

HENNOCK PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING OF HENNOCK PARISH COUNCIL HELD ON TUESDAY 8TH JANUARY 2019 IN CHUDLEIGH KNIGHTON VILLAGE HALL STARTING AT 7.30PM.

PRESENT: Cllrs P Baker, M Curran, C Fisher, B Kelly [Vice-Chairman], J Parker [Chairperson] and C Webb.
District Cllr L Evans
Mr A Cooper, Dartmoor National Park Authority [DNPA] Link Member
4 x members of the public
H Reynolds, Clerk to the Parish Council

PART I (Open to the Public)

1. FILMING AND RECORDING OF MEETINGS: The Chairperson reminded all in attendance at the meeting that they may be filmed, recorded, photographed or otherwise reported about. Hennock Parish Council's protocol on the filming and recording of meetings was on display and those undertaking these activities were deemed to have accepted them whether they had read them or not.

2. TO ACCEPT APOLOGIES FOR ABSENCE: Apologies were received from Cllr R Dixon and Cllr P McCullar and the reasons for their absence were accepted.

3. DECLARATION OF INTEREST FOR ITEMS INCLUDED ON THE AGENDA & A REMINDER TO COUNCILLORS TO UPDATE THEIR REGISTER OF INTERESTS WHERE APPROPRIATE: Cllr C Fisher declared a non-pecuniary interest in agenda item 13, "May 2019 elections" as he works for Electoral Services at Teignbridge District Council [TDC].

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: Two members of the public from Hennock came to the meeting to gather more information about the proposed affordable housing development in Hennock as they have a number of concerns. They both live near the proposed site. The following is a summary of some of the points raised:

- The current proposal is quite different to that originally proposed.
- There will be significantly more houses and significantly more traffic.
- Quite a number of residents in the village have concerns.
- Is it driven by a real need from the village?
- 15 people were identified for the self-build but only 2 went forward.
- Hennock Primary School has had a large increase in numbers and is nearly at its limit.
- Someone wants to buy a property opposite this land but won't.
- There are a lot of questions.
- The land isn't particularly big and so people's ability to move in for life was questioned.
- A development of 6-8 houses is significantly bigger than the 4-5 previously proposed.
- The houses won't be that big to sustain a family.

The Chairperson's/Council's responses are summarised below:

- TDC pulled out of the acquisition of the land because of the restrictive covenants which would make it difficult for self-builders to secure mortgages.
- Hastoe Housing Association [HA] is now in discussions to bring forward this land with a view to providing 100% affordable housing.
- Hastoe HA has built in Dartmoor National Park and is a rural specialist.
- The Parish Council does not have any updated information from its December meeting and at tonight's meeting it will look at forming a small group to look at the lettings criteria.
- The reason the Parish Council looked at the site initially was driven by the Housing Needs survey (it was agreed that the Clerk would email a copy of the Housing Needs survey to the 2 residents of Hennock).
- The Parish Council has not spent any money on this site.

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- It was acknowledged that it was a shame that discussions were some way down the line before the restrictive covenant came to light.
- The Council believes that Hennock wants to keep families in the village.
- The land is an exception site outside of the village boundary and so only affordable houses can be built or an open market property which is subsidising the affordable houses.
- If it doesn't go ahead it will be a shame for local families.
- The Council wants Hennock to be sustainable.
- The 4-5 originally proposed were in addition to the open market property being used to cross-subsidise the development.
- There is always a balance: there will be people who aren't sure, people who don't want it and those that do – it is the Council's job, with the help of the community, to get the right type of development.
- The Council is determined to have the type of housing needed and wanted and to ensure it is designed well.
- "Nothing is written in stone" and when the Parish Council has an outline sketch it will have another consultation meeting at Hennock.
- No decisions have been made so the community needs to turn out to consultation meetings.
- People were also encouraged to come to Parish Council meetings.

6.1. POLICE OFFICER'S REPORT: None.

6.2. COUNTY COUNCILLOR'S REPORT: None.

6.3. DISTRICT COUNCILLOR'S REPORT: Cllr Lorraine Evans reported on the following: (i) South West Mutual Limited [SWML] is hoping to set up a customer-owned high street bank in Devon, Cornwall, Somerset and Dorset. There was a meeting at TDC earlier in the day and Cllr Evans will send the minutes to the Clerk; (ii) There is a planning briefing at TDC on housing numbers on 22nd January; (iii) Tenancies and criteria for agreements is being looked at (consultation ends 11th January); (iv) The new Public Space Protection Order (PSPO) aimed at reducing irresponsible dog ownership is never going to be enforceable as there are not enough environment officers to enforce; and (v) Cllr Evans was approached the previous day by two residents of Buckingham Orchard, Chudleigh Knighton, who are having great difficulty – Cllr Evans will meet a group of four from the Residents Association on Thursday to discuss some of the problems which include sewage & electrical issues – the Chairperson offered the help of the Parish Council.

