

There was a remote meeting of Clyst Honiton Parish Council on Tuesday 8th December 2020 at 7.00pm held on ZOOM

Members Present: Parish Councillors Gary Collier; Suzanne Hales (Chair); Grant Harrison and Sean Wheeldon.

Also Present: Janvrin Edbrooke (NP/NDO Steering Group); County Councillor Sara Randall Johnson

In attendance: Rob Martin, Clerk

No members of the general public:

MINUTES:

The Chairman expressed the Council's concerns about County Councillor Ray Bloxham's health following his recent heart attack and wished him a speedy and full recovery, hoping that he would follow doctors' instructions and rest for as long as it takes.

21/109 APOLOGIES

Apologies were received and accepted from Councillor Mike Muir; County Councillor Ray Bloxham and District Councillors Eleanor Rylance & Sarah Chamberlain

21/110 DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)

No declarations were made.

21/111 MINUTES

The minutes of the Parish Council meeting held on 10th November 2020 were **Agreed** as a correct record and would be signed by the Chairman when the situation allowed.

21/112 COUNCIL REPORTS

a) Clerks Report

The Clerk's report and Action List were **noted**.

He also stated that:

- He was now Clerk to Rackenford & Creacombe Parish Council, for 5 hours a week.
- He would take the matter of Amazon drivers using the layby as a toilet whilst waiting their time for collection up with both EDDC Environmental Health department and Amazon. This was a totally unacceptable practice that should be stopped.
- He had updated the parish council's 'Dropbox' account to the paid for version, at a cost of £79.90 per annum, from the free version, which had very limited file storage capacity now exceeded by the files stored there.
- The vegetation around the Fighter Pen would be cleared on Friday 11th December.
- The interim Devon Carbon Plan Consultation was now taking place. There was a link on the parish council website.

- The ambulance service had promised to look at and curtail the use of alarms in the early hours, where this is possible.
- He would look to reset everyone’s specific Parish Council email addresses so that they could just use these for council business, and access to the Dropbox files could be arranged.

b) NDO/NP Lead Report

The following report was presented by Janvrin Edbrooke:

NEIGHBOURHOOD PLAN

1. **Reg 14 Draft NP:**

- The Steering Group Meeting on 20th Oct and Dec 2nd to look at the responses on the NP Draft from EDDC. Changes were reviewed and the NP Draft adjustments were agreed.
- The Reg 14 Draft can be created.

Recommendation 1. For Council to Note.

Noted

2. **Clyst Valley Regional Park:** this is out to consultation launched Nov 9th closes January 7th. As NP / NDO Lead I will separately respond to this Masterplan linking it to the NP policies and that our NP refers to this and builds on it.

- Clyst Honiton parish has swathes of land within this Regional Park.
- Projects in the Parish include HF1, HF2, CCC4, ASH.
- Good to see that it acknowledges that the area opposite Duke of York as “It is the only remaining recreational green space of useable size for the community of Cyst Honiton”
- Project ASH is about protecting the only waterway that runs in the Holbrook valley. This important biodiversity corridor connects extensive habitats and with hotspots of biodiversity: tree-lined streams, old traditional orchards, small riverine woods and small fields with good hedgerows. There is little or no buffer protecting the rivers from inputs of agricultural chemicals. Higher Holbrook Farm Grade 2 listed and with surviving orchards.

Recommendation 3.

- For Council to be involved in the consultation.
- To consider informing the community of the document maybe in Clyst chatter/ CHCA.
- The CVRP will be able to access money for joint projects that encourage community involvement
- Outside Lockdown to invite Simon Bates to speak to the Council and open this up to residents to promote River Clyst Park and to get this area open to the community of CH

The matter was included later in the agenda. Advice noted.

NEIGHBOURHOOD DEVELOPMENT ORDER

The NDO will be reported in a separate section to provide clarity between the NP and NDO

1. NDO Assessment Update

2. ASSESSMENTS (Tbc in blue)	UPDATES
Noise Assessment (Bickerdykeallen)	This has been completed and was sent to EDDC for approval. EDDC have approved the noise assessment report.

