

# Clyst Honiton Parish Council

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**There was a meeting of Clyst Honiton Parish Council on Tuesday 10<sup>th</sup> March 2020 at 7.00pm in the Meeting Room of the Hampton by Hilton Hotel**

**Members Present:** Cllrs Gary Collier; Grant Harrison; Suzanne Hales (Chair); Mike Muir and Sean Wheeldon.

**Also Present:**; County Councillor Ray Bloxham; District Councillor Eleanor Rylance; Janvrin Edbrooke (NP/NDO Lead); Stephan Bouloux (CHCA).

**In attendance:** Rob Martin, Clerk.

**No members of the general public:**

## MINUTES:

### 20/186 APOLOGIES

Apologies were received from Andy Wood (EDDC); District Cllr. Sara Chamberlain; County Cllr. Sara Randall-Johnson.

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

No declarations were made.

### 20/188 MINUTES

The minutes of the Parish Council meeting held on 11<sup>th</sup> February 2020 were **Agreed** as a correct record and signed by the Chairman.

### 20/189 CONFIDENTIAL ITEMS

To note that there was one item to be dealt with under this heading, at which time members of the public and press would be required to leave the meeting.

*The Chairman declared the meeting out of session*

### 20/190 REPORTS FROM OTHER ORGANISATIONS

Reports were received from:

- a) **Exeter and East Devon Growth Point**  
No report.
- b) **Exeter International Airport**  
No report.
- c) **East Devon District Councillors**  
No report.
- d) **County Councillors**  
Ray Bloxham had circulated a report.  
Coronavirus poster. IID grant  
Cycle incident at entrance to Blackhorse Lane
- e) **Clyst Honiton PCC**  
No report.

**f) Clyst Honiton Community Association**

Stephan Bouloux outlined progress being made on the organisation of the Fete, including a timetable for day. He stated that an Irish band called The O'Malleys would do 2 half-hour sessions for a fee of £300-£400. This was unanimously thought to be too costly for the fete.

County Cllr. Ray Bloxham had 2019/2020 Locality money left which would only be available after 7<sup>th</sup> May because of Purdah to help fund the fete.

The effect of the Coronavirus was discussed, which was causing uncertainty with the fete bookings. The Clerk indicated that it was perhaps sensible to accept that the fete was unlikely to take place in May, and perhaps it should be cancelled or postponed formally now.

On a proposal by the Chairman, it was unanimously **Resolved** to postpone Village Fete from 16<sup>th</sup> May 2020 to later in the year, possibility in September.

**20/191 PUBLIC PARTICIPATION**

Cllr. Mike Muir mentioned the problem caused by the building extension work that had been carried out on 9 St Michaels Hill where workmen left a hole in the lane that could be dangerous to pedestrians. The belief was that he would approach the homeowner and put the onus on them to contact the contractor.

Another topic was once again the parking at end of village on yellow lines, which was blocking the recycling lorry from access with the rubbish not being collected as a result. Residents had been asked to contact the County Council parking enforcement on the website to get some action on illegal parking.

*The Chairman declared the meeting back in session*

**20/192 COUNCIL REPORTS****a) To receive the Clerk's Report & consider the Action List progress attached.**

The Action List progress was **Noted**.

The Clerk outlined the position in relation to Section 106 finance, which he had requested from EDDC because it had been collected for the provision of play equipment on the Recreation Ground. The latest correspondence between EDDC staff and the Clerk had requested information on the consultation with the community that had taken place, a process that was likely to cost more than the £4,000 that had been notified as being available. Concern was expressed that the picture has kept changing and the attempts over the last 5 or more years had proved fruitless. The last such consultation had resulted in equipment being installed that was not asked for, and is consequently used very little.

It was **AGREED** that the Clerk would outline what had been collected when door to door consultation was done and request the money to be paid and would enter into a grant agreement with EDDC for this to happen. He would also check the information regarding the properties which had generated the sum available.

**b) To receive the Chairman's report**

The Chairman had nothing further to report.

**c) To receive the Village Maintenance report**

Cllr. Muir outlined the work he had undertaken around the village, which was **Noted**:

The main matters covered in the report were:

- The weekly visual inspection of the play area was undertaken
- The two-weekly litter-pick was done, and there is a lot of litter in the layby near the Exeter Inn. This was due to the Amazon drivers parking there constantly. The Clerk would write to Amazon and EDDC Streetscene to see what could be done about reducing the level of parking or providing and emptying of bins in the layby.
- Thanks to Heather Nash for clearing bus shelter regularly.
- Repair to a bench at bottom of St Michaels Hill.
- Village clear-up generally with most of the rubbish being left by the weekly recycling collection operatives.

