



**MINUTES OF THE PARISH COUNCIL MEETING INCLUDING URGENT PLANNING APPLICATIONS  
HELD AT CHUDLEIGH KNIGHTON VILLAGE HALL  
ON TUESDAY 12<sup>th</sup> SEPTEMBER 2023 STARTING AT 7.30PM.**

**PRESENT:** Parish Councillors: Becky Applewood, Chris Applewood, Phil Baker, Jasmine Carter, Carol Godwin, Bo McAllister-Bruce, Janette Parker, Pam Rogers and Graham Tully (Chairman)  
Elly Maynard, Clerk to Hennock Parish Council  
County Councillor Jerry Brook  
District Councillor Suzanne Sanders  
One member of the public

**PART I (Open to the Public)**

Cllr Graham Tully welcomed everyone to the September meeting after the Summer Recess.

**1. RECORDING OF MEETINGS:** The Chairman reminded all in attendance that they may be recorded or otherwise reported about.

**2. TO ACCEPT APOLOGIES FOR ABSENCE:** Apologies were received from Councillors Sarah Lee and Kate Willett, the reasons for their apologies were accepted.  
District Councillor Stephen Purser, District Councillor Andy Swain and PC Dave Hawkins also sent their apologies.

**3. DECLARATION OF INTEREST FOR ITEMS INCLUDED ON THE AGENDA & A REMINDER TO COUNCILLORS TO UPDATE THEIR REGISTER OF INTERESTS WHERE APPROPRIATE:** None

**4. REQUESTS FOR DISPENSATIONS:** None

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

A resident of Chudleigh Knighton spoke to the meeting about his concerns regarding the 20s Plenty campaign. After some discussion the Chairman thanked the resident for bringing it to the parish council's attention and confirmed that it would be Devon County Council who would make the decision and public consultation would need to take place prior to any changes.

*ACTION A – The Clerk to update the Council and the resident regarding any updates received regarding the campaign.*

*ACTION B – The Clerk to send Councillors and District Councillor Suzanne Sanders information about 20mph limits being introduced near Newton Abbot Primary and Secondary Schools.*

**6.0. REPORTS FOR INFORMATION**

**6.1. POLICE OFFICER'S REPORT:**

A written report from PC Dave Hawkins was circulated to councillors prior to the meeting. In the period 1<sup>st</sup> August – 31<sup>st</sup> August there was 1 recorded offence in the Chudleigh Knighton and Hennock beat code area, which was a dangerous dog offence. Police responded to 12 other non-crime offences in this period, these include road

traffic issues, concerns for welfare, public safety and animal welfare. PSCO Tina Jordan will shortly be joining the area. <https://www.hennockpc.org.uk/post/police>

**6.2. COUNTY COUNCILLOR'S REPORT:** Jerry Brook gave an update from Devon County Council and spoke about a new Chief Executive who has identified cost savings including staff. He asked the parish council to think of a project to spend Locality Fund monies which needs to benefit the community.

**6.3. DISTRICT COUNCILLORS' REPORTS:** Suzanne Sanders gave an update from Teignbridge, she is now the Chairman of Overview and Scrutiny Committee 2 which are next meeting on 26<sup>th</sup> September. She also reported that she has completed 40 hours of training.

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

**6.5. NEIGHBOURHOOD HIGHWAYS OFFICER:** None

**7. APPROVAL OF THE MINUTES:** The minutes of the Parish Council Meeting held on 12<sup>th</sup> July 2023 were approved and agreed unanimously as a true and correct record and were signed by the Chairman.

**8. TO NOTE THERE ARE NO VACANCIES ON HENNOCK PARISH COUNCIL** Noted

**9. PROGRESS REPORTS FROM THE CLERK FOR INFORMATION:**

**9.1. CLERK'S ACTIONS FROM THE PARISH COUNCIL MEETING HELD TUESDAY 11<sup>TH</sup> JULY 2023** The Clerk distributed via email a summary of all actions following July's meeting, all have been completed apart from Action A and B which are still ongoing.

