

HENNOCK PARISH COUNCIL

MINUTES OF THE MEETING OF HENNOCK PARISH COUNCIL HELD ON TUESDAY 12TH SEPTEMBER 2017 IN HENNOCK VILLAGE HALL STARTING AT 7.30PM.

PRESENT: Cllrs M Curran, B Kelly, P McCullar, J Parker and J Williamson.

County Cllr F J Brook

Marcel Venn of Inox

Rob Wastell

Member of the public: Lyn Allery

Helen Reynolds, Clerk to the Parish Council

PART I (Open to the Public)

1. FILMING AND RECORDING OF MEETINGS: The Chairman 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 Parish Cllr P Baker and the reasons for his absence were accepted. Apologies were also received from District Cllr R Keeling, District Cllr D Laing and Mr Andrew Cooper.

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: Rob Wastell showed the Council his sketch plan/options for a possible development at New Houses, Five Lanes in Hennock which he talked through with members of the Council. His sketch plan/option will be displayed at the forthcoming affordable housing consultation events. The salient points were as follows:

- Land equates to approximately one third of an acre.
- It is owned by two parties.
- The sketch showed five dwellings including one open market house at the end furthest away from Five Lanes and four affordable semi detached self-build houses (3 beds).
- Option one showed two entrances with a separate entrance for the open market house and the second option showed a single entrance. Rob's preference is for a single entrance.
- He has consulted with Highways and the visibility splays work.
- The entrances work for a bin lorry and will allow passing in the lane as there are no passing bays.
- The affordable properties are 100 square metres which is significantly larger than the normal 80 square metres for affordable houses and will allow the development of a family.
- The affordable properties are shown at ninety degree angles to each other so that the impression will be of two large detached properties as you drive in to the village.
- Building materials have not been specified at this stage and Dartmoor National Park Authority [DNPA] have suggested they consider a design code, e.g. oak porches and slate roofs; however, they are mindful that the properties need to be affordable self-builds.
- Rob is quite keen for the open market property to be released so that it can fund the cross subsidy for the self-builds.
- Rob would like the principle approved and then he would offer out the affordable sites i.e. he hopes to obtain outline planning permission to include guidance for materials, orientation, etc. and then the self-builders would apply for full planning permission.
- DNPA are keen for Rob to find two parties to build together – those eligible would be on the self-build register: Janice Alexander of Devon Communities Together has been providing guidance on this.
- In response to a question as to how the affordable self-builds would be funded, Rob acknowledged that it was not without its problems in terms of raising a mortgage: there's a balance as the self-builders have to have sufficient income to repay a mortgage but also satisfy the affordability criteria.

HENNOCK PARISH COUNCIL

- Plot values are very low at £10k per plot.
- DNPA will only consider it as an exception site – there has to be a need and the need has been demonstrated by the Housing Needs survey – the Parish Council would like to fulfil the affordable housing need identified.
- The affordable houses will have to stay as affordable in perpetuity.
- Rob stressed that the plans presented were indicative, sketch plans and these could change before the consultation events following input from DNPA and Teignbridge District Council [TDC]

Marcel Venn of Inox showed the Council his sketch plan/options for a possible development at land near Apple Tree Close, Chudleigh Knighton which he talked through with members of the Council. His sketch plan/option will be displayed at the forthcoming affordable housing consultation events. The salient points were as follows:

Option 1

- 20 affordable units.
- Bids from Registered Providers (Housing Associations) are still to come. Once Inox know how much they will pay Marcel can work out how many open market houses are required to make the project viable.
- There was a £1.3m deficit for the 21 existing affordable houses at Apple Tree Close. Marcel guesses that the deficit for the proposed new development will be £700/800k.
- Each open market house generates £50k of profit to fund the gap/deficit.
- Social rent has been changed to affordable rent which is more expensive.
- TDC has agreed the mix of houses:
 - 4 x 4-beds
 - 4 x 3-beds
 - 6 x 2 beds
 - 6 x 1 beds
- 20 affordable houses in total
- 20 affordable units have been plotted on the plan – the number of open market houses will be determined when Inox know what the deficit will be.

Option 2

- This assumes a Neighbourhood Development Plan or Neighbourhood Development Order [NDP/NDO] is put in place.
- Includes 20 self-build plots half of which would be affordable and half open market.
- The Chairman explained that the Council had decided not to pursue a NDP/NDO.
- There will need to be some protection to ensure the affordable units stay affordable in perpetuity (this can be achieved through a Section 106 agreement)
- TDC has the discretion not to charge CIL [Community Infrastructure Levy] on open market units built to ensure an affordable exception site is viable but it has decided to take the CIL which means Inox has to build more open market houses to achieve viability.

