



Clyst Honiton Parish Council

To: all Members of Clyst Honiton Parish Council

For information: County and District Ward Members, press and public

Issue date: Tuesday 3rd March 2020

The Parish Council is grateful for the attendance and reports presented by both Councillors and external organisations. Due to the large number of issues affecting the Parish, it would be most appreciated if reports could be kept concise and to the point.

You are hereby summoned to attend the meeting of **Clyst Honiton Parish Council** on **Tuesday 10th March 2020 at 7.00pm**, in the **Hampton by Hilton Hotel**, for the purpose of transacting the business on the following agenda

Rob Martin

Clerk to Clyst Honiton Parish Council

AGENDA

20/186 APOLOGIES

To receive apologies for absence

Schedule 12 of the Local Government Act 1972 requires a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Clerk, as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.

20/187 DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)

To receive declarations of interest in items on the agenda

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests that are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it.

20/188 MINUTES

To approve and sign as a correct record the minutes of the Parish Council meeting held on 11th February 2020.

20/189 CONFIDENTIAL ITEMS

To note there is one item to be dealt with under this heading

The Chairman will declare the meeting out of session

20/190 REPORTS FROM OTHER ORGANISATIONS

To receive reports from:

- a) Exeter and East Devon Growth Point
- b) Exeter International Airport
- c) East Devon District Councillors

- d)
- e) County Councillors
- f) Clyst Honiton PCC
- g) Clyst Honiton Community Association, including an update on the progress of the Village Fete.

20/191 PUBLIC PARTICIPATION

To receive Community Updates and Communications and answer questions from the public on matters concerning the Parish Council.

(Members of the public are welcome to attend and speak on this agenda item)

The Chairman will declare the meeting back in session

20/192 COUNCIL REPORTS

- a) **To receive the Clerk's Report & consider the Action List progress attached.**
- b) **To receive the Chairman's report**
- c) **To receive the Village Maintenance report**
- d) **Clyst Honiton Neighbourhood Plan and Neighbourhood Development Order** – to receive a report from the Neighbourhood Plan lead on progress since the last meeting and to consider recommendations contained therein.

20/193 NEIGHBOURHOOD DEVELOPMENT ORDER

To receive the attached report from the Clerk on the action needed to maintain momentum with the delivery of the proposed Neighbourhood Development Order. To decide on the actions to be taken to move the project forward.

20/194 LANDMARK TREE

The landmark tree that was applied for earlier in the year has now been agreed, and the collection and planting instructions issued. These are:

'We are pleased to be able to offer you a tree! Please find your tree collection voucher attached. Your next steps are:

1. You then need to arrange collection of your tree from Perrie Hale Nursery, giving them a minimum of two working days' notice and ensuring you collect the tree by 17th March 2020. Please also ensure you arrange for your community to plant the tree within 2 weeks of collection. We encourage you to promote this as a commemorative planting ceremony to recognise the loss of ash trees through ash dieback.
2. Upon presenting a signed copy of the unique voucher to Perrie Hale Nursery and signing Perrie Hale's tree list as proof of collection, the tree is yours! The size of available trees allocated to the scheme should allow transport within a normal sized estate car.
3. Once you have collected the tree, you will need to temporarily store it in a suitable, safe place. Then plant your landmark tree by the end of March at the latest and send us details of location and a photo as proof.

For tree planting instructions please see the woodland trust's page:

<https://www.woodlandtrust.org.uk/plant-trees/advice/how-to-plant/> . Please also find the **terms and conditions** attached. Good luck planting!

The parish council needs to identify who is going to take on the collection of the tree, where and when it is to be planted and what publicity is given to the planting process.

20/195 PLAY EQUIPMENT

- a) To consider the scheme offered by Proludic Ltd (already circulated) and confirm decision to continue with Playforce
- b) To note that the start date for removal and groundworks would now be Monday 16th March 2020, with installation to start the following week.

20/196 75th ANNIVERSARY OF THE END OF WORLD WAR 2 – COMMEMORATION

To consider whether the parish council would like to commemorate this anniversary and, if so whether something like a purpose-built bench would be suitable.

20/197 BANK RECONCILIATION

To approve the 29 February 2020 Bank Reconciliation statement.

20/198 RECEIPTS & PAYMENTS TO DATE COMPARED TO BUDGET

- a) To receive the attached statement of Receipts and Payments compared to Budgets for the period from 1st April to 29th February 2020.
- b) To receive the attached statement monitoring progress of the spend against available grant for the NDO/NP project.

20/199 PAYMENT SCHEDULE

To approve the payment of the invoices on the schedule below for the period since the last meeting, as below:

Payee	Services	Amount £	Payment No.
Playforce Ltd	Payment on a/c Play Equipment	14,175.00	202005
RJ Martin	Clerk's Salary March 2020	798.43	202006
Devon CC Pension Fund	Pension Contributions	275.60	202006
HMRC	Tax & National Insurance	238.47	202006
Bickerdike Allen Partners	Noise Assessment Payment on Account	6,240.00	202007
MNR Mowers Ltd	Mower Service and Fuel	285.26	202008

In addition, payments will be made for invoices received since the agenda was set. Items in **bold** will be made following the meeting.

20/200 PLANNING APPLICATIONS

To consider the following Planning Application and to agree comments:

Reference	Location	Proposal
20/0281/MRES	Exeter Logistics Park Clyst Honiton	Reserved matters application (access, appearance, landscaping, layout and scale) for plot DC2 together with the submission of details to discharge conditions 7, 8, 10, 12, 15, 16, 18, 21, 26 and 28, all pursuant to the outline planning permission ref no 17/0532/MOUT for the construction of a van storage area with associated structures, access road and surface water drainage attenuation basin to provide ancillary parking to the main class B8 use of the adjacent plot DC1
19/2365/MFUL	Axhayes Cattery Clyst Honiton Exeter EX5 2HS	Demolition of existing and reprovision of cat adoption centre Amended Plans
20/0191/FUL	Home Farm, Clyst Honiton EX5 2LX	Construction of 1 no. warehouse building, renovation of brick building, construction of hammerheads and site entrance, installation of pallisade fencing, vehicular and pedestrian gates, 2.1m high wall, covered cycle store and refuse store and lockable road barrier

20/201 2020/2021 SCHEDULE OF MEETINGS

To consider the attached schedule of Parish Council meetings for the year beginning May 2020 and adopt, if appropriate.

20/202 DATE OF NEXT MEETING

The next scheduled meeting of Clyst Honiton Parish Council is on Tuesday 14th April 2020, at 7pm in the Bell Tower of St Michaels Church.

20/203 CONFIDENTIAL MATTERS

Section 1 paragraph 2 of the Public Bodies (Admission to Meetings) Act 1960 stipulates that a council may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings.

To Resolve to consider the following matter after the exclusion of the public and press on the grounds of commercial sensitivity.

20/204 REVIEW OF CLERK'S FIRST 12 MONTHS

To consider the attached confidential report from the Clerk outlining the work he has done in the past 12 months and to discuss the proposal contained therein.

20/205 MEETING CLOSURE