

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD AT CHUDLEIGH KNIGHTON VILLAGE HALL  
ON TUESDAY 12<sup>th</sup> OCTOBER 2021 STARTING AT 7.30PM.**

**PRESENT:** Parish Councillors: Phil Baker, Sylvia Edwards, Charlie Fisher, Pete McCullar, Janette Parker [Chairperson], Emma Sueref, Graham Tully and Kate Willett.  
Elly Maynard, Clerk to Hennock Parish Council

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

The Chairperson welcomed everyone to the October parish council meeting. She also ensured everyone understood the Covid restrictions we had put in place.

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

**2. TO ACCEPT APOLOGIES FOR ABSENCE:** Apologies were received from District Councillor Richard Keeling. The Chairperson let the meeting know that she had received the resignation of Cllr Steve Edmonds that evening and he will be sadly missed by the parish council.

**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:** None

**6.0. REPORTS FOR INFORMATION**

**6.1. POLICE OFFICER'S REPORT:** The meeting were reminded that there is a drop-in Police Surgery on Thursday night at Chudleigh Knighton Car Park 7pm – 8pm.

**6.2. COUNTY COUNCILLOR'S REPORT:** County Council Jerry Brook spoke after agenda item 10 as he arrived late to the meeting. He covered the following topics:

- Devon County Council's Children's Services were judged to be inadequate following inspection by Ofsted in 2020. He explained that lots has been going on to improve the service.
- The vaccination programme will be run out to schools.
- Afghan families are being rehomed in temporary bridging accommodation in an Exmouth as part of the government's refugee resettlement programme.
- "Learn while you earn" apprenticeships
- Climate Change
- The Bus Network. Within our parish it was noted by Councillors that the service offered by Stagecoach is "town to town" compared to Countrybus that goes around estates. Hennock and Teign Village only have 1 bus a week.
- The positioning of a pedestrian crossing in Chudleigh Knighton

*ACTION – The Clerk to contact our Neighbourhood Highways Officer to organise a study of traffic flows.*

**6.3. DISTRICT COUNCILLORS' REPORTS:** District Councillor Richard Keeling sent his apologies, his and Cllr Lorraine Evans report was circulated by email prior to the meeting.

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

**6.5. Neighbourhood Highways Officer:** None. There was no report provided, the Chairperson commented that it's good that works on the traffic lights at New Bridge, Chudleigh Knighton have now started.

*ACTION: The Clerk was instructed to report a) overhanging vegetation on Plymouth Road, Chudleigh Knighton b) Overhanging Vegetation over footway on B3344 before Finlake to Devon County Council.*

**7. APPROVAL OF THE MINUTES:** The minutes of the Parish Council Meeting held on 14<sup>th</sup> September were approved and agreed unanimously as a true and correct record and signed by the Chairperson.

**8. TO CONSIDER THE NOMINATIONS RECEIVED TO FILL THE VACANCY BY CO-OPTION IN HENNOCK PARISH COUNCIL.** None received.

*ACTION – The Clerk was instructed to produce a Casual Vacancy Notice, inform Teignbridge District Council about the resignation of Cllr Edmonds and update our website, posters, notices and social media accordingly.*

**9.1. CLERK’S MEETING WITH INES PFISTER, NEIGHBOURHOOD HIGHWAYS OFFICER, 24<sup>TH</sup> SEPTEMBER**

The Clerk reported that they have a list of Action Points to work on including those raised at previous meeting by Councillors. They met with the Landlord of the Claycutters and provided him with the information on brown signs. Their next meeting is scheduled for Friday 29<sup>th</sup> October postponed from 22<sup>nd</sup> October.

Cllr Edwards said that Hennock Village Hall were trying to get hold of our Neighbourhood Highways Officer.

*ACTION – The clerk was instructed to set up a Highways page on our website and add information on works that have been completed.*

*ACTION – The Clerk was instructed to pass on Linda from the village hall’s email address to Ines.*

**9.2. THE QUEEN’S PLATINUM JUBILEE BEACONS, THURSDAY 2<sup>ND</sup> JUNE 2022**

The Clerk reported that she has found a bagpiper for the event – Charlie Nicholls.

