



**MINUTES OF THE PARISH COUNCIL MEETING  
HELD AT CHUDLEIGH KNIGHTON VILLAGE HALL  
ON TUESDAY 11<sup>th</sup> JULY 2023 STARTING AT 7.30PM.**

**PRESENT:** Parish Councillors: Becky Applewood, Chris Applewood, Jasmine Carter, Sarah Lee, Bo McAllister-Bruce, Janette Parker, Pam Rogers, Graham Tully (Chairman) and Kate Willett  
Elly Maynard, Clerk to Henock Parish Council  
Jerry Brook, County Councillor (arrived during agenda item 13)  
Two members of the public

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

Cllr Graham Tully welcomed everyone to the July meeting.

**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 Phil Baker and Carol Godwin, the reasons for their apologies were accepted.  
District Councillor Stephen Purser, District Councillor Suzanne Sanders, District Councillor Andy Swain and Andrew Cooper from Dartmoor National Park Authority 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:** Cllr Sarah Lee declared an interest in agenda item 19.2 regarding a 2<sup>nd</sup> IBC at Henock Allotments, however she left the meeting prior to this agenda item.

**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 Henock spoke to the meeting about her concerns regarding the Henock Miner's Cart Site. Following the felling of the Copper Beech Tree which was planted in 1937 for King George VI's Coronation in 2015 a replacement Cherry Tree was planted in 2016. Unfortunately, that Cherry Tree has died although it is still standing and it is being monitored by our contractor. The Clerk explained to the meeting that the ground is riddled with Honey Fungus and that's what has infected the Cherry Tree, she clarified that there is no mention of honey fungus prior to the felling, there was a large split in the bottom limb reported in the minutes of 11<sup>th</sup> November 2014, in January 2015 it was unanimously resolved that the Copper Beech tree be felled as "the removal of the limb would cause catastrophic damage to the tree." The Clerk told the meeting that she had already sought advice last year from our Tree Warden a qualified ecologist who advised that any replacement tree could have the same demise. After some discussion it was agreed that the Clerk should undertake some research during the Summer Recess and she was asked to add it to the September agenda, the Chairman thanked the resident for bringing it to the parish council's attention.

*ACTION A – The Clerk to undertake research and request advice from our Tree Warden on possible solutions, to research the terms of the Covenant*

**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> June – 30<sup>th</sup> June there was 5 recorded offences in the Chudleigh Knighton and Henock beat code area, some of

these offences are linked. Assault – 2, Harassment - 3. Police responded to 11 other non-crime offences in this period, these include road traffic issues, concerns for welfare, public safety and animal welfare.

PC Hawkins attended Hennock Coffee Morning on Tuesday 4<sup>th</sup> July from 10.30am  
<https://www.hennockpc.org.uk/post/police>

**6.2. COUNTY COUNCILLOR'S REPORT:** Jerry Brook gave an update from Devon County Council including talking about becoming net zero, children and young people's services, highways and the locality budget.

**6.3. DISTRICT COUNCILLORS' REPORTS:**

District Councillor Stephen Purser's report was circulated to councillors prior to the meeting. There were no questions regarding the contents of the report.

**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 13<sup>th</sup> June 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 13<sup>TH</sup> JUNE 2023** The Clerk distributed via email a summary of all actions following June's meeting, all have been completed apart from Action M which is on tonight's agenda item 19.2 and Action O regarding Land Registry and Action P regarding Tree Preservation Orders (TPOs) which are ongoing. There was some discussion on TPOs within the parish. [See Appendix A]

*ACTION B – Re. Action O Land Registry. The Clerk to write again to the Solicitor's to ensure all paperwork completed, not just most recent.*

*ACTION C – The Clerk to keep requested TPOs on our radar. The Clerk to send a link on how you can see where there are existing TPOs to all councillors.*

**9.2. TRAINING AND MEETINGS ATTENDED BY THE CLERK** None

**10. 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:*

*\* Update from Infrastructure and Development Working Group*

*\* Update from Climate Emergency Group*

*\* 20's Plenty*

*\* Teign Village Play Park working group set up to look at refurbishment of Teign Village Play Park*

