

## HENNOCK PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 11<sup>TH</sup> JUNE 2019 IN HENNOCK VILLAGE HALL STARTING AT 7.30PM.

**PRESENT:** Parish Councillors: P Baker, R Dixon, S Edmonds, S Edwards [co-opted during the meeting], C Fisher, J Parker [Chairperson] and C Webb [Vice-Chairman]  
County Councillor Jerry Brook  
District Councillor S Purser  
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 Curran and the reasons for her absence were accepted. Apologies were also received from District Cllr L Evans, District Cllr R Keeling and Mr A Cooper, Dartmoor National Park Authority [DNPA] Parish Link Member.

**3. DECLARATION OF INTEREST FOR ITEMS INCLUDED ON THE AGENDA & A REMINDER TO COUNCILLORS TO UPDATE THEIR REGISTER OF INTERESTS WHERE APPROPRIATE:** Cllr Parker declared a non-pecuniary interest regarding minute item 13. Defibrillators for the Parish when she suggested that the Council consider applying for a grant under the Tesco Bags of Life scheme.

**4. REQUESTS FOR DISPENSATIONS:** Dispensation requests were received from Councillors P Baker and S Edwards (after she was co-opted – refer Minute item 9) regarding discussion and voting on the Parish precept – as council tax payers they will be paying the Parish precept and therefore have pecuniary interests. The Clerk granted each councillor a dispensation to both speak and vote on the Parish precept until May 2023 because, without dispensations, insufficient members of the Parish Council will be able to participate in the debate or vote. The dispensation requests are therefore in the interests of all residents of Hennock Parish.

**5. PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO SPEAK TO THE COUNCIL ABOUT MATTERS WHICH CONCERN THEM:** None.

**6.1. POLICE OFFICER'S REPORT:** Cllr Webb reported that monthly police reports will no longer be provided. PC Stephen Hodges attended the Annual Parish Meeting in March, representing a new team, letting people know who the team was, encouraging residents to report crimes and expressing the desire to be more approachable and easier to contact - this was very much welcomed by the Parish Council but, subsequent to this, the monthly police reports have stopped. After some discussion, the Clerk was instructed to write to Chief Superintendent Keith Perkin and Mrs Alison Hernandez, Police and Crime Commissioner for Devon, expressing the Council's concern at this decision and requesting that the monthly reports are re-instated.

**6.2. COUNTY COUNCILLOR'S REPORT:** Cllr Jerry Brook reported as follows: (i) A new Chairman and Vice-Chairman have been appointed to Devon County Council [DCC]; Cllr Claire Wright of Otter Valley put forward a motion for a 10 point green plan which was to be considered by the Cabinet the following day – 2 of the points refer to the use of glyphosate on the back of the judgement in America. Cllr Wright is asking DCC to cease using glyphosate pesticides which does raise some issues for DCC tenant farmers; (iii) More money was made available in the budget for Children and Young People services. DCC is still pursuing fairer funding for schools in Devon – there is nearly a £300 per child differential; (iv) In response to a question from the Chairperson, Cllr Brook agreed to find out what he could in terms of what rates of funding DCC gives to people with additional needs/requirements for care in the home; (v) In response to a question from Cllr Dixon, Cllr Brook asked the Clerk to email him details of potholes/problems with the roads in the Parish and he will come and have a look with the Neighbourhood Highways Officer.

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**6.3. DISTRICT COUNCILLOR'S REPORT:** Cllr Stephen Purser introduced himself and explained that he and Cllr Terry Tume had been elected to represent the Teign Valley Ward which includes Hennock and Teign Village. He reported as follows: There have been major changes at TDC with (i) 20 new councillors; (ii) control switched to the Liberal Democrats; (iii) Cllr Richard Keeling has become Chairman of the Council; (iv) Cllr Gordon Hook has become the Leader of the Council; and (v) there are 7 new portfolio holders. In the next few months there will be new policies and the direction of change will become clear. A climate emergency was declared before the election with the aim to make TDC carbon neutral by 2035.

