



DODDISCOMBSLEIGH PARISH COUNCIL

Minutes of the Ordinary Meeting held on Thursday 9 January 2020 at 7.30pm

in Doddyscombsleigh School

Present: Cllr L Turney (Chairman), Cllr H Hanson, Cllr E Davis, Cllr S Burdge, TDC Cllr S Purser and DCC Cllr J Brook

Clerk: A Miller

1. **Apologies for Absence** – Cllr M Moorhouse
2. **Declarations of Interest / Requests for Dispensations** – All parish councillors declared pecuniary interests in agenda item 12.2 and requested dispensations for this meeting. The Council decided to give the dispensations on the basis that without the dispensation the number of persons unable to participate in the transaction of business would be so great as to impede the transaction of the business.
Proposed Cllr Turney **Seconded** Cllr Hanson All agreed
3. **County and District Councillors' Report**
TDC Cllr Purser reported that the District Council will increase their part of the council tax by £5. The District will also charge for some of the services which were free before, e.g. emptying dog bins. The Rural Aid Fund was cancelled. The District Council knows that in a couple of years there will be a big deficit in its budget and tries to be prepared. Car parking charges will increase by 4% and charges for leisure facilities will also increase. Devon County Council will increase their part of the council tax by 4%, which includes 2% increase for adult care.
DCC Cllr Brook reported that there will be extra funding made available for education. More money will be spent on adult care, which has difficulties with recruitment.
Parish related issues. The Parish Council previously contacted him regarding the deteriorating road edge at Sheldon Bridge and he will look into the problem.
Regarding Tick Lane – the rain has undone a lot of repair work. The previous temporary works were not efficient and potholes were forming again. He promised to take the problems to the Neighbourhood Highways Officer in Devon County Council and asked the Parish Council to let him know directly about any issues occurring.
The Parish Council brought up the issue of the blocked drains in the village. It looks like that the infrastructure is broken at several places and the repairs undertaken are only temporary. Would it not be better to do a proper job on a smaller part at a time instead of doing temporary fixes? It would save money in the long term. DCC Cllr Brook answered that there are collapsed drains everywhere. The main cause is the weight of traffic. It would cost more than £500 million to put the roads in order in Devon. As we are approaching the end of the financial year there is not so much money left for road works. He was not optimistic about achieving major fixes until the next financial year.
4. **Ratification of Minutes of Previous Meeting (circulated)** – Extraordinary Council meeting of 22 November 2019 – Signed and accepted as a true record.
Proposed Cllr Hanson **Seconded** Cllr Burdge All agreed
5. **Planning Application:** 19/02067/FUL
Location: The Old Barn, Great Leigh Farm
Proposal: Retention and re-surfacing of manege
The Parish Council discussed the application and decided to make no observations.
Proposed Cllr Hanson **Seconded** Cllr Burdge All agreed
6. **Planning Application:** 19/02036/FUL
Location: Lower Lowley
Proposal: Two storey extension, incorporating balcony on south elevation, replacement porch and associated landscaping works
The Parish Council discussed the application and decided to make no observations.

Proposed Cllr Hanson **Seconded** Cllr Davis All agreed

- 7. Climate Emergency Working Group Report** – Cllr Turney reported that there will be further events regarding Climate Emergency at several locations in the Teign Valley: an interactive talk on 28 January in Dunsford, a Repair Café in the Teign Valley Hall on 15 February and a hedge laying event. The Working Group asked the Parish Council whether they can provide public and product liability insurance for the Repair Café. The clerk contacted the insurance company and it turned out that the repair café does not come under the core cover of the insurance because it is not considered as a usual parish council event. The product liability insurance would cost extra money. The Council has not got a quote yet because the insurance company needs further information to decide about the amount. The organizers of the Repair Café can get free public and product liability insurance if they register with CAG Devon, who co-ordinates the repair café events in Devon. The registration is under way and the Parish Council agreed that the best solution is to speed up the registration process and get free insurance for the event.