In terms of the consultation events, the Clerk explained that they are community led consultations and not developer led and so the developers are welcome to attend but they are asked to direct people to the officers so that feedback can be independently recorded.

The Chairman thanked Rob and Marcel for attending the meeting.

6.1. Police Officer's report: There were 5 reported crimes for the month of August 2017, as follows: (i) 2 x Domestic Incidents – The relevant agencies have been informed and are helping police with enquiries; (ii) Theft – A folding camping chair has been taken from a tent at a campsite. There are no suspects or witnesses; (iii) A warrant was executed at 2 x properties. A firearm / pistol was found during the search of the premises along with a Class A drug – Cocaine. A male has been charged with 'Possession of a Firearm' and 'Possession with intent to supply a controlled substance'.

The Chairman added that in August residents in Chudleigh Knighton had reported that there had been incidents of children playing "chicken" with the traffic on the road by the Play Park resulting in one motorist

HENNOCK PARISH COUNCIL

having to do an emergency stop. These incidents had been reported to the police but with little response and so Cllr Parker asked PCSO Mark Easton to look in to the problem. PCSO Mark Easton's response was that he presumed the children involved had parents and perhaps they should take more responsibility for them. He would do his best to attend the location when he could.

6.2. County Councillor's report: Cllr Jerry Brook covered the following matters: (i) Road works on the Teign Valley Road: Cllr Brook is trying to get clarification on the road closures as insufficient information has been provided to date; (ii) Potholes & road surfacing: Tegan Preston, Neighbourhood Highways Officer, has been away on holiday but on her return Cllr Brook plans to travel around the district with her, highlighting the "black spots" in terms of pot holes and road surfacing – the Clerk was instructed to email Cllr Brook with a list after reference to councillors; (iii) Funding: Cllr Brook has been able to make a contribution towards the Teign Village water supply but he only has funding equivalent to £1000 per Parish: the Chairman asked, subject to the Council's agreement to a new website, whether Cllr Brook would be able to provide funding of £200 towards a new website – it would be for the benefit of the whole community enabling the Parish Council to get its message to a wide cross section of parishioners; (iv) Drains/gullies on the Hennock to Teign Village road: Cllr Williamson explained that she had met with Tegan Preston in June and they had found all sorts of gullies on the road from Hennock to Teign Village which Devon County Council [DCC] had no record of and Tegan agreed to take various matters forward; however, Jan has not heard anything further. Cllr Brook agreed to mention this to Tegan; (v) Access to Hennock: Cllr Brook agreed to do what he could to improve the signage and stop vehicles using the narrow lanes to Hennock; (vi) New Bridge, Chudleigh Knighton: The Chairman explained that the Parish Council had been in touch with Tegan as it is keen to see a solution to the increasing number of incidents on this bridge; Tegan has advised that introducing a length restriction on the bridge is being considered – this would be unattractive because it would push the traffic from Bovey Tracey through Chudleigh Knighton village. Local opinion is that traffic lights on the bridge would be a solution. Ideally a new bridge is required – if the clay company gave up some land, a new additional bridge could be built alongside the existing listed bridge with each taking one-way traffic. Cllr Brook expressed his doubts about the likelihood of a new bridge being built which he estimated would cost in the region of £200/300K. He agreed to speak to Tegan on this matter; (vii) Broadband: The Chairman commented on the news story that Devon is the worst place in the country for broadband. Cllr Brook explained that District Cllr Amanda Forde had done a huge amount of work with phone companies and a lot of people have connected to the Airband service. Cllr Curran has Airband and reported that it is adversely affected by cloudy or misty weather. Cllr Brook reported that Somerset & Devon connect is still being pursued.

6.3. District Councillor's report: District Cllr Richard Keeling's report was emailed to members of the Council which included reference to the following: (i) Overview & Scrutiny meeting on 17th July 2017; (ii) Planning meeting on 1st August 2017 which included briefings on the Greater Exeter Strategic Plan – there is a need to increase internet speeds and reliability to achieve the aims of the plan - and Newton Abbot Town centre – TDC has developed a plan to regenerate Newton Abbot; (iii) update on the planning application for land at NGR 285932 78878 Station Hill, Chudleigh – the developer's archaeological contractor has exposed remains of a Bronze Age ditched enclosure along with a series of post-holes and stake-holes that suggest the site was used as a ritual site; (iv) Elector Fund – there is a proposal to revise the guidance principles for 2018-19; and (v) guidance principles for Town and Parish (TAP) Fund Scheme 2018-19.

