

**MINUTES OF THE PARISH COUNCIL MEETING
HELD AT CHUDLEIGH KNIGHTON VILLAGE HALL
ON TUESDAY 14th September 2021 STARTING AT 7.30PM.**

PRESENT: Parish Councillors: Sylvia Edwards, Charlie Fisher, Janette Parker [Chairperson], Emma Sueref, Graham Tully and Kate Willett.
Richard Ayre, Land and Planning Director, Baker Estates
Elly Maynard, Clerk to Hennock Parish Council

PART I (Open to the Public)

The Chairperson welcomed everyone to the first full parish council meeting after the Summer recess and commented that we had a busy summer. She also ensured everyone understood the Covid restrictions we had put in place.

1. RECORDING OF MEETINGS: The Chairperson reminded all in attendance at the meeting that they may be recorded or otherwise reported about.

2. TO ACCEPT APOLOGIES FOR ABSENCE: Apologies were received from Cllr Phil Baker due to being away, Cllr Steve Edmonds due to work commitments and Cllr Pete McCullar due to other commitments. Apologies were also received County Councillor Jerry Brook and District Councillor Stephen Purser.

3. ELECTION OF VICE-CHAIRPERSON AND DECLARATION OF ACCEPTANCE OF OFFICE.

The Chairperson explained that she had received a written resignation from Cllr Chris Webb who was Vice Chairman. The Chairperson asked for nominations for Vice Chairman for 2021/22 Cllr Charlie Fisher was nominated and seconded and it was unanimously resolved that Cllr Fisher be Vice Chairman for 2021/22. Cllr Fisher made his Declaration of Acceptance of Office as Vice Chairman and signed the "Declaration of Acceptance of Office" form provided by the Clerk.

<p><i>ACTION: The Clerk was instructed to update our website, posters, notices and social media The Clerk was instructed to add Cllr Fisher to Online banking, the Clerk reported she had already removed Cllr Webb</i></p>

4. DECLARATION OF INTEREST FOR ITEMS INCLUDED ON THE AGENDA & A REMINDER TO COUNCILLORS TO UPDATE THEIR REGISTER OF INTERESTS WHERE APPROPRIATE:

Cllr Sueref declared a pecuniary interest in agenda item 14 and the Chairperson informed her that she would have to leave the room for the entirety of that agenda item.

5. REQUESTS FOR DISPENSATIONS: None.

6. PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO SPEAK TO THE COUNCIL ABOUT MATTERS WHICH CONCERN THEM:

Richard Ayre, Land and Planning Director of Baker Estates explained he is attending the meeting to answer any questions relating to the Tollgate Farm and the appeal for non determination. He explained they currently have an appeal going on and wanted to reassure the meeting that Baker Estates do good development, community value houses and include affordable homes.

Cllr Willett asked if the orchards would be accessible to the public. Mr Ayre replied that they were included for biodiversity net gain, public open space would be at the top of the sites but this would be addressed at the reserves stage. A management company would be responsible for managing these areas and a charge would be made to the residents of the site, which he thought would be £40 - £50 / month.

Cllr Willett said the Draft Teignbridge Local Plan proposes 45 homes in Chudleigh Knighton, she questioned whether they would still want to go ahead if the number of homes was capped at 45 or would Baker Estates still want to go head with 60 homes. Mr Ayre replied saying we will see how the local plan develops.

Cllr Fisher commented that Baker Estates appeal rests on Teignbridge not having a 5 year supply plan, but literature from Teignbridge suggests they have. Mr Ayre replied saying it depends if all the existing proposed sites go ahead. Cllr Fisher also let Mr Ayre know that Chudleigh Knighton no longer has a village shop.

Ines Pfister from Devon Council Highways asked what benefits Baker Estates would bring to Chudleigh Knighton regarding roads, drainage, footways etc. Mr Ayre replied saying there aren't any existing major issues in the village. There followed a discussion on potentially widening the footway, moving the bus stop signage and transport vouchers. Many councillors and Highways commented that additional houses means additional traffic and that the village has become more congested after the developments at Bovey Tracey.

The Chairperson summed up the comments and said that the village is concerned about the increase of homes and lack of facilities within the village. There is no village shop anymore. There is nowhere for young people for leisure, for example to kick a football around on the grass or for families to get together outside. Mr Ayre said there would be CIL monies.

7.0. REPORTS FOR INFORMATION

7.1. POLICE OFFICER'S REPORT: None

7.2. COUNTY COUNCILLOR'S REPORT: None

7.3. DISTRICT COUNCILLORS' REPORTS: Cllr Stephen Purser sent his apologies and his report was circulated by email prior to the meeting.