*ACTION C – Re. Action B Land Registry. The Clerk was asked to write again to the Solicitor's to ensure all paperwork completed, not just most recent, if no success write to their manager.*

**9.2. TRAINING AND MEETINGS ATTENDED BY THE CLERK**

- PC Dave Hawkins, 18<sup>th</sup> July and 25<sup>th</sup> August 2023
- Scribe Accounts – VAT. Online Training Course, Free. 25<sup>th</sup> July 2023
- DALC, Clerk's Summer Social, 2<sup>nd</sup> August 2023 at Passage House Hotel, Kingsteignton
- ILCA - Introduction to Local Council Administration, online course completed and passed

The Clerk was congratulated on passing ILCA.

**10. TO RECEIVE AND CONSIDER CLERK'S SUMMER RECESS REPORT**

**10.1. TO NOTE PAYMENT OF INVOICES MADE 09/08/23 UNDER DELEGATED AUTHORITY**

The Draft Payment list was sent to all councillors 07/08/23 via email. In consultation with the Chairman and Vice Chairman, the following payments were made by the Clerk on 9<sup>th</sup> August 2023 via online banking, see page 2237.

**10.2. FINANCIAL STATEMENTS FOR 4 MONTHS ENDING 31<sup>ST</sup> JULY 2023**

These were emailed out to all councillors 02/08/23. Noted

**10.3. CONCLUSION OF AUDIT 2022/23**

The audit was concluded on the 9<sup>th</sup> August 2023 with no issues. The "Notice of conclusion of audit" has been placed on the Parish Council's website and copies have been placed on the notice boards. The cost of the audit by PKF Littlejohn LLP (£315 plus VAT) was as budget, the audit fee is based on income £50,001 - £100,000. See September draft payments agenda item 13.1. Noted

**10.4. PLANNING AND HOUSING MATTERS:**

There were 4 Planning Applications that the Clerk couldn't have an extension of time granted to allow us to consider them at our September Planning Committee Meeting, see agenda items 18.1 to 18.4.

## 10.5 PARKS & OPEN SPACES:

The safety surfacing underneath the Nest Swing in Chudleigh Knighton was repaired in August and approved in August Payments, Scribe 97.

The only vandalism reported at all 3 parks over the summer holidays was another issue with the safety surfacing under the nest swing in Chudleigh Knighton.