She also reported that The Palk Arms, Hennock are happy to provide burgers and coffee for the event. They can also provide their P.A. for speeches.

Councillors discussed whether we could do anything for the Queen’s Green Canopy, maybe a special jubilee tree in each allotment?

*ACTION – The Clerk to research the Queen’s Green Canopy and email the information to all councillors and add it to the November agenda.*

**9.3. COMMUNITY CHRISTMAS GOODY BAGS**

The Clerk reported that Alex Spraggon from Chudleigh Knighton Primary School has written back to say they are happy to make Christmas cards and Jason Keenan from Hennock Primary School has written back to say they would love to be involved with the project too.

The Chairperson asked councillors to think of ideas on what they want to put in the bags. She explained last year it was very “last minute” and done through Knighton Stores which has since closed permanently. We should aim for 60 bags. Cllr Parker confirmed she didn’t keep a list of recipients from last year. Cllr Sueref said she would be happy to deliver to homes in Chudleigh Knighton and Cllr Edwards said she could deliver to homes in Teign Village on Christmas Eve.

*ACTION – The Clerk was instructed to place an article into our newsletter*

**10. ARTICLES FOR PARISH NEWS**

The Clerk was asked to produce articles on the following subjects:

- Christmas Goody Bags
- Vacancies on Hennock Parish Council

**11. AGREEMENT OF AGENDA BETWEEN PARTS I & II:**

2040

## 12. FINANCIAL MATTERS AND PAYMENTS:

### 12.1. TO CONSIDER PAYMENTS OF INVOICES

Payment Voucher 111 was automatically paid after 14<sup>th</sup> September meeting and retrospective approval was sought and agreed.

The Council resolved that the Clerk should make the following payments 112 – 124 using online banking, with the exception of voucher 1116 NEST pension that will automatically be debited in November. Voucher 123 for wreaths will be paid once we receive the invitation to donate.

#### Hennock Parish Council DRAFT PAYMENTS LIST 111 TO 124

| Voucher      | Cheque      | Code                             | Name   | Description                  | Amount          |
|--------------|-------------|----------------------------------|--|------------------------------|-----------------|
| 111          | GIFFGAFF CD | 17 - Mobile Phone for Clerk      | GiffGaff   | Mobile Phone                 | 10.00           |
| 112          |             | 30 - Tax and NI                  | HMRC   | PAYE & National Insurance    | 291.88          |
| 113          |             | 28 - Clerk's Net Salary          | E Maynard, Clerk   | Salary, E Maynard, Clerk     | 1,115.99        |
|              |             |                                  | <i>Less than previous months as change in tax code.</i>                                  |                              |                 |
| 114          |             | 86 - Home Working Allowance      | E Maynard, Clerk   | Working from home expenses   | 18.00           |
| 115          |             | 31 - Mileage                     | E Maynard, Clerk   | Mileage                      | 3.01            |
|              |             |                                  | <i>Drive to TV, Hennock and CK to deliver and put up notices</i>                         |                              |                 |
| 116          |             | 26 - Pension                     | NEST   | Pension                      | 58.52           |
|              |             |                                  | <i>AUTO PAYMENT IN NOVEMBER</i>  |                              |                 |
| 117          |             | 72 - Grounds Maintenance Conti   | South West Grounds Maintenance   | Grounds Maintenance Contract | 229.63          |
| 118          |             | 66 - Inspections Play Parks & CF | S & W Lygo Engineering   | Weekly Inspections           | 180.00          |
| 119          |             | 58 - Repairs                     | S & W Lygo Engineering   | Weekly Inspections           | 70.00           |
|              |             |                                  | <i>Toddler Bridge Handrail Repair @ CK £35, Fit new football net @ CK £35</i>            |                              |                 |
| 120          |             | 113 - (ER) Repairs - TV Play Par | S & W Lygo Engineering   | Repairs to TV Play Park      | 210.00          |
|              |             |                                  | <i>EAR MARKED RESERVES - Replace all shackles &amp; pins on toddler swings</i>           |                              |                 |
| 121          |             | 73 - Parish Lengthsman Contrac   | Dartmoor Heathers and Gardens  | Parish Lengthsman Contract   | 382.54          |
| 122          |             | 9 - Room Hire                    | Chudleigh Knighton Village Hall  | Room Hire - CK Village Hall  | 34.00           |
|              |             |                                  | <i>17/08 Planning, 14/09 Full, 28/09 Planning</i>  |                              |                 |
| 123          |             | 39 - Wreaths                     | The Royal British Legion   | Wreaths x 2                  | 40.00           |
|              |             |                                  | <i>HPC will receive a donation letter when we receive the wreaths. £37 + £3 donation</i> |                              |                 |
| 124          |             | 13 - Insurance                   | BHIB Councils Insurance  | Insurance                    | 454.47          |
|              |             |                                  | <i>Renewal Date 11/11/2021</i>   |                              |                 |
| <b>TOTAL</b> |             |                                  |  |                              | <b>3,098.04</b> |