Cllr Purser confirmed he will represent Hennock and Teign Village and he is happy to be contacted by email or telephone. Cllr Webb requested that his future reports include what he is doing in Hennock and Teign Village in addition to TDC news.

A written report was provided by District Cllrs Lorraine Evans and Richard Keeling which included Teignbridge District Council's [TDC] Local Digital Declaration – a shared ambition for the future of local public services and an update on Connecting Devon and Somerset.

**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 14<sup>th</sup> May 2019 were approved and duly signed.

### **8. MATTERS ARISING FROM THE MINUTES:**

**8.1. Cllr Baker's declaration of acceptance of office:** Cllr Baker made his Declaration of Acceptance of Office and undertook to observe the Code of Conduct which was duly signed before the Clerk.

**8.2. Footpath Warden volunteers:** 4 people have volunteered to become involved and a meeting has been arranged with 3 of the volunteers, the Clerk and Johnathan Rowlands, DCC's Public Rights of Way Office, on 19<sup>th</sup> June to discuss the role.

**8.3. Black Path, Chudleigh Knighton:** The Clerk met with Jamie Heron of Sibelco on 7<sup>th</sup> June to discuss the water ingress and resurfacing: the root cause of the water ingress problem appears to be from a mains water leak on the heath on the opposite side of the B3344 which South West Water [SWW] has previously and repeatedly refused to accept responsibility for – SWW is now addressing the issue and it is hoped that this will solve the problem on Black Path – if there is still water ingress in the summer, Sibelco will look again at the small pipe which it placed under the path last year. With regard to resurfacing the path, the Parish Council proposed that Sibelco resurface the whole path, including the section owned by the Parish Council, on the basis that the Council will make a contribution of £5000 towards the work to be funded from Section 106 monies. (The path is well used by a cross section of the community including those with mobility scooters and is very uneven in places – resurfacing will improve accessibility for the wider community). Subsequent to the meeting, Sibelco has advised that it will not carry out any work without a total cost for the whole project from the Parish Council; the Clerk is pursuing this. The Clerk was asked to seek some compensation from SWW towards the resurfacing cost.

**8.4. Hennock Primary School/discussions re outside play space:** The Clerk met with one of the Parish Council's preferred contractors at Hennock Play Park on 28<sup>th</sup> May to discuss the access to the grass area above Hennock Play Park. The possible work needed to open up the access for children to play football included the following:

- Replacement of 4/5 posts to the wooden fence on the boundary to the area (ideally the fence needs to be replaced as it is really quite wobbly in places).
- 4/5 ft high netting on top of the fence to prevent a football coming over the fence in to the Play Park or Car Park.
- Trees to be cut back along the wall of the Old Vicarage as these are encroaching on about a fifth of the land.
- Tree and brambles to be cut back on the Hazel Crest side of the land.
- Hawthorn on the top side (which is encroaching on to the land by about 5ft) to be cut back.

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- Cut in to the metal fence at the rear of the Play Park and install a gate, steps & railing to the grass area and a gate at the top.
- Extend the wooden fence on the Play Park boundary to prevent access from the stepped area to the Car Park.
- Regular maintenance/cutting of the grass/nettles.

There is a considerable slope to the land (in the order of a 4/5ft drop from the back to the front) and so, arguably, it is not conducive to playing football. The aforementioned has been conveyed to Sarah Clarke, Head of Hennock Primary School, who has been asked whether the School would consider opening up its playground after school hours.

The Council leases the land from the Exeter Diocesan Board of Finance (so it would need the landlord's permission for any proposed work) and the Clerk has asked the Diocesan if it has any other land which might be suitable for this purpose.

The Clerk subsequently spoke to the Parish Council's Grounds Maintenance Contractor regarding the cost of maintaining the grass above Hennock Play park which is currently cut twice a year; the cost of monthly cuts would be as included in the existing contract "per additional occasion". The Grounds Maintenance contractor suggested access could be achieved with timber steps leading up from the corner of the Car Park and running alongside the existing Play Park fence. At the moment he has to climb over the fence to cut the grass which is not ideal and he also advised that the fence is wobbly and needs repairing. He didn't think the slope of the land was that big an issue and felt that the Council could put in some timber steps (in the order of 11) with railings on each side, a wooden gate at the top, repair the fence, cut the overgrown hedge and brambles (not the Vicarage trees), and remove the cut vegetation.