6.4. Dartmoor National Park Parish Link Member's report: None.

7. APPROVAL AND SIGNING OF THE MINUTES: The minutes of the Parish Council Meeting held on 11th July 2017 were approved and duly signed.

8. MATTERS ARISING FROM THE MINUTES:

8.1. Articles for Knighton News and for Hennock and Teign Village Chronicle website including Rural Skip for Chudleigh Knighton: The Clerk was instructed to include the following articles: (i) Affordable housing consultation events on 4th & 5th October 2017; (ii) Hennock & Teign Village rural skip on Saturday 14th October 2017; (iii) reporting anti-social behaviour; (iv) invitation to residents to have their say about the way the Parish Council spends its 2018/19 precept in preparation for budget preparations in October & November.

HENNOCK PARISH COUNCIL

The Chairman commented on how much use was made of the rural skip in Chudleigh Knighton at the beginning of September. The Clerk was instructed to contact TDC and ask if it's possible to have the skip twice a year as it is understood that some local communities have not made good use of the service and so will not receive it next year and, therefore, there may be some spare capacity.

9. VACANCY IN THE OFFICE OF PARISH COUNCILLOR/POSSIBLE CO-OPTION OF COUNCILLOR(S):

There are still two vacancies which the Parish Council can fill by co-option.

10. AGREEMENT OF AGENDA BETWEEN PARTS I & II: There were no items to consider in Part II as Toby Russell of Devon Air Ambulance did not attend the meeting and no further information has been received.

11. CLERK'S SUMMER RECESS REPORT: The Council resolved to accept the report and recommendations, and approved action taken during the recess, including financial payments.

12. MATTERS ARISING FROM THE CLERK'S SUMMER RECESS REPORT:

12.1. Abandoned vehicles in Teign Village Car Park: PCSO Mark Easton has confirmed that the three abandoned vehicles are SORN and owned by residents of Teign Village. Notices will be placed on the windscreens of the vehicles the following day giving notice to remove the vehicles within 28 days of the date of the notice – the cars may not be parked in the car park because the cars are notified "off road" to the DVLA and the car park belongs to the Parish Council. The Clerk was instructed to contact the DVLA to ascertain what action the Council can take if the vehicles are not removed within this timescale.

12.2. Untidy state of former Anchor Inn site: Ms T Salter, landowner, responded to the Parish Council's letter on 30th July 2017 stating that she would get the situation reviewed within the next 10 days. Whilst the weeds have been cut back from the path, the site remains in a poor state and is considered detrimental to the neighbourhood. The Clerk was, therefore, instructed to write again to Ms Salter and ask her to tidy the site, provide her with the contact details of the Council's preferred contractor and advise that if no action is taken the Council will consider taking action under the Building Act 1984 Section 79 item 1.

12.3. Adoption of telephone kiosks in Chudleigh Knighton: The Chairman reported that there are a group of residents in Chudleigh Knighton who would like to take the windows out of the kiosk, rub it down and repaint it – the Council confirmed its agreement to this proposal.

13. FINANCIAL MATTERS AND PAYMENTS:

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

Payee	Chq no.	Purpose	Amount (£)
NEST	Direct Debit	Auto enrolment pension contributions: Employer: £1227.40 less £489.67 = £737.73 (Qualifying earnings for 2017/18 tax year are between £5876 & £45000) x 1% = £7.37 Employee: £7.37 x 80% = £5.90 as tax is deducted at source	13.27
H Reynolds	2529	Clerk's net salary	1102.21
HMRC	2530	PAYE & NI	194.83
S & W Lygo Engineering	2531	Chudleigh Knighton, Hennock & Teign Village Car parks and Play Parks inspection & cleaning, and cleaning of Hennock and Teign Village bus shelters: £180.00 plus extra work carried out as detailed in the Clerk's summer recess report 2017: £185.00	365.00
H Reynolds	2532	Clerk's expenses*	40.95
Chudleigh Knighton Village Hall Committee	2533	Room hire: 14/3, 21/3, 28/3, 25/4, 9/5 & 23/5	66.00
Michelmores Hughes Clients No.2 Account	2534	Yearly rent in advance for Hennock Play Park & Car Park (Hennock Glebe) Rent increased in line with draft minute item 8.3 of the Parish	435.00

HENNOCK PARISH COUNCIL

		Council meeting held on 11 July 2017.	
Dartmoor Heathers & Gardens	2535	Parish Lengthsman duties: £821.00 plus VAT £164.20	985.20
South West Grounds Maintenance	2536	Grounds maintenance contract: £209.30 plus VAT £41.86	251.16