The Chairperson advised that the Parish Council had asked Cllr Richard Keeling to "call in" the two recent planning applications for Finlake Holiday Park for which there have been 25+ objections and she would like to attend the TDC Planning meeting; Teign Fishing Association also want to speak at the meeting. Cllr Evans did not think they would be considered at the January meeting but she agreed to ask Cllr Keeling to update the Parish Council.

Cllr Evans was thanked for her report and for attending the meeting.

6.4. DARTMOOR NATIONAL PARK PARISH LINK MEMBER'S REPORT: Mr Andrew Cooper reported that DNPA & TDC have had a couple of meetings regarding the proposed affordable housing development at Hennock which have gone well; more meetings are scheduled.

The Chairperson thanked Mr Cooper for attending the meeting.

7. APPROVAL AND SIGNING OF THE MINUTES: The minutes of the Parish Council meeting held on 11th December 2018 were approved and duly signed.

8. MATTERS ARISING FROM THE MINUTES:

8.1. Articles for Parish News: Cllr Charlie Fisher agreed to write an article on the 2019 Local Government Elections. Cllr Chris Webb will put an article in Knighton News on Chudleigh Knighton Neighbourhood Watch and set up Facebook page.

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9. VACANCIES IN THE OFFICE OF PARISH COUNCILLOR/CO-OPTION OF COUNCILLORS: There are still 3 vacancies on the Parish Council.

10. AGREEMENT OF AGENDA BETWEEN PARTS I & II: There were no items which need to be discussed in Part II.

11. FINANCIAL MATTERS AND PAYMENTS:

11.1. Payment of invoices: The Parish Council resolved to make the following payments:

Payee	Chq no.	Purpose	Amount (£)
NEST	Direct Debit	Auto enrolment pension contributions: Employer: £1293.92 less £502.67 = £791.15 [Qualifying earnings for 2018/19 tax year are between £6032 & £46350] x 2% = <u>£15.82</u> Employee: £791.15 x 3% x 80% (as tax is deducted at source) = <u>£18.98</u>	34.80
H Reynolds	2686	Clerk's net salary	1142.71
HMRC	2687	PAYE & NI	213.91
S & W Lygo Engineering	2688	Chudleigh Knighton, Hennock & Teign Village Car parks and Play Parks inspection & cleaning, and cleaning of Hennock and Teign Village bus shelters: £180 Removal of small tree at Teign Village Play Park which had blown over: £50 Fitting of hand grip to Low Rotator at Chudleigh Knighton Play Park: £25	255.00
H Reynolds	2689	Clerk's expenses*	233.13
Hawthorns Accounting Services Ltd	2690	June 2018 – Jan 2019 payroll	88.00
B Richardson	2691	Parish Council grant S137 for Community Christmas dinner provided by the Claycutters Arms on Christmas day: £259 (included in budget) (37 guests x £7 per head) plus grant of £100 received by the Parish Council from Age UK for onward transmission.	359.00
SJB Signs	2692	"Please keep this gate closed" sign fitted to main gate to Chudleigh Knighton allotments: £26 plus VAT £5.20 <i>Cheque to be released on receipt of invoice</i>	31.20
Dartmoor Heathers & Gardens	2693	Parish Lengthsman duties: £169.13 plus VAT £33.83 Parks & Open Spaces; Turf/clods to surround of safety surface of slide at Teign Village Play Park: £64.00 plus VAT £12.80 Hennock phone box: sealed roof, glued & tacked damp proof, resealed windows, cut & placed concrete slabs beneath book shelves to enable legs to be removed & prevent rising damp: £165.40 plus VAT £33.08	478.24

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*Clerk's Expenses £

Working from home expenses	14.00
Stationery: 1 x A4 paper [£2.75]	2.75
Giffgaff "goodybag" – monthly bundle of minutes, texts & data for Parish Council's mobile phone	10.00
Mileage: 11/12/2018: Hennock Village Hall for Parish Council meeting: 12 miles less mileage to/from CKVH of 9 miles = <u>3 miles</u> ; & 31/12/18: Hennock allotments to put up notices re Allotment Association meeting: 12 miles less mileage to/from CKVH of 9 miles = <u>3 miles</u> : TOTAL: 6 miles @ 60.1p per mile	3.60
Postage/stamps (includes 48 2 nd class stamps to CK & Hennock allotment holders re Allotment Association meeting)	10.55
HP 950XL Black ink cartridge £25.40 plus VAT £5.08	30.48
Wix.com website hosting annual fee £93.13 plus VAT £18.62	111.75
JMV Solutions Ltd – Clerk's old laptop wiped for re-use (to be given to Chudleigh Knighton Primary School) £41.67 plus VAT £8.33	50.00
Total	233.13
Cheque No.	2689