The Working Group tries to gather more information about key species in the area, e.g. bats and barn owls. A box for barn owls cost £79 and the Parish Council was asked whether they would buy one. The Council considered its limited finances and decided not to buy a box now.

8. Matters Arising

8.1 Dog Control in the Village – Cllr Burdge reported that the situation got much worse and the number of dog messes left on public areas increased dramatically. The fact that the offence is noted and the volunteers spray the dog messes does not deter irresponsible dog owners. A member of the public also contacted the Parish Council to draw their attention to the problem. It was discussed and agreed to ask this member of the public to make a note when and where the dog messes turn up and help the Council to identify the critical part of the day. It was suggested to educate the dog owners about their responsibility and the possible penalty for not picking up.

- 9. Parish Path Partnership and Footpath Update** – Cllr Hanson reported that she contacted the landowners along the unclassified road between Leigh Cross and Spanishlake Cross, which is the next planned Parish Path Partnership project. There is a 200m section which is in a bad condition. Most landowners are supportive to the plan. Cllr Hanson remarked that she works for one of the supporting landowners, the Sheldon Centre. But one landowner has concerns that if the path is improved, it will attract fly tipping, cars parking at gateways and higher vehicle traffic. It was discussed that the improvement of the road does not mean to encourage vehicle traffic. Being a green lane, it would be improved to a bridleway standard, suitable for walkers, horse riders and cyclists. The road was considered to be in need of repair in the last three years during the annual assessments. The Parish Council decided to refer the case to Devon County Council.

10. Highways Update

10.1 Drainage system – This point was mostly discussed at item 3 with DCC Cllr Brook. As the issue is a complex problem and requires much more money than the Parish Council has, the Council's role can be to report every problem to DCC and lobby with Devon Highways to give higher priority to the necessary works in the Parish.

10.2 Parking issues at the School – A member of the public contacted the Parish Council because the grass bank between the School and Burnt Meadows was damaged. The Clerk reported the problem to Devon Highways but has not received feedback. The member of the public assumed that the damage was caused by a large vehicle who could not pass the parking cars at the School. The parking is a problem for the residents, because sometimes trucks cannot access the road to collect the rubbish. There is a risk of accidents and injury. Cllr Burdge said that she has already offered the pub car park for the parents who could walk the short distance from the pub and avoid the congestion at the School. The Parish Council decided to ask the School to remind the parents to park responsibly and do not block the roads around the School.

Proposed Cllr Turney **Seconded** Cllr Burdge All agreed

10.3 Other highways issues – Cllr Burdge agreed to take photos of the worst potholes and send them to DCC Cllr Brook. The Council decided to concentrate on the pothole issue and to lobby with Devon County Council to get them repaired.

Hedge cutting: a member of the public recommended to the Parish Council to keep a register of landowners in the parish and remind them individually for the duty of hedge cutting. The Council discussed the idea but they felt that a detailed register is not necessary.

- 11. Councillor Responsibilities** – The Parish Council discussed the responsibility areas of each councillor and decided about the following responsibilities.

Cllr Turney – Planning, Affordable Housing, Defibrillator, School Playing Field, Events Co-ordinator, Village Plan Working Group Representative, Climate Emergency Working Group Representative

Cllr Hanson – Parish Path Partnership Co-ordinator, Footpath, Finance, CIL

Cllr Davis – Emergency Planning

Cllr Burdge - Village Plan Working Group Representative, Public Information, Dog Control, Highways

Cllr Moorhouse – Snow Warden

Proposed Cllr Turney **Seconded** Cllr Hanson All agreed

12. Finance

12.1 Report and Bank Reconciliation – The bank balance at 31 December 2019 was £5,212.45. After deducting the amount of un-presented cheques, the net bank balance was £5,088.85. Earmarked funds: Elections £1,147 Emergency Fund £1,200 CIL £1,402.84 and Parish Path Partnership Grant £141.44. Cllr Hanson reported that she checked the bank reconciliation for 31 December 2019 and it was in order. The Council resolved to accept the accounts.