*Clerk's Expenses £

Working from home expenses	14.00
Stationery: A4 paper [£2.75] & punch pockets [£0.90]	3.65
Mileage: 25/8/17 To Hennock & Teign Village to measure and photograph signs for new signage: 13 miles less mileage to/from CKVH of 9 miles = <u>4 miles</u> @ 60.1p per mile	2.40
Postage/stamps	20.40
Replacement spare keys cut for Chudleigh Knighton Play Park notice board [2 keys: one for each side of board]	7.50
<i>Less cash refund for spare keys cut for Chudleigh Knighton Play Park notice board as these keys did not work and an alternative key cutter was used (see above) N.B. claimed with expenses paid on 25/7/17</i>	(7.00)
Total	40.95
Cheque No.	2532

The Clerk was instructed to add to October's agenda the addition of Cllr Kelly and Cllr McCullar to the bank signatories.

13.2. Financial Statement: Receipts and Payments Account and a Bank Reconciliation for the five months ended 31st August 2017 were presented to the Council, which showed the current account credit balance of £34605.18 and the Savings Account credit balance of £7,140.00, the balance of which after adjusting for unrepresented cheques totalling £1420.80, equated to the Receipts and Payments closing credit balance of £40324.38. It was resolved that the financial statements be approved.

13.3. Actuals v budget for 4 months ended 31st July 2017: Please refer to Appendix A which shows total receipts of £19633.01, total payments of £22163.69 and a closing balance of £40337.36 – expenditure for the 4 months to 31st July 2017 is broadly in line with budget. In response to a question from Cllr Kelly, it was confirmed that burials are the responsibility of the respective Churches and not the Parish Council.

13.4. Elector Fund: There will be two funding rounds: September 2017 and February 2018. The total grant available to Hennock Parish Council is £1615 [£1469 electors x £1.10]. The Council built in to its 2017/18 budget the Elector Fund grant for resurfacing Chudleigh Knighton Car Park and part of Black Path on the basis that the remainder of the cost would be met from other grant funding; the cost was estimated at £5000. After some discussion, it was agreed that the Clerk should speak to Keith Lee at Sibelco UK to ask whether Sibelco would be able to help with this project on the basis of a contribution from the Parish Council via an Elector Fund grant of £1615. It was acknowledged that given the tight timescale for the September funding round, it may be necessary to apply in February 2018.

14. AFFORDABLE HOUSING CONSULTATION EVENTS ON 4TH & 5TH OCTOBER 2017: Affordable housing consultation events including possible affordable shared ownership and self build will take place on Wednesday 4th October from 2-8pm in Chudleigh Knighton Village Hall and on Thursday 5th October from 2-8pm in Hennock Village Hall. Cllr Williamson asked why the affordable units in Hennock have to be self-build [See below item 15: response to DNPA Local Plan consultation]. Members of the Council were asked to encourage people to attend the events. Some members of the Working Group were meeting Amy Luxton, Housing Enabling Officer, on Thursday 21st September to prepare for the consultation events; Amy will provide the Clerk with an indication of what will be presented at the events so that it can be circulated to members for comments ahead of the prep meeting. The Clerk was instructed to circulate an email to members to establish who can attend the consultation events and at what times.

HENNOCK PARISH COUNCIL

15. DARTMOOR LOCAL PLAN – PARISH/TOWN CONSULTATION: After some discussion, the Clerk was instructed to respond to questions 3 & 4 as follows:

Question 3: Thinking about the key policies of the local plan. Do you believe they allow the right type and amount of development in your settlement considering its size, services, facilities, and other planning considerations?

Response: The Parish Council would like to see more flexibility to allow ready built affordable houses for social rent as well as self-builds. This would help the Council take forward its desire to fulfil the affordable housing needs identified in the recent Housing Needs report.

Question 4: In the current Local Plan the Local Centres have settlement boundaries, the Rural Settlements do not. Do you believe your settlement should have a settlement boundary?

Response: Hennock does not have a settlement boundary but the Parish Council understands that if one was to be drawn up it would sit closely with what is already there in built form and the Council does not, therefore, think that a settlement boundary is necessary at this time.

16. NEW BRIDGE - CONSIDER POSSIBLE SOLUTIONS TO INCREASING NUMBER OF INCIDENTS ON THIS BRIDGE: [Also refer to item 6.2.] If a length restriction is placed on the bridge, as suggested by DCC Highways, the traffic from Bovey Tracey would then pass through Chudleigh Knighton village which would not be desirable. It was agreed that a north bound slip road on to the A38 would solve a lot of the traffic problems in Chudleigh Knighton.