The Chairperson advised that there was a really nice comment on Facebook complementing the work of the Parish Lengthsman regarding the clearance of drains and how much it was valued. The Clerk was asked to feed this back to the Lengthsman. The Community Christmas dinner was a great success and all of the helpers received a meal this year.

11.2. Financial Statements: A Receipts and Payments Account and a Bank Reconciliation for the 9 months ended 31st December 2018 were presented to the Council, which showed the current account credit balance of £44540.54 and the Savings Account credit balance of £7,140.00, the balance of which after adjusting for un-presented cheques totalling £445.36, equated to the Receipts and Payments closing credit balance of £51235.18. The Clerk explained that £10.00 had been switched from Administration costs to Parish Plan costs representing room hire [2 x £5] for Parish Plan meetings. It was resolved that the financial statements be approved.

11.3. Review of actuals v budget for 9 months ended 31st December 2018: [Refer to Appendix A] This shows an opening balance of £35905.60 (c£4.8k higher than budget) with total receipts of £48524.05 and total payments of £33194.47 leaving a closing balance of £51235.18. Areas to note are highlighted.

The "Reserve analysis" shows that, assuming expenditure in the last 3 months of the financial year is in line with budget, the closing balance at the year-end will be £32.7K which is £11.7K higher than the original forecast. However, the 2019/20 budget was based on a forecast opening balance of £28.5K and based on the current analysis this is now forecast to be £4.2K higher (at £32.7K) - this is accounted for as follows:

	£K
Additional VAT expenditure	-0.5
S137 expenditure on Battle's Over Commemoration not required	1.9
Election expenses no longer required	2.7
Planters – part of District Cllr's grant spent	0.1
<i>Forecast change in closing balance</i>	<i>4.2</i>

After some discussion, it was resolved that the budget analysis and reserve analysis should be approved. It was noted that Cllr Evans had offered some financial support and the Clerk will seek some assistance with the Clay Lane road signs included in the budget.

11.4. Community Infrastructure Levy [CIL] Policy: [Refer to Appendix B] The anticipated CIL for the proposed Chudleigh Knighton development near Apple Tree Close, Chudleigh Knighton is c£500K of which 15% (£75K) would be passed to the Parish Council. CIL payable for rural areas is £200 p/m². CIL can be spent across the

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Parish. After some discussion, it was resolved that the CIL Policy be approved with the following spending priorities:

- Resurfacing tiled area in Chudleigh Knighton Play Park.
- Resurfacing all existing wet pour (except the area covered in 2016) in Hennock Play Park.
- Highways improvement work near Apple Tree Close, Chudleigh Knighton, for speed reduction.

12. PROPOSED AFFORDABLE HOUSING DEVELOPMENTS:

12.1. Set up a working group to look at the lettings criteria for Hennock affordable housing:

Standing orders were suspended whilst the two members of the public were invited to join the Working Group. There was some discussion regarding possible pecuniary interests given that they both live near the site but it was suggested that they were unlikely to have pecuniary interests in respect of discussing the lettings criteria. However, if they chose to join the Parish Council, they would need to consider the possibility of pecuniary interests in respect of the proposed affordable housing development. Where a councillor has a pecuniary interest, they must leave the room whilst the matter is discussed.

Standing Orders were reinstated and it was agreed that the two residents would consider whether they wish to join the Working Group and advise the Clerk, accordingly.

It was agreed that Cllrs Curran and Dixon should be part of the Working Group and Cllr Curran agreed to ask a local resident whom she thinks will be interested in joining.

13. MAY 2019 ELECTIONS: Cllr Fisher explained that he works for Electoral Services at TDC – the following is a summary of the salient points he raised:

- Local Government elections will take place on Thursday 2nd May.
- Notice of the elections will be issued at the end of March.
- Cllr Fisher will not handle any application papers for Hennock Parish.
- For those wishing to stand for election they must be eligible to be a Parish Councillor, registered to vote in the Parish and have two supporters for the Ward.
- Supporters can only support 8 candidates for Chudleigh Knighton and 3 candidates for Hennock/Teign Village.
- 6 optional descriptive words can be used to describe the candidate.
- Each candidate will be given a copy of the Electoral Register.
- Applications have to be hand delivered to TDC.
- It is the first time Hennock Parish has been warded – it will have 2 wards: Chudleigh Knighton and Hennock/Teign Village.
- Cllr Fisher is happy to help candidates complete their application form.
- TDC is holding an information session for prospective candidates at the beginning of February.