7.4. DARTMOOR NATIONAL PARK PARISH LINK MEMBER'S REPORT: None.

7.5. Neighbourhood Highways Officer: Ines Pfister introduced herself and explained her role as our Neighbourhood Highways Officer, a role she started 4 months ago replacing Tegan. She explained that she looks after 10 parishes in total within the Chudleigh rural area. She said that she has been having monthly meetings with the Clerk and they have identified key issues within the parish and have an ongoing action list. She encouraged residents and the parish council to report any issues to the Clerk ideally using "What Three Words" or to report direct to Devon County Council via <https://www.devon.gov.uk/roadsandtransport/report-a-problem/>

Ines requested that we promote to the residents that landowners are responsible for making sure that any vegetation, on their land, does not overgrow and cause an obstruction on the highway. The Clerk said that she had written an article about how to report potholes and vegetation issues in the August newsletter which was also published in the Mid Devon Advertiser.

Ines gave examples of issues around the parish and said that fixing these is all a juggling act and it's dependent on money, budgets, the weather, contractors and staff availability. She also spoke about the use of banners and unofficial signage around the parish.

ACTION: Clerk to send Ines August Newsletter and article in Mid Devon Advertiser.

Clerk to photograph patching issue near drain by 1 Teign View, Chudleigh Knighton and report it to DCC.

Clerk and Ines to investigate whether official brown signs would be a viable option.

8. APPROVAL OF THE MINUTES: The minutes of the Parish Council Meeting held on 13th July were approved and signed by the Chairperson.

9. TO CONSIDER THE NOMINATIONS RECEIVED TO FILL THE VACANCY BY CO-OPTION IN HENNOCK PARISH COUNCIL. None received. The Chairperson thanked the Clerk for producing a new page on our website to help with this process. <https://www.hennockpc.org.uk/thinking-of-becoming-a-councillor>

10. To note Clerk's Summer Recess Report, including 10.2 August Financial Matters and Payments, Conclusion of Audit, Planning and Housing Matters, Parks and Open Spaces Matters, Allotment Matters.

The report was circulated prior to the meeting and can be found in Appendix A. The Chairperson highlighted we did receive monies in error that we then paid direct to the correct recipient (sent to Hennock PC, not Hennock PCC). The Hennock car park issue is still ongoing and the Clerk is taking advice including from the Diocese. PKF Littlejohn the external auditor has completed its review for the year ended 31st March 2021. PKF has confirmed that the audit has been completed in accordance with Proper Practices, there are no matters of concern and no matters have been drawn to the attention of the Parish Council. The Council resolved to accept the Clerk's report and recommendations, and approved action taken during the recess, including financial payments.

11. ARTICLES FOR PARISH NEWS

The Clerk was asked to produce articles on the following subjects:

- Cllr Fisher new Vice Chairman
- THAT Foodbank, collection point now at Chudleigh Knighton Village Hall
- Hennock and Teign Village Autumn Garden and Craft Festival
- Request for a piper for the Queen's Platinum Jubilee beacons

12. AGREEMENT OF AGENDA BETWEEN PARTS I & II:

13. FINANCIAL MATTERS AND PAYMENTS:

13.1. TO CONSIDER PAYMENTS OF INVOICES

Payments Vouchers 93 - 97 were paid between August list that was approved by the Chairperson and Vice Chairman and 14th September meeting and retrospective approval was sought and agreed.

The Council resolved that the Clerk should make the following payments 98 – 110 using online banking, with the exception of voucher 102 that will automatically be debited in October.