17. NEW WEBSITE FOR THE PARISH COUNCIL: The Clerk had been asked by the Chairman to investigate the creation of a new website for the Council and gain some ballpark costs for the Council to consider at its September meeting. The Clerk had spoken to George Brewer of Bovey Tracey about creating a new website for the Parish Council as the existing site is not very inviting, too busy and does not look good on a mobile device. Creating websites is not George's full time job but he undertakes such work on a freelance basis as required. George has recommended that the Council buys an off the shelf platform from Wix.com and then he can customise it for the Council to include creating graphics and reproducing photographs as required. He can advise in terms of liaising with Heart Internet, etc. In terms of cost, George recommends the most popular platform from Wix for entrepreneurs which costs £7.76 per month – c £93p.a and this compares with the annual fee paid to Heart in February of £93.12 plus VAT. There is no upfront charge for the platform. George's fee is estimated to be in the order of £150/200 based on about 10 hours work. George is a personal friend of the Clerk but as it will be the Council's decision and not hers as to whether he is contracted to undertake the work there will be no "interests" issues. This is not in the current year's budget but it is a fairly modest investment which can be funded from reserves and will improve the Parish Council's profile, professionalism and, most importantly, the accessibility of information for residents of the Parish. After some discussion, the Council unanimously resolved that the Clerk should ask George Brewer to create a new website for the Parish Council with expenditure capped at £300. The website should include the ability for the Council to carry out surveys.

18. CORRESPONDENCE FOR CONSIDERATION AND ACTION:

18.1. TDC: Date for Hennock & Teign Village rural skip service is Saturday 14th October 2017 from 10am – 4pm – roadside along Hazel Crest Terrace, Hennock.

18.2. BHIB Insurance Brokers: BHIB has confirmed that apart from a small change in Insurance Premium Tax, the coverage and premium for the Council's next renewal will remain the same. In addition, the National Association of Local Councils has agreed a partnership with BHIB to provide tailor made support to local councils. In view of this, further quotes will not be sought.

18.3. TDC: TDC is launching a litter prevention campaign on 25th September 2017; this includes the launching of a new Report It web form at the end of September.

HENNOCK PARISH COUNCIL

18.4. Stuart Whiteford, Sun Farming UK Ltd: Invitation to meet with Stuart in Part II to discuss a Community Solar Scheme. After some discussion, it was agreed that Stuart Whiteford should be invited to speak in Part II at the September Planning Committee meeting. The Clerk was instructed, accordingly.

19. PLAY PARKS MATTERS: There were no new matters to report.

20. REPORTS FROM PARISH COUNCIL REPRESENTATIVES ON OUTSIDE BODIES: Cllr Kelly represented the Parish Council at the raising of the Red Ensign Flag outside the hall of Old Forde House on 1st September 2017.

Cllr Parker attended a Chudleigh Knighton Village Hall Committee meeting and reported that the Committee has secured the following funding: £5000 from Rural Aid, £10000 from the Lottery fund, £500 from County Cllr Jerry Brook, £2000 from the local community and it has put in a bid to the National Grid for funding solar panelling and low energy lighting for the hall.

21. MATTERS BROUGHT FORWARD BY PARISH COUNCILLORS: Cllr Kelly reported that he has not had any success in securing a bugler for an event on 11th November 2018. Cllr Curran agreed to ask a resident of Hennock. The Clerk was instructed to add this matter to the October agenda.

Cllr Curran requested that dog bins for Hennock and Teign Village are added to the October agenda.

Cllr Williamson confirmed that Teign Village Allotment Association is still going ahead with a community plot and 2 plots have been set aside for this. It is waiting to hear from Tesco Bags of Help funding.

Cllr Parker reported that residents have expressed concern about the absence of a barrier between the carriage way and the cycle/footpath on the A38 which leads from Chudleigh Knighton (South bound) to the new cycle bridge over the A38. The Clerk was instructed to refer this matter to County Cllr Jerry Brook. She also reported that Bellamarsh footbridge had been replaced and the footpaths had been re-opened.

The Chairman referred to the lack of apologies from absent councillors which was not helpful.

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

Tuesday 19th September 2017: Allotments Committee meeting in Hennock Village Hall at 6.30pm

Tuesday 26th September 2017: Planning Committee meeting in The Old Library Room in Chudleigh Knighton Village Hall at 7.30pm.

Tuesday 10th October 2017: Parish Council meeting in Chudleigh Knighton Village Hall at 7.30pm

PART II (Private)

23. DEVON AIR AMBULANCE POSSIBLE NIGHT LANDING SITES: In the absence of Toby Russell and any further information, this matter was deferred until the October meeting.

As there was no further business the meeting ended at 9.40pm.

..... **Chairman**

Dated.....