### DRAFTPAYMENTS LIST 80 TO 98

Voucher	Cheque	Name	Description	Amount
80	giffgaff CD 752	GiffGaff	Mobile Phone	10.00
		<i>RETROSPECTIVE Auto Monthly payment</i>		
81	HMRC - ACCC	HMRC	PAYE & National Insurance	272.71
82	ELEANOR MA'	E Maynard, Clerk	Salary, E Maynard, Clerk	1,352.08
83	ELEANOR MA'	E Maynard, Clerk	Working from home expenses	18.00
84	ELEANOR MA'	E Maynard, Clerk	Mileage	4.50
		<i>18th July Hennock and Teign Village Noticeboards and checking (5 miles @ £0.45 = £2.25)</i>		
		<i>1st Aug Teign Village Play Park Meeting &amp; Hennock (5 miles claimed @ £0.45 = £2.25)</i>		
85		NEST	Pension	72.54
		<i>AUTO PAYMENT in September</i>		
86	PAUL CARY 5I	South West Grounds Maintenance	Grounds Maintenance Contract	239.40
87	S&W LYGO E'	S & W Lygo Engineering	Weekly Inspections	215.00
88	S&W LYGO E'	S & W Lygo Engineering	Repairs to CK Play Park	545.00
		<i>From EARMARKED RESERVES 2021. Tyre Swing £350, Repairs to Steps on Climbing Frame £195</i>		
89	S&W LYGO E'	S & W Lygo Engineering	Repairs to CK Play Park	175.00
		<i>FROM EARMARKED RESERVES following Annual inspection (March 2023)</i>		
90	S&W LYGO E'	S & W Lygo Engineering	Repairs to CK Play Park	30.00
		<i>Cut back growth on paths in Environmental Play Area, CK</i>		
91	DARTMOOR F'	Dartmoor Heathers and Gardens	Parish Lengthsman Contract	127.20
92	DARTMOOR F'	Dartmoor Heathers and Gardens	Parish Lengthsman Contract	1,200.00
		<i>Used up 2023/24 £1000 HMCEF grant from DCC towards this invoice</i>		
93	DARTMOOR F'	Dartmoor Heathers and Gardens	Hedge Cutting	115.20
		<i>Hedge Cutting at Teign Village Play Park including treatment of wasps nest £70 + VAT (below quote) Cut back overhang on footbridge Chudleigh Knighton £26 + VAT</i>		
94	DARTMOOR F'	Dartmoor Heathers and Gardens	Intermediate Bulk Container (IBC)	50.00
		<i>REIMBURSEMENT of £50 no VAT to purchase second hand IBC for Hennock Allotments</i>		
		<i>Payment approved at Parish Council Meeting 11th July 2023</i>		
95	CHUDLEIGH H'	Chudleigh Knighton Village Hall	Room Hire - CK Village Hall	37.50
		<i>04/07 Sustainability £7.50, 11/07 Full Council £20, 25/07 Planning £10</i>		
96	OUTDOOR PL	Outdoor Play Devon Ltd	Repairs to CK Play Park	828.00
		<i>Replacement See Saw ends.</i>		
		<i>Quote approved at full parish council meeting 11/07/23, agenda item 18.4 in part II</i>		
97		Outdoor Play Devon Ltd	Repairs to CK Play Park - Safety Surfacing	480.00
		<i>To be paid once work completed under Nest Swing, Chudleigh Knighton.</i>		
		<i>Delegated authority to Clerk as Summer Recess, checked with Chairman and Vice Chairman</i>		
98	TEIGNBRIDGE	Teignbridge District Council	Election Charges	537.70
		<i>Parish of Hennock (Chudleigh Knighton) £292.80 8 seats</i>		
		<i>Parish of Hennock (Village) £245.10 3 seats</i>		
		<i>Difference in Cost because Forms and Stationery based on council seats (8 and 3)</i>		
		<i>Postage is based on candidates (6 and 2)</i>		
		<i>* 08/08/23 Teignbridge rang the Clerk and confirmed to pay £537.70 as invoice not total of 2 statements above, TDC admin error. i.e. £537.70 not £537.90 20p less.</i>		
<b>TOTAL</b>				<b>6,309.83</b>

## 10.6. HIGHWAYS MATTERS:

A joint project to improve the drainage from Chudleigh Knighton Heath has been completed by Sibelco and Devon Wildlife Trust.

Long awaited patching work in Gales Crest, Chudleigh Knighton has taken place, photo emailed to councillors 18/08/23.

Repair on Plymouth Road, junction with Bellamarsh Lane. Completed.

Footpath 19, Bellamarsh Lane, Chudleigh Knighton, closure for up to 6 months. Posted on Facebook and emailed to councillors 29/08/23

## 10.7. CORRESPONDENCE

Email from Hennock Village Hall that they now have Wi-Fi installed, the Clerk has written back to see what dates they have available for us to hold our Full Parish Council Meetings on the 2<sup>nd</sup> Tuesday of the month in 2024.

Email from Devon County Council re. changes to Stagecoach bus services, agenda item 17.

Email from resident regarding concerns with 20s Plenty Campaign, circulated by Cllr Tully, this was discussed in agenda item 5.

Email from William and Triggs to say work on War Memorial will start 25<sup>th</sup> September. Noted.

Message regarding issues with poor parking at Teign Village Car Park. The Clerk informed the meeting that she had put up 2 notices on vehicles that weren't taxed with a valid MOT that morning. She had also put a temporary sign on the bus shelter requesting people to not park in the turning area of Teign Village Car Park.

## 11. ARTICLES FOR THE PARISH COUNCIL NEWS

Suggestions were given, see action below.