Transport Assessment PellFreishmann CC)	This has been completed except for the traffic survey section awaiting DCC go ahead. EDDC now involved as planning application should not be held up by traffic surveys The Outcome of assessment is that the traffic will access the site by a new four way traffic light system off the Bypass. This will result in site layout changes
Desk Based Archaeological Assessment DBA (Locality) Geophysical Archaeology Survey (Company 1) Time frame 6 – 8 weeks Trenching assessment and report Company 2	This is being carried out by AECOM. The DBA has been drafted. Draft was sent to all councillors. Gary provided errors and questions (Thank you) and the Draft has now been completed. The summary has recommended both geophysical and trench surveys. Geophysical assessment will be completed before Christmas with a report after Christmas. The report will determine the need for trenching work
Environmental Impact Assessment (AECOM)	Completed. Confirmation that EIA is not required. But this screening provided feedback from statutory authorities providing insight to their thoughts on the NP/NDO.
Strategic Environmental Assessment SEA (AECOM)	Completed. Report concluded no recommendations.
Habitats Regulation Assessment (HRA) AECOM	This is being carried out by AECOM and the work has begun. It will not be completed until the NDO document is finalised.
Ecology Survey Reid Burton	Being completed by Reid Burton using the Locality Grant. This will provide higher level assessment and surveys recommendations as well as a Landscape Ecology Management Plan, Biodiversity Net Gain enhancements. Report to be completed by second week in Jan 2021

Recommendation 2. For Council to note assessment timetable, completions and time implications.

Noted.

The Clerk had liaised with the NP/NDO lead on the matter of the Geophysical Survey. The costs of the survey were likely to be covered by grant, but this was now urgent. Janvrin had agreed with Liam at AECOM that of three quotations received from three contractors, SUMO although not the lowest price at £1,800, was the best technically and scope and should be accepted. The Clerk had taken this advice, which was going to be used to support the grant claim, and had laid an official order with SUMO to carry out the work, which was expected to be done at the end of the current week.

There was full expectation that the grant would cover the cost of this work, but it might not arrive until after the work was done, and if this was so, the accumulated NP/NDO reserve would be used in lieu of receipt of the grant.

- Health Check NDO Draft and NP:** The clerk wrote to EDDC regarding examiners. Angela King has followed up on this and contacted and spoke with Dave Chapman. It is on EDDC 's

radar that we would like Anne Skippers to be our examiner and for Andrew Ashcroft to be our Health checker or vice-versa.

Recommendation 3. For Council to note progress of Health checker and Examiner for the NP
Progress noted

c) Village Maintenance Report

The Clerk read a report supplied by Cllr. Mike Muir on the work he had done since the last meeting, the contents of which were as follows:

- He had conducted the weekly visual inspection of play equipment.
- The 'D shackles' have now been replaced by Playforce.
- He had spent numerous amount of hours on memorial garden which was now complete apart from plaque to be mounted. He has the plaque waiting for a piece of Oak for plaque to be mounted on.
- A Crab Apple tree at St. Michael's hill has been vandalised and needed replacing. He had asked the Clerk to arrange a replacement.

The Chairman then closed the meeting to allow the District & County Councillors and members of the public to report on their issues.

21/113 PUBLIC AND OTHER BODIES' SESSION
Devon County Council

Cllr. Sara Randall Johnson referred to Ray's heart attack and said that he was not going to do any Council work for at least two months. She also requested being included in the correspondence with Amazon regarding the toilet issue. She had attended the recent meeting with the police and referred to the crime map which allows anyone to drill down to recorded crime within each postcode.

There was still some finance available within the Locality Budget at DCC for any projects we might have.

East Devon District Council

There were no district councillors present, and the Clerk had not received anything written.

Public Questions

There were no members of the public in attendance.