Proposed Cllr Turney **Seconded** Cllr Davis All agreed

12.2 Proposed Budget and Precept for 2020/2021 – The Parish Council discussed the budget and looked into each item to find possible savings. It was agreed that there is very little contingency in the proposal and the estimated amount will be spent in 2020/21. The Council accepted the budget with the estimated cost of £4,310 and earmarked the following amounts: CIL: £1,402.84 Parish Path Partnership Grant £141.44 Community Plan £1,000 and Climate Emergency Support £200.

Proposed Cllr Turney **Seconded** Cllr Hanson All agreed

The Budget appears as Appendix A to these Minutes.

The Parish Council discussed the different options for the amounts of the precept and the council tax. The Council set the precept at £4,310 and decided to increase the council tax by £4.37 to cover the operational costs.

Proposed Cllr Burdge **Seconded** Cllr Hanson All agreed

12.3 Bank Mandate Update – The Clerk reported that HSBC could not find the bank mandate form that was taken to the Exeter branch on 27 November 2019 and they have not added the two new signatories to the bank account. The bank did not accept the scanned document that the clerk offered to send them but insisted on the hard copy. The Parish Council has to sign a new form again.

It was agreed that on the new bank mandate former Cllr Hornby will be removed from the list of signatories.

Proposed Cllr Turney **Seconded** Cllr Hanson All agreed

12.4 Approval of Expenditure

Room hire	£10.00
Clerk salary and expenses	£843.94

Proposed Cllr Turney **Seconded** Cllr Hanson All agreed

Open forum: there was no member of the public present.

13. Clerk's Correspondence – A member of the public contacted the clerk about an expression in the Minutes of 14th November 2019 at agenda item 7, which can be misunderstood. The expression "The playground, which is a shared responsibility of the School and the Council" does not refer to shared financial responsibility, it refers to the joint playground inspections.

Tony Porter, the representative of Doddiscombsleigh in the Teign Valley Hall refurbishment project sent his report. "The Sub Committee is working on the refurbishment project and the securing of more funding. The Committee is also looking at ways to improve communication of Hall activities and opportunities to all villages. Next meeting is in March."

A new planning application arrived (19/02549/VAR Penhill). The Council agreed to hold an extraordinary meeting on 23rd January 2020 to discuss the application.

A member of the public reminded the Parish Council that a condition was applied when a planning permission for a permanent dwelling in Little Park Farm was granted. The permanent dwelling seems to be occupied but the temporary dwelling has not been removed yet. The Parish Council agreed to look into the case at a later meeting.

14. Chairman's Remarks – The Chairman thanked everyone for their participation.

15. Date of Next Meeting – Extraordinary meeting on Thursday 23 January 2020

The Chairman closed the meeting at 10 pm.

Signed.....
Chairman

Date

APPENDIX A

Budget for 2020/21

Known Costs

Clerk's salary (including PAYE)	£2,900
Clerk's milage	£50
Clerk's home working allowance	£100
HMRC agent (T P Jones)	£70
DALC and SLCC contribution	£140
Information Commissioner	£40
Insurance	£270
Admin, stationery & postage	£130
Hire of venue for meetings	£110
Training	£120
Chairman's Allowance	£300
Website	£80
Contingency for projects	£0
Total:	£4,310

Net bank balance as at 31/12/2019 £5,212

Minus

Estimated payments until 31/03/2020 £1,110

Estimated balance on 31st Mar 2020 £4,102

Ringfenced amounts from bank balance:

- Parish Path Partnership Grant £141

- CIL £1,403

Estimated balance for earmarking sums
and for general reserves on 31/03/2020: £2,558

Earmarked sums for projects

31/03/2020:

- Community Plan £1,000

- Climate Emergency support £200

Estimated general reserve on
31/03/2020 £1,358

Required minimum general reserve
31/03/2020 (3 months expenditure): £1,078