<https://www.hennockpc.org.uk/post/hennock-parish-council-newsletter>

*ACTION D - The Clerk to produce the Newsletter and distribute via agreed methods including the following subjects:*

*\* Flyposting and our Business Directory on our Website*

*\* Stagecoach 38 and 39 Bus Service*

**12. AGREEMENT OF AGENDA BETWEEN PARTS I & II.** No part II

**13. FINANCIAL MATTERS AND PAYMENTS:**

**DRAFTPAYMENTS LIST 99 TO 112**

Voucher	Cheque	Name	Description	Amount
99	giffgaff CD 752	GiffGaff	Mobile Phone	10.00
		<i>RETROSPECTIVE - Auto monthly payment</i>		
100		HMRC	PAYE & National Insurance	272.71
101		E Maynard, Clerk	Salary, E Maynard, Clerk	1,352.08
102		E Maynard, Clerk	Working from home expenses	18.00
103		E Maynard, Clerk	Mileage	6.75
		<i>18/08, 05/09, 11/09 3 Trips to Hennock and Teign Village to put up notices, AGAR, agendas, check Teign Village Car Park Claimed 15 miles @ £0.45 / mile = £6.75</i>		
104		NEST	Pension	72.54
		<i>AUTO PAYMENT in October 2023</i>		
105		South West Grounds Maintenance	Grounds Maintenance Contract	239.40
106		S & W Lygo Engineering	Weekly Inspections	215.00
107		S & W Lygo Engineering	Repairs to Hennock Play Park	295.00
		<i>From Earmarked Reserves - Repairs following Annual Inspection To weld / repair and adjust as necessary the entrance gate. To brush / scrub moss from under equipment, blow clear and then apply moss treatment</i>		
108		Dartmoor Heathers and Gardens	Parish Lengthsman Contract	529.20
109		Dartmoor Heathers and Gardens	Allotment Work - Hennock	84.00
		<i>Collection and erection of 2nd IBC at Hennock Allotments, under budget by £30 £100 Budget agreed at Full PC Meeting 11th July 2023, Agenda item 19.2</i>		
110		Dartmoor Heathers and Gardens	Allotment Work - Hennock	158.40
		<i>Cutting of paths and tracks at Hennock Allotments</i>		
111		PKF Littlejohn LLP	External Audit Fee	378.00
		<i>As budget.</i>		
112		Savills	Rent - Hennock Play Park	435.00
		<i>£10 less than budget</i>		
			<b>TOTAL</b>	<b>4,066.08</b>

**13.1. TO CONSIDER PAYMENT OF INVOICES**

*ACTION E - The Council unanimously resolved to approve the above payments and resolved that the Clerk should make the below payments 100 - 112 using online banking with the exception of Scribe voucher 104 which is an automatic Nest payment payable in October.*

**13.2. FINANCIAL STATEMENTS:** A Summary of Receipts and Payments, Bank Reconciliation and Receipts list for the **five** months ended **31<sup>st</sup> August** were sent to the Council prior to the meeting, which showed the current account (Treasurers Account) credit balance of £26,795.96 and the Savings Account (Bus Bank Account) credit balance of £7,140.00. The balance of which equated to the Receipts and Payments closing credit balance of £33,935.96 It was unanimously resolved that the financial statements be approved.

**13.3. INTERNAL AUDIT 2024** - To note that Chris Jebb from Hawthorn Accounting has agreed to continue to be our internal auditor for 2023/24. Noted

**14. TO RECEIVE AND CONSIDER THE REPORT FROM THE “INFRASTRUCTURE AND DEVELOPMENT WORKING GROUP INCLUDING PARISH PLAN” INCLUDING AGREEMENT OF THE TERMS OF REFERENCE.**

Cllr Janette Parker reported that the scheduled meeting that should have been held the previous night had to be cancelled, therefore this agenda item needs to be deferred to October Meeting.