The Parish Council would need to consider the risks associated with accessing the area from the Car Park rather than the Play Park - children would be leaving the grass space and coming down in to the corner of the Car Park rather than in the middle of cars, it is a quiet Car Park and children are likely to have crossed a road to get to the Car Park/Play Park and so this may be considered an acceptable level of risk. It could also be argued that there should be some access to this space anyway given that it needs to be maintained.

Some of the councillors met at the Car Park/Play Park immediately prior to the Parish Council meeting to consider the aforementioned suggestions - the general consensus was that the slope to the land is an issue and, with the existing height of the fence, a football is likely to constantly end up in the Play Park or beyond. After some discussion, it was agreed that a working group should be set up to look at the options; Cllr Dixon agreed to liaise with Cllr Curran in this respect and the Clerk was asked to add a request for suitable land to the Parish News.

**8.5. Untaxed vehicles in Teign Village and Hennock Car Parks:** The National Association of Local Councils [NALC] has confirmed that the Parish Council does have the power to remove the vehicles from its car parks under The Refuse Disposal (Amenity) Act 1978 but it must give 15 days' notice of the proposed removal. TDC use Allparts in Exeter and the Clerk has spoken to Allparts who has confirmed that it would not charge for removal of the vehicles but would take the value from the scrapped vehicles. Allparts would expect the Parish Council to issue the required notices and contact them on expiry of the notice period. After some discussion, the Clerk was instructed to ask NALC whether a notice placed on the vehicle's windshield is sufficient given that the Parish Council does not have access to the DVLA database. The Council resolved that the Clerk should instruct Allparts to remove and scrap the vehicles subject to the required notice being given and subject to NALC's confirmation regarding the means by which the notice is given.

**8.6. Unpresented cheque in payment of Hennock Village Hall invoice:** The person responsible for the Village Hall's bookings has confirmed receipt of the cheque for £96.00 in February but the cheque has not yet been banked.

**8.7. Results of the ballot for appointment of Parish members to Dartmoor National Park Authority:** Mrs Catherine Pannell (South Brent) and Mr Philip Vogel (Ashburton) were duly elected for the South Hams/Teignbridge Ward.

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**8.8. Operation London Bridge:** Responses are awaited from St Paul's Church, Chudleigh Knighton, and the Teign Village Allotment Association but St Mary's Church, Hennock, is meeting on 17<sup>th</sup> June to discuss this matter. Rev'd Graham Hamilton has asked whether the Parish Council would like a civic service on the first possible Sunday after the announcement and, after some discussion, the Council agreed that it would like a civic service – the Clerk was instructed to respond, accordingly.

**8.9. Finlake Holiday Park:** In response to a letter from the Parish Council, Mel Stride MP has sent a letter addressed to him from the Environment Agency [EA] which the Chairperson read to the Council, the salient points of which are as follows: Since issuing a Formal Warning Letter in November 2018 the EA has remained in regular contact with Haulfryn, the owners of Finlake Holiday Park. The frequency of inspections on the sewage pump stations has increased. A full survey on the site's drainage system has been undertaken and the infiltration problems have been addressed through a £54K programme of works. The misconnections remain to be resolved but the installation of additional emergency storage tanks is planned. Haulfryn is being advised on the development of a longer-term strategy for management of foul and surface water drainage at the site. While the EA considers that Haulfryn is now committed to investment in the site's sewerage infrastructure and the resolution of the long-standing issues it has caused, the EA will continue to ensure that the advice provided is implemented and brings about the improvements required.

After some discussion, the Clerk was instructed to: (i) Respond to Mel Stride, subject to James Rooth's agreement, highlighting that the programme of works amounting to £54K were undertaken before the pumping station failed again on 28<sup>th</sup> April resulting in a discharge of effluent in to James Rooth's stream; and (ii) send a copy of the letter to Mel Stride and the EA response to the Head of Planning at TDC and copy in Cllr Richard Keeling.