- d) **Clyst Honiton Neighbourhood Plan and Neighbourhood Development Order** – a report from the Neighbourhood Plan Lead on progress since the last meeting was outlined by the Clerk (copy attached to these minutes) and its contents were **Noted**.

#### **20/193 NEIGHBOURHOOD DEVELOPMENT ORDER**

The Clerk had circulated a report on his view of what needed to be done next on the NDO delivery. The Clerk was thanked for this work and the Parish Council confirmed it forms the basis for work going forward.

#### **20/194 LANDMARK TREE**

The Beech Tree was ready to be picked up from Perrie Hale Nursery, the Clerk would arrange to send the voucher to the Chairman in time to be picked up by 17<sup>th</sup> March, as requested. Agreement would be reached on who would contact the nursery and pick the tree up.

The planting of the tree should take place by 31<sup>st</sup> March 2020, and this would be arranged and communicated in order that picture might be taken of the event for publicity purposes.

#### **20/195 PLAY EQUIPMENT**

- a) The Clerk had circulated a quotation from Proludic Ltd as the 4<sup>th</sup> contractor. It was unanimously concluded that the lower price offered by Playforce was the contractor to continue with.
- b) The start date for the Playforce contract would be 16<sup>th</sup> March 2020, when the groundwork would be undertaken and the installation would be during the following week.
- c) The Clerk would get a ROSPA post-installation inspection of the equipment, including the refurbished zipwire.

#### **20/196 75<sup>th</sup> ANNIVERSARY OF THE END OF WORLD WAR 2 – COMMEMORATION**

The Clerk had circulated some publicity on purpose-built metal benches commemorating the end of WW2, the cost of which before installation would be £600. Whilst it was agreed that the idea of benches being installed for this commemoration, consideration should be given to installing recycled plastic benches instead. The Clerk would research the matter and report back to the next Council meeting.

Funds would be sought from Devon County Council, through the councillor Locality Fund.

#### **20/197 BANK RECONCILIATION**

The 29<sup>th</sup> February 2020 Bank Reconciliation statement was unanimously **Agreed**.

**20/198 RECEIPTS & PAYMENTS TO DATE COMPARED TO BUDGET**

The attached statement of Receipts and Payments compared to Budgets for the period from 1<sup>st</sup> April to 29<sup>th</sup> February 2020, was **Received**.

**20/199 PAYMENT SCHEDULE**

The schedule of invoices paid and to be paid for, March 2020, below, was unanimously **Agreed**.

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

**20/200 PLANNING**

The following Planning Application responses were **Agreed**:

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 <b>Decision: No comment</b>
19/2365/MFUL	Axhayes Cattery Clyst Honiton Exeter EX5 2HS	Demolition of existing and reprovision of cat adoption centre Amended Plans <b>Decision: Support</b>
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. <b>Decision: Objection, the application is for the wrong use on the wrong site, with detailed objection letter.</b>

**20/201 SCHEDULE OF MEETINGS**

The attached schedule of meetings for the coming administrative year were **adopted**.

**20/202 DATE OF NEXT MEETING**

The next scheduled meeting of Clyst Honiton Parish Council is on Tuesday 14<sup>th</sup> April 2020, at 7pm in the Bell Tower of St Michael's 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.

It was **Resolved** 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**

The Clerk had circulated a confidential report on his first 12 months in post. There was unanimous agreement that:-

- a) The Clerk’s modus operandi and the time measurement principles outlined in paragraphs 1 to 6 above was **noted**.
- b) The work done during 2019/2020 was **noted**.
- c) The targets outlined for the coming year in paragraph 9 above were appropriate.
- d) The future aspirations outlined in paragraph 10 above were **noted**.
- e) A payment of **£1,143.36** be made in recognition of some of the extra hours worked.
- f) The Clerk be paid on New Spinal Column Point 17 from 1<sup>st</sup> April 2020.

**20/205 MEETING CLOSURE**

The meeting was closed at 10.00pm

Signed:.....

Print:.....

Date:.....

**ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT BY REQUEST**