**15. TO RECEIVE AND CONSIDER THE REPORT FROM THE “CLIMATE AND SUSTAINABILITY WORKING GROUP” INCLUDING AGREEMENT OF THE TERMS OF REFERENCE.**

The notes following their meeting on 5<sup>th</sup> September had been sent to the council prior to the meeting.

Cllr Chris Applewood, Chairman of the working group highlighted the salient points:

- The walk on Chudleigh Knighton Heath was successful
- The parish council website has been updated to include Climate and Sustainability Group with drop down menus including Parish Flora and Fauna which will include a Biodiversity record.



<https://www.hennockpc.org.uk/climateandsustainability>

- Lots of projects in the pipeline need to change them from ideas to actions
- It was unanimously resolved that the proposed terms of reference be approved.

*ACTION F - The Clerk to add the Climate and Sustainability Working Group Terms of Reference to our website.*

*ACTION G - The Clerk to upload onto the website the biodiversity database.*

## **16. TO RECEIVE AND CONSIDER THE REPORT FROM THE “TEIGN VILLAGE PLAY PARK WORKING GROUP” INCLUDING AGREEMENT OF THE TERMS OF REFERENCE.**

The notes following their first meeting on 1<sup>st</sup> August had been sent to the council prior to the meeting. Cllr Jasmine Carter, Chairman of the working group highlighted the salient points:

- Elected Cllr Jasmine Carter as Chairman
- Explored potential sources of funding
- Looked at catalogues and brochures
- Need to include wider community in consultations
- Will setup dedicated website page and Facebook page
- Propose to ask the community to come up with a more catchy project name.
- It was unanimously resolved that the proposed terms of reference be approved.

*ACTION H – The Clerk to set up a dedicated page on our website and a Facebook page regarding Teign Village Play Park*

## **17. TO CONSIDER THE IMPACT OF STAGECOACH’S AMENDMENTS TO NUMBER 39 BUS SERVICE AND INTRODUCTION OF NUMBER 38 BUS SERVICE.**

There was lengthy discussion regarding various issues that have been brought to the parish council’s attention.

In response to the feedback we have received to date, it was agreed that Hennock Parish Council will:

- Campaign on behalf of their parishioners, collecting, collating and submitting evidence of impact to the company and campaigning to redress the changes and meet local need.
- Continue to actively seek for the provision of clearer and more accurate information on current services and share with local residents.
- Seek support from District and County Councillors to pressurise local bus companies to improve the local transport issues.
- Alert Healthwatch to the difficulties this places on residents in accessing NHS healthcare.

*ACTION I – The Clerk to attend the Community Coffee Morning at Chudleigh Knighton Village Hall on Friday 15<sup>th</sup> September to interview residents to collect further evidence and stories.*

*ACTION J - The Clerk to produce a draft letter to Stagecoach South West over the next few days, circulate to Councillors for feedback prior to sending.*

## **PLANNING APPLICATIONS**

The Clerk reported that requests for Extensions of Time (EOT) to respond after our Planning Committee Meeting scheduled for 26<sup>th</sup> September 2023 were not granted, but EOT for agenda item 18.2, 18.3 and 18.4 have been granted to 13<sup>th</sup> September 2023.

### **Teignbridge District Council**

**18.1                    23/01316/FUL**

Address Inversnaid, Bellamarsh Lane, Chudleigh Knighton, TQ13 0EP  
Proposal Dwelling and new access

<https://publicaccess.teignbridge.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RXSPOCPZJZQ00>

*Extension of Time denied, if the decision has not been issued at the time of your meeting, please provide your Parish Council comments in the usual way.*

**ACTION K – 23/01316/FUL** The Clerk was instructed to respond to Teignbridge with the following:

*Hennock Parish Council considered this application at last night's full parish council meeting held at Chudleigh Knighton Village Hall, agenda item 18.1.*

*Hennock Parish Council support the proposal.*

*We would like to make the following comments:*

*Hennock Parish Council would like to see swift boxes / bricks incorporated in the application.*