**11. AGREEMENT OF AGENDA BETWEEN PARTS I & II.** It was agreed 18.4 would be in part II

**12. FINANCIAL MATTERS AND PAYMENTS:**

**12.1. TO CONSIDER PAYMENT OF INVOICES**

**ACTION E - The Council unanimously resolved to approve the following payments and resolved that the Clerk should make the below payments 62 – 79 using online banking with the exception of Scribe voucher 66 which is an automatic Nest payment payable in August.**

Voucher	Cheque	Name	Description	Amount
59	giffgaff CD 752	GiffGaff	Mobile Phone	10.00
			<i>RETROSPECTIVE Auto Debit Card monthly transaction</i>	
60	HINTERNET 0	Heart Internet	Domain Renewal	11.99
			<i>RETROSPECTIVE Auto Debit Card payment yearly. Domain Renewal</i>	
61	POST OFFICE	Post Office Ltd	Postage	13.19
			<i>Postage of Hi vis vests and magnetic Signs to Paul Cary, South West Grounds Maintenance</i>	
			<i>12 x 2nd class stamps for S&amp;W Lygo to return weekly inspection forms</i>	
62		HMRC	PAYE & National Insurance	272.71
63		E Maynard, Clerk	Salary, E Maynard, Clerk	1,352.08
64		E Maynard, Clerk	Working from home expenses	18.00
65		E Maynard, Clerk	Mileage	4.50
			<i>2 x Trips to Hennock and Teign Village to put up agendas / notices / posters</i>	
			<i>Claimed 10 miles @ 45p / mile = £4.50</i>	
66		NEST	Pension	72.54
			<i>AUTO DIRECT DEBIT PAYMENT will be debited in August 2023</i>	
67		South West Grounds Maintenance	Grounds Maintenance Contract	419.40
68		S & W Lygo Engineering	Weekly Inspections	215.00
69		S & W Lygo Engineering	Repairs to CK Play Park	65.00
			<i>Repairs to fence uprights, replace missing chain shackle, removal of wooden dumped ramp from environmental area.</i>	
70		S & W Lygo Engineering	Repairs to TV Play Park	40.00
			<i>To remove broken climbing wall grip, to replace broken feather edge fence panel</i>	
71		Dartmoor Heathers and Gardens	Parish Lengthsman Contract	829.20
72		Dartmoor Heathers and Gardens	Allotment Work - Hennock	432.00
			<i>Hennock Allotments, paths and tracks including those used to be done by volunteers.</i>	
73		Dartmoor Heathers and Gardens	Hedge Cutting	90.00
			<i>Cutting back of hedges to ensure 30mph sign, direction sign and bus stop sign visible, Plymouth Road, Chudleigh Knighton</i>	
74		Chudleigh Knighton Village Hall	Room Hire - CK Village Hall	30.00
			<i>13/06 Full PC Meeting, 27/06/23 Planning Meeting</i>	
75		Abbey Business Machines	Stationery	6.20
			<i>C5 Envelopes and clear tape</i>	
76		Outdoor Play Devon Ltd	Repairs to CK Play Park - Safety Surfacing	594.00
			<i>Emergency repairs to wet pour under Aktiv Zone Climbing Wall, Chudleigh Knighton includes fencing off the area during the duration of the works.</i>	
77		Devon Association of Local Councils	Training - Councillors	291.93
			<i>30/05/23 In House Training for 10 Councillors - Being a Good Councillor £200 + vat</i>	
			<i>9 x paper copies of Good Councillor Guide @ £3.49 each</i>	
			<i>Trainer Mileage £17.10 + vat</i>	
78		The National Allotment Society	Membership	66.00
			<i>Annual Membership, same cost as 2022/23 and 2021/22</i>	
79		Information Commissioner's Office	Membership	40.00
			<i>Annual Membership, same cost as 2022/23 and 2021/22</i>	
<b>TOTAL</b>				<b>4,873.74</b>

**12.2. FINANCIAL STATEMENTS:** A Summary of Receipts and Payments, Bank Reconciliation and Receipts list for the **three** months ended **30<sup>th</sup> June** were sent to the Council prior to the meeting, which showed the current account (Treasurers Account) credit balance of £36,727.72 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 £43,867.72. It was unanimously resolved that the financial statements be approved.