**8.10. Visibility at the triangle at Dunley Cross:** As there had been a number of complaints/concerns regarding the visibility at Dunley Cross and DCC's contractors were not scheduled to cut it for another 3 weeks, the Parish Council's Lengthsman cut the grass to clear the visibility on 23<sup>rd</sup> June.

**8.11. Articles for Parish Council News including 3 new grant fund streams announced by Devon County Council:** The Clerk was instructed to add the following articles to June's Parish Council News: (i) Climate emergency declared by Parish Council and a request for people to join a working group to develop and take forward plans – refer to minute item 12; (ii) A request for some land in Hennock suitable for children to play football – refer to minute item 8.4; and (iii) 3 new grant fund streams announced by DCC to replace the Communities Together Fund.

**9. VACANCIES IN THE OFFICE OF PARISH COUNCILLOR/CO-OPTION OF COUNCILLOR:** Sylvia Edwards introduced herself to members of the Council: she was born in Hennock and lived in Teign Village until 1989, she moved away and returned after 3 years. Her parents live in the village and her father was previously the Chairman of the Parish Council. Her children attended Hennock Primary School but they have left home and Sylvia feels that she has more time to do what she can for the Parish. Sylvia would like to represent Teign Village which she feels has been forgotten. Sylvia acknowledged that it was a 4-year term of office and the Council unanimously voted to co-opt her to the Council. She signed the Declaration of Acceptance of Office before the Proper Officer of the Council and agreed to complete the Register of Interests form and return it to TDC within 28 days of her co-option. Cllr Edwards also provided a signed and written authority for the Clerk to send her summons to attend meetings (agendas), minutes and all associated papers by email.

**10. AGREEMENT OF AGENDA BETWEEN PARTS I & II:** It was agreed that item 20 should be considered in Part II because the quotes are commercially sensitive.

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### 11. FINANCIAL MATTERS AND PAYMENTS:

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

Payee	Chq no.	Purpose	Amount (£)
NEST	Direct Debit	Auto enrolment pension contributions: Employer: £1319.50 (gross salary) less £512 = £807.50 [Qualifying earnings for 2019/20 tax year are between £6136 & £50000] x 3% = <u>£24.23</u> Employee: £807.50 x 5% x 80% (as tax is deducted at source) = <u>£32.30</u>	56.53
H Reynolds	2733	Clerk's net salary	1159.74
HMRC	2734	PAYE & NI	210.33
S & W Lygo Engineering	2735	Chudleigh Knighton, Hennock & Teign Village Car parks and Play Parks inspection & cleaning, and cleaning of Hennock and Teign Village bus shelters: £180; & To paint out graffiti/red line on bus shelter next to former Anchor Inn site: £80.00	260.00
H Reynolds	2736	Clerk's expenses*	56.10
Chudleigh Knighton Village Hall	2737	Room hire from 2/4/19 – 30/4/19	21.00
Clarity CIC	2738	First of two payments for consultation with young people as part of the Parish Plan update. Consultation funded from Communities Together Fund <i>(Clarity have done a session with Hennock Primary School on 7 June and are booked in with Chudleigh Knighton Primary School next week)</i>	1000.00
Dartmoor Heathers & Gardens	2739	Parish Lengthsman duties: £352.60 plus VAT £70.52 Allotments: Strimming paths at Hennock allotments: £25.00 plus VAT £5.00	453.12
South West Grounds maintenance	2740	Grounds maintenance: £327.90 plus VAT £65.58	393.48

#### \*Clerk's Expenses £

Working from home expenses	14.00
Stationery: Punch pockets [£2.00] & A4 paper [£2.95]	4.95
Giffgaff "goodybag" – monthly bundle of minutes, texts & data for Parish Council's mobile phone	10.00
Mileage: 28/5/2019: To Hennock Play Park to meet contractor to discuss access to grass area: 12 miles less mileage to/from CKVH of 9 miles = <u>3 miles</u> @ 60.1p per mile	1.80
Postage/stamps	25.35
<b>Total</b>	<b>56.10</b>
Cheque No.	2736