*We also have concerns regarding who is responsible for Bellamarsh Lane. We note Devon County Council has responded "The application is served from a private road" however it is also known as Hennock Footpath 19 as a public right of way PROW. Therefore, who will be responsible for the upkeep?*

**18.2. 23/01413/HOU**

Address Tor View, Back Lane, Chudleigh Knighton, TQ13 0HB  
Proposal Proposed single storey rear extension and new garage roof

<https://publicaccess.teignbridge.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RYNT48PZKWM00>

**ACTION L – 23/01413/HOU** The Clerk was instructed to respond to Teignbridge with the following:

*Hennock Parish Council considered this application at last night's full parish council meeting held at Chudleigh Knighton Village Hall on 12th September 2023, agenda item 18.2.*

*Hennock Parish Council support the proposal.*

**18.3. 23/01216/VAR**

Address Little Greenhill, Five Lanes, Hennock, TQ13 9PU  
Proposal Minor Material Amendments to planning permission 20/02373/FUL (erection of single holiday unit and associated works) to extend unit and raise roof.

<https://publicaccess.teignbridge.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RX2ADOPZ01U00>

*Our response on 27<sup>th</sup> January 2021: 20/02373/FUL Hennock Parish Council objects to the proposal as it feels it is an erosion of green space and isn't a necessary development. Its location is remote from the village and any area of development, therefore isn't appropriate. The design is not in-keeping with the countryside.*

**ACTION M – 23/01216/VAR** The Clerk was instructed to respond to Teignbridge with the following:

*Hennock Parish Council considered this application at last night's full parish council meeting held at Chudleigh Knighton Village Hall on 12th September 2023, agenda item 18.3.*

*Hennock Parish Council object to the proposal.*

**Dartmoor National Park**

**18.4**             **0332/23**  
 Address          Lower Bowden, Bovey Tracey, TQ13 9LX  
 Proposal         Single storey side extension and other minor domestic alterations to existing dwelling

<https://dartmoor-online.tascomi.com/planning/index.html?fa=getApplication&id=161622>

*ACTION N – 0332/23 The Clerk was instructed to respond to Dartmoor National Park with the following:*

*Hennock Parish Council considered this application at last night's full parish council meeting held at Chudleigh Knighton Village Hall on 12th September 2023, agenda item 18.4.*

*Hennock Parish Council object to the proposal. Hennock Parish Council support the proposal.*

*We would like to make the following comments: The building needs to be sympathetic to the materials used in the rest of the house especially regarding the roof. Cllr Janette Parker would like it noted she isn't related to the applicants.*

**18. REPORTS FROM PARISH COUNCILLORS ON TRAINING ATTENDED AND MEETINGS WITH OUTSIDE BODIES.**

Cllr Phil Baker reported that he had attended the Annual Civic Service at St Gregory’s Church in Dawlish on behalf of Hennock Parish Council, 10<sup>th</sup> September 2023.

**19. MATTERS BROUGHT FORWARD BY PARISH COUNCILLORS.**

Cllr Janette Parker reported that the pavement at the bottom of Teign View near the bus stop has been fixed.

Cllr Janette Parker as Vice Chairman will be chairing the Planning Committee Meeting on 26<sup>th</sup> September as Cllr Kate Willett is unavailable.

Cllr Becky Applewood suggested we get some dates in the diary for HR Committee and Finance group to meet.

*ACTION O: The Clerk to organise with relevant councillors a suitable date and venue for HR Committee.*

*ACTION P: The Clerk to organise with relevant councillors a suitable date and venue for Finance Group.*

**21. DATES, VENUES AND TIMES OF NEXT PARISH COUNCIL MEETINGS:**

To confirm the dates of the next Parish Council and Planning Committee Meetings  
*Tues 26<sup>th</sup> September 2023: Planning Committee meeting starting at 7.30pm, Chudleigh Knighton Village Hall*  
*Tues 10<sup>th</sup> October 2023: Full Parish Council Meeting starting at 7.30pm, Chudleigh Knighton Village Hall*

As there was no further business the meeting ended at 9.24pm

..... **Chairman**                     **Dated**.....