### 12.3. TO CONSIDER THE RESERVES BALANCE

It was unanimously resolved that the reserves balance be approved. [SEE APPENDIX B]

### **13. TO RECEIVE AND CONSIDER THE REPORT REGARDING THE “20S PLENTY FOR DEVON”**

**CAMPAIGN** County Cllr Jerry Brook joined the meeting during this agenda item

Cllr Bo McAllister-Bruce gave a verbal report to the meeting about the 20s Plenty campaign zoom meeting she attended on behalf of the parish council. The salient points were:

- Less Accidents and collisions.
- 20mph limits reduce fuel and pollution.
- Wales has already committed to a national default 20mph limit for urban and village roads, 17th September 2023 is go-live day for 20mph in Wales
- Lots of county campaigns including Cornwall
- Devon County Council’s policy hasn’t changed since 2009, currently only 4-5 a year.

There was a long discussion regarding the campaign and the following points were raised:

- Teign Village doesn’t have pavements
- Although we can show our support for 20s Plenty it won’t be legal
- Jerry Brook is happy to support, promised to speak to Stuart Hughes at Devon County Council
- The schools should be involved
- We should involve our Neighbourhood Beat Manager in correspondence
- How much would flashing signs cost?
- Devon County Council would need to change their policy

Hennock Parish Council made the following resolution:

“Hennock Parish Council supports the introduction of a 20mph speed limit in residential areas of our parish including Chudleigh Knighton, Hennock and Teign Village. Hennock Parish Council will be lobbying to request Devon County Council to adopt 20mph as the default speed limit in residential areas.”

*ACTION F – The Clerk to publish the following statement in our newsletter.*

*Hennock Parish Council made the following resolution at its July full parish council meeting.*

*“Hennock Parish Council supports the introduction of a 20mph speed limit in residential areas of our parish including Chudleigh Knighton, Hennock and Teign Village. Hennock Parish Council will be lobbying to request Devon County Council to adopt 20mph as the default speed limit in residential areas.”*

*ACTION G – The Clerk to email Stuart Hughes and copy in our County Councillor, District councillors x 4, Neighbourhood Highways Officer, Neighbourhood Beat Manager and MP.*

*ACTION H – The Clerk to speak to Bishopsteignton Parish Council to see how much their flashing sign which shows speed and smiley / sad face cost to buy and install.*

*ACTION I – The Clerk to contact other Clerks in Devon via SLCC asking whether other parishes have had any successes with the 20’s Plenty Scheme and if you could share any tips? The Clerk to share these findings with Councillors.*

*ACTION J – The Clerk to include an agenda item on September agenda to give an update, it maybe something the Infrastructure Group can pursue.*

### **14. TO RECEIVE AND CONSIDER THE REPORT FROM THE “INFRASTRUCTURE AND DEVELOPMENT WORKING GROUP INCLUDING PARISH PLAN”**

A verbal report was given to the meeting, the salient points were:

- They looked at existing terms of reference and how they need to be adapted.
- The group want community involvement
- They are going to review the existing parish plan
- Their next meeting is scheduled for September.

*ACTION K – The Clerk to include in our newsletter the following: “*

*“Hennock Parish Council’s Infrastructure & Development Group met on 10 July 2023. Work is ongoing to review and update the Parish Plan, and the Group is looking forward to engaging with the Community over the coming months.”*

## **15. TO RECEIVE AND CONSIDER THE REPORT FROM THE “SUSTAINABILITY WORKING GROUP”**

A verbal report was given following their second meeting, the salient points are:

- Cllr Chris Applewood was elected the Chairman of the group.
- Cllr Kate Willett was elected Vice Chairman / Secretary
- The name of the working group will be “Climate and Sustainability Group”
- They will be reviewing their Terms of Reference (TOR) at their September Meeting
- Projects they want to consider include No Mow May, TPOs, increasing recycling, lobbying to future proof the village, working with the schools.
- First event, Nature Walk, Wednesday 2<sup>nd</sup> August

*ACTION L – The Clerk was asked to setup a dedicated part of the website for the group with subheadings.*  
<https://www.hennockpc.org.uk/climateandsustainability>

*ACTION M - The Clerk to promote the Nature Walk on our Website and Facebook page and provide hi-vis vests for participants.*

## **16. TO CONSIDER THE PROPOSAL TO REFURBISH TEIGN VILLAGE PLAY PARK**

It was unanimously resolved to set up a working group to explore this further. It was agreed that the following councillors would make up the group: Cllr Jasmine Carter, Cllr Pam Rogers, Cllr Becky Applewood, Cllr Kate Willett and the Clerk.