11.2. **Financial Statements:** A Receipts and Payments Account and a Bank Reconciliation for the two months ended 31<sup>st</sup> May 2019 were presented to the Council, which showed the current account credit balance of £47499.77 and the Savings Account credit balance of £7140.00, the balance of which after adjusting for unrepresented cheques totalling £408.00, equated to the Receipts and Payments closing credit balance of £54231.77. It was resolved that the financial statements be approved.

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**11.3. Review the Community Infrastructure Levy (CIL) policy:** It was agreed that the priorities should remain as agreed at the Annual Meeting of the Parish Council held on 14<sup>th</sup> May 2019.

**11.4. Receipt of Communities Together Fund grant from Chudleigh Town Council:** £614.00 was received by the Parish Council from Chudleigh Town Council on 24<sup>th</sup> May 2019 in respect of the joint venture to undertake consultations with young people in Hennock Parish by Clarity to form part of the Parish Plan consultation process.

**12. STATE OF CLIMATE EMERGENCY:** Cllr Ruth Dixon talked through her motion on the state of the climate emergency [refer to Appendix A which includes some minor amendments agreed at the meeting]. The main message is that we must stop talking about climate change, it's a climate emergency. The paper sets out some of the things the Parish Council can do practically, for example, planning observations should insist on the highest specifications for insulation for new builds & extensions, develop sustainable water use at the allotments, and promote upcycling & "men in sheds". After some discussion, the Council resolved that it should declare a climate emergency and set up a working group to consider everything the Parish Council does – this should be time-limited to 12 months for recommendations to be presented to the Council. Cllr Steve Edmonds agreed to head up the working group (including Cllrs Ruth Dixon and Charlie Fisher) which should also include members of the community with experience, skills, or energy & enthusiasm. The Clerk was instructed to add the Declaration of Climate Emergency to the website and seek volunteers for the working group through the Parish News.

Cllr Dixon was thanked for her excellent work in putting together this motion.

**13. DEFIBRILLATORS FOR THE PARISH:** Cllr Chris Webb had undertaken some research with South Western Ambulance Service regarding the provision of a defibrillator for Chudleigh Knighton; it provides the option of a Defibrillator Accreditation Scheme whereby the defibrillator is purchased or the option of a Community Public Access Scheme where the defibrillator is loaned on a 4-year agreement. [In 2015 the Parish Council installed a defibrillator [AED] in Hennock at the Primary School at a cost of £2195 (including the cabinet and training); this was funded by donations (£1300), District Cllrs Community Funds (£365) and from Section 137 (£530)]. It was generally accepted that the Village Hall would be the most suitable location in Chudleigh Knighton. The Council's budget for 2019/20 includes a defibrillator for the Teign Village phone box at a cost of £2195 but this assumes it is grant funded and the source of the grants has yet to be identified. Cllr Sylvia Edwards advised that a defibrillator at the Teign Village football club is being considered; however, the access gate is padlocked and so accessibility was questioned. It was generally agreed that the Social Club would be a more suitable location being in the centre of the village. After some discussion, it was agreed that Teign Village was a greater priority than Chudleigh Knighton and funding should be sought from the County and District Councillors and consideration should be given to applying for funding from the Tesco Bags of Life scheme.

Cllr Webb was thanked for bringing this matter forward.

**14. NOMINATIONS FOR THE ELECTION OF DALC COUNTY COMMITTEE 2019-2023:** None.

### **15. CORRESPONDENCE FOR CONSIDERATION AND ACTION:**

**15.1. DALC:** Newsletter including: (i) Training for councillors; & (ii) VE Day 75 – plans have been outlined for the 75<sup>th</sup> Anniversary of VE Day which takes place next year. The weekend of 8<sup>th</sup> – 10<sup>th</sup> May 2020 will be an international celebration of peace. The Clerk was instructed to add VE Day 75 to the July agenda noting that the May Bank Holiday has been changed from Monday 4<sup>th</sup> May 2020 to Friday 8<sup>th</sup> May 2020.