Hennock Parish Council DRAFT PAYMENTS LIST 93 TO 110

Voucher	Cheque	Code	Name	Description	Amount
93	40000000803	112 - Donation	PCC of Hennock	Donation in memory of J Brown	138.15
				<i>Parker's Funeral Care sent in error donation to Hennock PC, should have been sent to Hennock PCC, so Clerk sent direct to Hennock PCC via BACS.</i>	
94	GIFFGAFF CD	17 - Mobile Phone for Clerk	GiffGaff	Mobile Phone	10.00
95	CO OP GROU	22 - Postage	Co Op	Postage	7.92
				<i>12 x 2nd class stamps for SAE for S&W Lygo Play Park Inspection Sheets</i>	
96	TOOLSTATION	21 - Stationery	Toolstation	Barrier Tape	7.99
				<i>Red and White Barrier Tape</i>	
97	CURRYS ONL	21 - Stationery	Currys	Ink Cartridges	10.99
98		30 - Tax and NI	HMRC	PAYE & National Insurance	213.88
99		28 - Clerk's Net Salary	E Maynard, Clerk	Salary, E Maynard, Clerk	1,193.99
100		86 - Home Working Allowance	E Maynard, Clerk	Working from home expenses	18.00
101		31 - Mileage	E Maynard, Clerk	Mileage	5.41
				<i>16/08 Hennock site visit. 17/08 To Bovey to collect lateral flow tests</i>	
102		26 - Pension	NEST	Pension	58.52
				<i>AUTO PAYMENT IN OCTOBER</i>	
103		72 - Grounds Maintenance Conti	South West Grounds Maintenance	Grounds Maintenance Contract	265.63
104		66 - Inspections Play Parks & CF	S & W Lygo Engineering	Weekly Inspections	180.00
105		58 - Repairs	S & W Lygo Engineering	Repairs to CK Play Park	160.00
				<i>Repairs to Fence uprights, locking up of play park, retrieve & purchase posts.</i>	
106		73 - Parish Lengthsman Contrac	Dartmoor Heathers and Gardens	Parish Lengthsman Contract	595.32
107		41 - Allotment Costs	Dartmoor Heathers and Gardens	Strimming Hennock Allotment Paths	204.00
108		11 - Training	Devon Association of Local Councils	Training - Planning	36.00
				<i>Attendance of Cllr Kate Willett on Responding to Planning Applications.</i>	
109		65 - Rent - Hennock Play Park	Savills	Rent - Hennock Play Park	435.00
				<i>Payment by Standing Order due to be paid 15/09/2021</i>	
110		58 - Repairs	Sportequip	Football Net	50.40
				<i>Replacement net for small goal at Chudleigh Knighton. Free postage</i>	
TOTAL					3,591.20

13.2. FINANCIAL STATEMENTS: A Summary of Receipts and Payments and a Bank Reconciliation for the **five months ended 31st August 2021** were sent to the Council prior to the meeting, which showed the current account (Treasurers Account) credit balance of £24623.69 and the Savings Account (Bus Bank Account) credit balance of £7140.00, less unrepresented Nest pension payment of £58.52 = £31,705.17

The balance of which equated to the Receipts and Payments closing credit balance of £31,705.17

- The Clerk highlighted the £138.15 donation in error that can be seen as a receipt and payment to correct recipient. The £200 donation that will be put in earmarked reserves for the Old Football Field project and that we have now received £1768.85 recovered VAT from quarter 1, this shows on page 5 and added to amount from quarter 4 of 2020/21.

It was resolved that the financial statements be approved.

14. TOLLGATE FARM, PLYMOUTH ROAD, CHUDLEIGH KNIGHTON

Appeal against the Non-determination of 20/01736/MAJ. To consider whether Hennock Parish Council want to make any additional comments, or modify / withdraw our previous comments. (Deadline 27th September 2021)

The Chairperson said that we have heard from Richard Ayre during public participation. The Clerk was asked to read out our original comments that we submitted to Teignbridge in November 2020.

It was resolved that Clerk would respond to the Planning Inspectorate on behalf of Hennock Parish Council and include the following additional information.

- Hennock Parish Council's Response to Teignbridge Local Plan that includes Tollgate Farm site.
- The need in the village for a flat grassed area that older children and teenagers can enjoy activities such as football on, include the notes from Orchard Working Group Meeting.
- The fact that Knighton Stores ceased trading 31/08/21.
- That Teignbridge do in fact have a 5 year land supply which contradicts the appeal

ACTION – The Clerk to respond to Planning Inspectorate

15. TO CONSIDER HENNOCK PARISH COUNCIL'S RESPONSE TO BOVEY PARISH NEIGHBOURHOOD DEVELOPMENT PLAN 2021. (Deadline 27th September 2021)

The meeting discussed the reasons Bovey Tracey Council have made this plan and how it's a long process. The Chairperson said she had read it looking to see how it would impact our parish. It was resolved that the Clerk should respond on behalf of Hennock Parish Council and include connecting the two communities with cycleways and the protection of Chudleigh Knighton Heath.

ACTION – The Clerk to respond to Teignbridge District Council

16. TO CONSIDER HENNOCK PARISH COUNCIL'S RESPONSE TO PENINSULA TRANSPORT'S CONSULTATION. (Deadline 17th September 2021)

There was a short discussion on the consultation and it was resolved that the Clerk should respond on behalf of Hennock Parish Council and include that we are a rural parish and although Chudleigh Knighton has an hourly bus service, Hennock and Teign Village only have 1 bus a week! To state that Hennock Parish Council supports Heathfield railway line reopening. The plan needs to ensure that rural villages such as those within our parish are not cut off.

ACTION – The Clerk to respond to Peninsula Transport

17. THE QUEEN'S PLATINUM JUBILEE BEACONS, 2ND JUNE 2022. The Clerk updated the meeting that the Landowner has agreed to host the beacon. There was a discussion on whether we should provide refreshments e.g. a barbecue and it was resolved that the Clerk should contact the closest pub first – The Palk Arms, Hennock and if they aren't able to undertake this then ask the Claycutter Arms, Chudleigh Knighton. If neither of the pubs can provide refreshments then look further afield but ideally with a local connection.