*ACTION N – The Clerk was asked to put the following article into our newsletter:*

*At our July Parish Council meeting a working group currently consisting of 4 councillors and the Clerk was set up to look at the refurbishment of Teign Village Play Park.*

*Over the next few months, they will be carrying out consultations within Teign Village and the wider community, researching suppliers and seeking grant funding.*

*This will be a long process and they will need to consider things like costs, community preferences, equipment for different ages and abilities, inclusivity, popularity and condition of current equipment, materials, sustainability, guarantees and maintenance.*

**17. TO CONSIDER GIVING AUTHORITY TO THE CLERK TO ACT DURING THE SUMMER RECESS**, in consultation with the Chairman or Vice-Chairman, to deal with all urgent and normal business and payments.

It was unanimously resolved to give the Clerk authority.

## **18. PARKS AND OPEN SPACES MATTERS –**

**18.1. To consider any maintenance issues arising from weekly inspections of play parks, car parks and bus shelters in Hennock, Teign Village and Chudleigh Knighton.** None

**18.2. To note the Emergency wet pour safety surfacing repairs under Aktiv Zone Climbing unit at Chudleigh Knighton Play Park** Noted

**18.3. To note that repair work needed to the bench opposite the War Memorial in Hennock** Noted

**18.4. To consider the quotes regarding the repairs to the See Saw in Chudleigh Knighton** To be considered in part II

## **19. ALLOTMENT MATTERS, TO CONSIDER ANY ISSUES ARISING RELATING TO THE ALLOTMENTS**

**19.1.** To note the cutting of Hennock Footpath 1 (which runs alongside the allotments) by Dartmoor National Park and note our new ranger is Bill Allen. Noted

**19.2.** To consider the quote for a 2<sup>nd</sup> IBC at Hennock Allotments. The quote was unanimously accepted. Please note Cllr Sarah Lee who had declared an interest in this agenda item had already left the meeting.

*ACTION O – The Clerk to order the IBC and request our Parish Lengthsman to collect and install.*

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

Cllr Becky Applewood reported that she and Cllr Chris Applewood attended the Dartmoor National Park Forum on Wednesday 5<sup>th</sup> July at Parke, she offered to send out notes on the meeting electronically as we were short on time at this meeting saying she would happily answer any questions arising, this offer was agreed.

Cllr Janette Parker reported that she had attended a Heathfield Community Liaison Meeting and had circulated the minutes by email, the next meeting is scheduled for Monday 21<sup>st</sup> August and Cllrs Chris Applewood and Cllr Bo McAllister-Bruce said they would also happily attend.

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

Cllr Chris Applewood reported that there is no sign of Ash Die back along our part of the Black Path.

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

To confirm the dates of the next Parish Council and Planning Committee Meetings  
*Tues 25<sup>th</sup> July 2023: Planning Committee Meeting starting at 7.30pm, Chudleigh Knighton Village Hall (4<sup>th</sup> Tues)*  
*Tues 12<sup>th</sup> September 2023: Full Parish Council Meeting at 7.30pm, Chudleigh Knighton Village Hall (2<sup>nd</sup> Tues)*

**PART II**

**18.4. To consider the quotes regarding the repairs to the See Saw in Chudleigh Knighton**

Quotes were requested from 3 companies for the following options:

- To Remove and make safe
- To Repair
- To Replace

It was unanimously resolved to choose Contractor C Outdoor Play to replace the two dog ends £690 + VAT.

*ACTION P – The Clerk to request Outdoor Play go ahead with the work subject to the quote being for the whole dog i.e. head, seat and tail being replaced plus that a guarantee is included.*

As there was no further business the meeting ended at 10.00pm

..... Chairman                      Dated.....