**15.2. TDC:** Raising of the Armed Forces Flag on Monday 24<sup>th</sup> June at 10am – Vice-Chairman, Cllr Chris Webb, to attend on behalf of Hennock Parish Council.

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**15.3: DNPA:** Invitation to National Park Forum on Wednesday 10<sup>th</sup> July at 2pm and a request for agenda items: Cllr Steve Edmonds to attend on behalf of the Parish Council.

**15.4. TDC:** Invitation to attend Planning Cafes on Monday 8<sup>th</sup> July (9.30am – 12.30pm) at Exminster and Tuesday 9<sup>th</sup> July (5 -8pm) at TDC.

**15.5. St Paul's Church, Chudleigh Knighton:** Letter of thanks for £300 grant.

**15.6. St Paul's Church, Chudleigh Knighton:** Request for the Parish Council to consider holding an annual civic service. After some discussion, the Clerk was instructed to thank Rev'd Paul Wimsett for his kind offer but decline the invitation to hold an annual civic service.

**16. PLAY PARKS MATTERS:** There were no new issues to consider.

**17. REPORTS FROM PARISH COUNCIL REPRESENTATIVES ON OUTSIDE BODIES:** Cllr Ruth Dixon is on Hennock Fayre's organising committee – the fayre takes place on 11<sup>th</sup> August and it was acknowledged that the Parish Council is considering taking a stall.

Cllr Janette Parker attended Chudleigh Knighton Primary School where Tomas Williams, Senior Education and Engagement Officer from Parliament, gave a presentation and asked questions of the children regarding the UK Parliament. He is particularly interested in engaging with young people and the Clerk was instructed to pass on his contact details to Hennock Primary School.

**18. MATTERS BROUGHT FORWARD BY PARISH COUNCILLORS:** Cllr Charlie Fisher asked when the Parish Plan Steering Group would like the collation of the survey results and it was agreed that the Steering Group would meet again on Tuesday 16<sup>th</sup> July at 7.30pm in The Old Library Room, Chudleigh Knighton Village Hall, when it will consider the results.

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

Tuesday 25<sup>th</sup> June 2019: Planning Committee meeting in The Old Library Room in Chudleigh Knighton Village Hall at 7.30pm.

Tuesday 9<sup>th</sup> July 2019: Parish Council meeting in Hennock Village Hall starting at 7.30pm.

**PART II (Private):**

**20. CONSIDER QUOTES IN RELATION TO RURAL AID APPLICATION FOR REFURBISHING/RESURFACING THE TILED SAFETY SURFACES AT CHUDLEIGH KNIGHTON PLAY PARK:** The Council considered quotes from 3 companies as detailed in Appendix B.

Whilst Company A's quote is not the cheapest, Company A will provide a 5-year guarantee which Company B will not. Company B has recommended that the Council do not cap over the tiles despite the suggestion to do so coming from this Company in October 2018. Although the Parish Council has not capped over tiles in the past, it has been pleased with recent wet pour surfacing undertaken by Company A which capped over existing wet pour surfacing. The Parish Council has received quotes from Company C in the past but it does not have any experience of its work and the quote provided is just over £400 more expensive than that of Company A.

After some discussion, given Company B's lack of appetite to undertake the work & lack of guarantee and Company C's more expensive quote, the Council unanimously agreed to accept the quote from Company A (Outdoor Play Devon Ltd) for £8948 plus VAT (following a positive decision on its Rural Aid application) subject to the following:

- A successful outcome to the Parish Council's Rural Aid funding request for £5000 - a decision on this will be made on 17<sup>th</sup> July 2019.
- £3687 to be funded from Section 106 Apple Tree Close monies.
- £261 to be funded from the Parish Council's Parks & Open Spaces (Repairs) budget for 2019/20.
- The work being done in September after the school summer holidays.

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

..... **Chairperson**

**Dated**.....