**ACTION** – The Clerk to find out timings for Chudleigh Knighton and Hennock Remembrance Services and report back to the council. She was also asked to find out about the possibility of reusing the wreaths year to year but still paying the same donation.

**12.2. FINANCIAL STATEMENTS:** A Summary of Receipts and Payments, Bank Reconciliation and Reserves Balance for the **six** months ended **30<sup>th</sup> September 2021** were sent to the Council prior to the meeting, which showed the current account (Treasurers Account) credit balance of £40649.70 and the Savings Account (Bus Bank Account) credit balance of £7140.00, less unrepresented Nest pension payment of £58.52 = £47731.18 The balance of which equated to the Receipts and Payments closing credit balance of £47731.18

- The Clerk highlighted the receipt of second half of precept £18736.00
- The Clerk highlighted the donation of £200 is now under the heading Parks and Open Spaces.
- It was unanimously resolved that the financial statements be approved.

### 13. TO CONSIDER THE CLERK'S REPORT REGARDING HENNOCK CAR PARK.

The Clerk's report was distributed via email in advance of the meeting and hard copies were available on the night. After discussion, it was resolved that the Chairperson would respond to the latest email based on the report written by the Clerk.

*ACTION – The Chairperson to send a letter to the Hennock resident.*

**14. TO CONSIDER HENNOCK PARISH COUNCIL'S RESPONSE TO CONSULTATION OF THE AMENDMENT OF BYELAWS AT DARTMOOR NATIONAL PARK.**

The bye-laws were discussed and comments were made regarding use of bikes, disposable barbecues and problems with littering.

*ACTION – The Clerk to respond on behalf of Hennock Parish Council*

**15. PLAY PARKS MATTERS**

The Clerk informed the meeting that scheduled maintenance at Teign Village Play Park had been delayed due to illness, but the swings now have new shackles and wooden posts have been treated at ground level.

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

Cllr Parker reported back on the Heathfield liaison meeting she had attended and said she is keen for another councillor to attend. they are held quarterly on Mondays via zoom.

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

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

Cllr Fisher would like to set a date for the next Infrastructure and Development Working Group meeting.

Cllr Edwards reported back that the Hennock Garden and Craft Festival along with the Scarecrow Trail was a great success.

Cllr Sueref asked if we could put something on our Facebook page regarding people being mindful about Halloween.

*ACTION – Clerk to set up meeting of Infrastructure and Development Working Group*

*ACTION – Clerk to get advice from police and post about Halloween on our Facebook page.*

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

To confirm the dates of the next Parish Council and Planning Committee Meetings

*Tuesday 26<sup>th</sup> October 2021: Planning Committee meeting starting at 7.30pm, Chudleigh Knighton Village Hall*

*Tuesday 9<sup>th</sup> November 2021: Parish Council meeting starting at 7.30pm, Chudleigh Knighton Village Hall*

As there was no further business the meeting ended at 9.23pm

..... Chairperson Dated.....

2021