*ACTION – The Clerk to make enquiries and report back to the Parish Council.
The Clerk to include preliminary details of event in our newsletter and include request for bagpiper.*

18. REPORT FROM THE WORKING GROUP TO DEVELOP THE ORCHARD PROJECT AND WILD FLOWERING OF VERGES after their second meeting on 20th July. This meeting was very well attended by members of the public. Two main points came out of this meeting.

1. There is very much a need for a grassed recreational area within Chudleigh Knighton that activities such as football can be played. However the old football field is not the right location for this, due to Knighton Heath being an SSSI, difficult to access, uneven ground etc. So we need to find a different location. We included this in our response to Teignbridge's Draft Local Plan and we have fed this back to the developers who want to build at Tollgate Farm.

2. Many people love the meadow how it is but feel it could be enhanced and used by more villagers if there were picnic benches. Since the meeting the Parish Council has secured a grant for £743 from Devon County Council's Reconnect Rebuild Recover fund to purchase picnic benches.

Hennock Parish Council has also received a donation of £200 towards the project.

19. PERMANENT TRAFFIC SIGNALS ON NEW BRIDGE, CLAY LANE, CHUDLEIGH KNIGHTON. These works are planned to start on October 10th through to November 6th. The site power supply from the overhead high voltage lines was installed earlier in the year by Western Power Distribution. Clay Lane will be closed for the duration of the works and a Diversion Route has been agreed with Highways England (along the A38 between the Chudleigh and Drumbridge's junctions) A press release will follow shortly and the Team that Run Devon County Councils Social Media information service will also be involved.

ACTION – The Clerk to share Devon County Council's press release on Social Media.

20. TO CONSIDER WHAT HENNOCK PARISH COUNCIL WANTS TO ORGANISE TO SUPPORT THEIR COMMUNITY THIS CHRISTMAS. In past years Hennock Parish Council has subsidised a Christmas Day lunch for residents of Hennock Parish who would otherwise be on their own and this has been held at the Claycutters. Last year this couldn't happen because of Covid so last minute the Chairperson Janette organised goody bags that were delivered around the parish by volunteers which included home made Christmas cards made by your pupils and festive treats. The recipients were particularly delighted with the cards. Currently there is a budget of £280, it was resolved to make it bigger and better and to ask the community to nominate friends and neighbours to ensure everyone who is on their own on Christmas Day in our parish receives a goody bag and it would be nice if it could contain home-made items from children of both schools.

ACTION – The Clerk to include an article about this in Knighton News. The Clerk to contact Hennock Primary and Chudleigh Knighton Primary School to see if they are happy to be involved.

21. Play Parks matters - To consider any maintenance issues arising from weekly inspections.

The Clerk informed the meeting that there had been substantial damage to the fence posts at Chudleigh Knighton play park over the summer on 2 occasions and the play park had to be locked up and closed for 24 hours until rediscovered and replacement posts could be installed by our contractor, the police were informed on both occasions and crime references given. New football net required for Chudleigh Knighton Play Park that was approved in agenda item 13.1.

22. Reports from Parish Councillors on training attended and meetings with outside bodies.

- Cllr Willett reported that she had attended a Planning Course through DALC that was very good. The Chairperson encouraged Councillors to let the Clerk know if they want to attend any specific training.

- Cllr Parker reported that she had been to a Viridor Liaison Meeting and would forward the minutes once she had received them. She also said that she was a judge at the Chudleigh Knighton Flower Show and reported it was a wonderful event with over 90 entries.

23. Matters brought forward by Parish Councillors.

Cllr Edwards reported that the low rope on a piece of equipment at Teign Village Play Park is too low.

ACTION – The clerk to report the rope to our Inspectors and feedback to the parish council

Cllr Tully noted that only the new dual sided planters outside the village hall had been looked after this Summer, the Clerk responded that only these were on our Contractor's contract, maybe last year volunteers had looked after them. The Chairperson said we need to relook at our contracts in advance of renewal. Cllr Tully also reported that the area of grass before Pitt Orchard when entering Chudleigh Knighton is all churned up.

ACTION – *The Clerk to speak to our Parish Lengthsman and our Neighbourhood Highways Officer for solutions.*

24. Dates, venues and times of next Parish Council meetings:

To confirm the dates of the next Parish Council and Planning Committee Meetings

Tues 28th September 2021: Planning Committee meeting starting at 7.30pm, Chudleigh Knighton Village Hall

Tues 12th October 2021: Parish Council meeting starting at 7.30pm, Chudleigh Knighton Village Hall

PART II (Private)

As there was no further business the meeting ended at 9.34pm

..... **Chairperson** **Dated**.....