors present and no questions from members of the public.

The Chairman to reconvene the meeting.

24/81 BANK RECONCILIATION

On a proposal by the chairman the 31st December 2023 Bank Reconciliation statement was approved.

24/82 RECEIPTS & PAYMENTS TO DATE COMPARED TO BUDGET

The statement of Receipts and Payments compared to Budgets for the period from 1st April to 30th December 2023 was **noted**.

24/83 RECEIPTS & PAYMENTS SCHEDULE

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

PAYMENTS

Payment to	Services	Amount £	Payment No.
2023/2024			
Amazon	Stationery	85.45	2324-22
The Black Horse	Room Hire & Refreshments	48.00	2324-22
Dropbox	File Storage & Access	95.88	Card
DCB Tax Services t/a Simon	Payroll	24.00	2324-24



A Martin			
Countrywide Grounds Maintenance	Grass Cutting	131.84	2324-24
Parish Online	Annual System Access	43.20	2324-24
RJ Martin	Salary Jan 2024	1,005.87	2324-25
HMRC	Tax Deduction Jan 2024	244.80	2324-25
DCC Pension Services	Pension Contributions Jan 2024	355.09	2324-25
Cash	Petty Cash Reimbursement	100.00	Card

RECEIPTS

Receipt from	Services	Amount £	Method
2023/2024			
None			

24/84 PLANNING APPLICATIONS

Reference	Location	Proposal
None		

24/85 DATE OF NEXT MEETING

The next scheduled meeting is on Wednesday 13th March 2024, and will be held in the Black Horse Inn starting at 7.00pm.

24/86 PARISH COUNCIL MEETING CLOSURE

The meeting closed at 7.42pm.

Signed:.....

Print:.....

Date:.....

Clyst Honiton Parish Council



There was a joint meeting of Clyst Honiton Parish Council and the Neighbourhood Plan Steering Group on Wednesday 17th January 2024 at 8.00pm held in the Blackhorse Inn Meeting Room

Members Present: Parish Councillors Suzanne Hales; Grant Harrison; Mike Muir and Sean Wheeldon.

Also Present: Steering Group members Janvrin Edbrooke and Nick Pring

In attendance: Rob Martin, Parish Clerk.

1 member of the general public.

MINUTES

J24/01 NEIGHBOURHOOD PLAN (NP)

The draft NP had been subject to the Reg 14 consultation and had been adjusted for some of the comments received by responders and the informal comments from Angela King of EDDC planning team. In addition, the clerk had carried out multiple reads-through of the document resulting in further adjustments and Rachel Hogger, whilst preparing the Basic Conditions Statement, had made suggestions for changes, most of which had been incorporated.

The clerk explained that his vision for this meeting would be to:

- A grant of £3,711 had been secured for the remaining consultation work.
- Agree the major changes already incorporated, such as adding the new C2 policy and moving the Bypass site earlier in the plan.
- Agree with the appendices already done.
- Confirm that the Site Allocation and Consultation Statements reports would be available this week.
- Find out when the HRS and SEA are going to be ready.
- To deal with Angela Kings comments one by one.
- To consider the position in relation to Rachel's comments on the flooding potential of the SA1 allocation.

The conversation revolved around the matters identified with the following conclusions:

Policy for community building wording needed to be more flexible, not rely on the one site. Janvrin had provided an alternative wording for the policy.

a) Draft Neighbourhood Plan

Changes to the current version would include the reference in the objectives to allocating a site for the community facility. Also reference to the need for vehicle charging points is repeating the latest NPPF requirements, so is unnecessary.

b) Appendix 4 – Sustainability Appraisal

The initial wording needed to be changed from being a draft to being the final version. In addition, there were instances where the assessments needed to be reviewed. The clerk

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would look to tidy this up, including the latest changes to the policies.

c) Appendix 5 – Basic Conditions Statement

This would be produced by Rachel Hogger, once she has the final agreed plan document. The current version was very thorough.

d) Appendix 19 – CHNP Policy Monitor

Produced by the clerk to be used once the plan comes into place. New policies would be included.

e) Appendix 20 – CHNP Community Projects Monitor

Produced by the clerk.

f) Appendix 24 – Equalities Impact Statement

Produced by the clerk.

g) Appendix 3 – Consultation Statement

To be produced by Janvrin

h) Site Allocations Document

To be produced by Janvrin

i) Appendix 1 – Strategic Environmental Assessment (SEA)

To be produced by AECOM, once the Plan document is finalised.

j) Appendix 2 – Habitat Regulations Assessment (HRA)

To be produced by AECOM, once the Plan document is finalised.

J24/02 The meeting closed at 9.00pm

Signed:.....

Print:.....

Date:.....