The Chairman then reopened the meeting

21/114 DOING WHAT MATTERS

The current situation has meant that the meeting with Helen Selby to detail the highway issues with DCC has not taken place and is unlikely to happen, in the near future. She has requested that the Parish Council send a list of the matters that are currently required to be addressed to her for possible action. Janvrin Edbrooke had already sent details of the matters she believed needed addressing in the Holbrook area of the parish.

It was **Agreed** that the Clerk collect a list of items from councillors, alongside those already identified and submit this to Helen Selby as soon as possible.

21/115 BUDGET & PRECEPT 2021/2022

The Clerk had circulated more budget papers to councillors and outlined what these contained. He had made suggestions about what the analyses contained and the conclusions that could be drawn

from them. On a proposal by the Chairman, seconded by Cllr. Wheeldon, it was unanimously **Resolved** that:

- The Revised Budget for 2020/2021 is adopted as the starting point for considering the 2021/2022 Budget.
- The draft budget for 2021/2022 is adopted.
- The Precept Request for 2021/2022 should reduce from £20,114 to **£18,000** as the cautious first step in reducing the reserves down over the next few years to a more appropriate level. This will reduce the Band D charge for the year to £160.71 from £186.24, a reduction of nearly 14%
- The 5-year analysis of Receipts and Payments would be revised to accommodate this change and to highlight the effect of the income and expenditure changes on the budget and reserves for the coming few years.

21/116 BANK RECONCILIATION

The 30th November 2020 Bank Reconciliation statement was **Noted** and would be signed as a correct record when circumstances allow.

21/117 RECEIPTS & PAYMENTS TO DATE COMPARED TO BUDGET

- The attached statement of Receipts and Payments compared to Budgets for the period from 1st April to 30th November 2020 was **Noted**.
- The attached statement monitoring progress of the spend against available grant for the NDO/NP project was **Noted**.

21/118 RECEIPTS & PAYMENT SCHEDULE

The payment of the invoices on the schedule below was **Verified** for the period since the last meeting:

PAYMENTS

Payee	Services	Amount £	Payment No.
2020/2021			
Vodafone	Mobile Phone	22.07	Direct Debit
Zoom	Meeting Access	14.39	DC2107
Wickes Building Supplies	Memorial Garden Slabs and Compost	88.00	DC2114
HCT Turf	Topsoil	120.00	DC2115
Post Office	Petty Cash Reimbursement	70.00	DC2116
Amazon	Stationery	38.89	DC2117
Post Office	Online Postage	1.64	DC2118
Dropbox	Upgrade to Storage Capability	95.88	DC2119
RJ Martin	Salary December 2020	851.99	202031
DCC Pension Scheme	Pension Contrib.	293.47	202031
HMRC	Tax/NI	259.66	202031
Plandscape	Grass Cutting (August 2020)	88.22	202032
Ridgequest	Memorial Garden Plaque	309.60	202032

RECEIPTS

Payee	Services	Amount £	Payment No.
2020/2021			
HMRC	VAT Refund	280.56	BGC

Items in **bold** were made following the meeting.

21/119 PLANNING APPLICATIONS

The following Planning Application decisions and comments were unanimously **AGREED**:

Reference	Location	Proposal
None		

Clyst Valley Regional Park (CVRP)

The parish council should respond to the current CVRP consultation, since the proposed park adjoins the boundary of the parish. It was also expected that access to the park would be made through the church commissioner land next to Clystside.

There was also the necessity to reinforce the Neighbourhood Plan policies for open space and the area of land opposite the Duke of York Inn, which the plan had highlighted as being the only such land available in the parish.

It was **Agreed** that the Clerk would put together a Parish Council response using comments from councillors and Janvrin Edbrooke. Councillors would also respond as individuals.

It was also suggested that Simon Bates, EDDC, be invited to explain the effect of the plan on Clyst Honiton and to answer questions.

21/120 DATE OF NEXT MEETING

The next scheduled remote meeting of Clyst Honiton Parish Council is on Tuesday 8th December 2020, at 7pm.

21/121 MEETING CLOSURE

The meeting closed at 8.40pm

Signed:.....

Print:.....

Date:.....

ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT BY REQUEST