The Chairperson thanked Cllr Fisher for his presentation – he will also write an article for the Parish News.

14. CORRESPONDENCE FOR CONSIDERATION AND ACTION:

14.1. DCC Highways: Email advising that the joint assessment process with the Police [SCARF – Speed Action Compliance Review Forum] has taken place. The results of the objective speed data show that the mean vehicle speeds are 26.9 mph eastbound and 27.4 mph westbound. Having considered the actual measured speeds and accident details, together with engineering and environmental issues, DCC Highways do not consider the situation sufficient to warrant the introduction of speed reducing measures. However, data provided by PCSO Mark Easton following speed checks in the summer for the Community Speedwatch stated that 85% of traffic was going over the speed limit; after some discussion, given the significant discrepancy between the two sets of data, the Clerk was instructed to return to DCC Highways and ask it to revisit this issue.

14.2. Kingsteignton Town Council: copy of letter sent to DCC Highways supporting Hennock Parish Council's request for a traffic count to take place at Clay Lane Bridge with a view to traffic lights being installed.

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Kingsteignton Town Council has also asked that consideration be given to the provision of a new bridge at the location at some time in the future due to the volume of traffic using this route. The Chairperson added that 50 cars had been counted queuing at the bridge one evening recently.

14.3. Lambe Planning & Design Ltd: Email providing an update on the drainage issues at Finlake Holiday Park and an explanation that Haulfryn is treating the issue as a matter of great urgency to resolve as swiftly as possible for all parties – in summary: (1) Quotes to carry out works to expand and replace aspects of the two pumping stations and primary pipework have been received and are factored in to the site’s capital expenditure for 2019; (2) Responses have been provided direct to the Environment Agency for the incidents that previously occurred; the issue reported in November requires more extensive investigatory works which is currently on-going; (3) Tankers are on site and retained on standby for any forecasted heavy rains purely as precautions. Haulfryn have used tankers in periods of heavy rain as a safeguarding measure until they receive the findings of the latest survey that identifies the root cause(s); & (4) Haulfryn are in daily communication with the drainage specialists who are overseeing the drainage surveys being carried out, they are aware of the urgency of the report being completed to allow Haulfryn to take action. It was also noted that other issues need to be addressed such as traffic and people staying at Finlake longer than they are permitted to do so.

15. PLAY PARKS MATTERS: It was noted that the safety surface under the Nest Swing at Chudleigh Knighton Play Park is damaged and needs repairing; the Clerk has this matter in hand.

16. REPORTS FROM PARISH COUNCIL REPRESENTATIVES ON OUTSIDE BODIES: None.

17. MATTERS BROUGHT FORWARD BY PARISH COUNCILLORS: Cllr Curran asked the Clerk to chase TDC regarding the new dog bin for Hennock. It was also reported that residents had complained that not all of their rubbish/recycling was being collected and the Chairperson suggested that they contact TDC direct.

Cllr Fisher has a neighbour who is having difficulty obtaining a disabled parking space near his home; Cllr Fisher agreed to establish the exact nature of the problem.

Cllr Baker confirmed that there had been parking problems on the Plymouth Road outside of the Village Hall in Chudleigh Knighton on Monday evening as a result of people attending “Slimming World” in the Village Hall; concerns were expressed about the ability of emergency vehicles to get through. It was suggested that the Village Hall Committee place some bollards to stop people from parking inappropriately.

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

Tuesday 15th January 2019: Meeting of allotment tenants regarding formation of an allotment association(s) in Chudleigh Knighton Village Hall starting at 7.30pm.

Tuesday 15th January 2019 Allotments Committee meeting in Chudleigh Knighton Village Hall starting at 8.30pm

Tuesday 22nd January 2019 Planning Committee meeting in The Old Library Room, Chudleigh Knighton Village Hall starting at 7.30pm

Tuesday 29th January 2019 Parish Plan Steering Group meeting in The Old Library Room, Chudleigh Knighton Village Hall starting at 7.30pm

Tuesday 12th February 2019 Parish Council meeting in Hennock Village Hall starting at 7.30pm

PART II (Private): None.

As there was no further business the meeting ended at 9.10pm.

..... **Chairperson**

Dated.....