



**DODDISCOMBSLEIGH PARISH COUNCIL**  
**Minutes of the Extraordinary Planning Meeting held on Thursday 30<sup>th</sup>**  
**November 2017 at 7.30pm in Doddyscombsleigh School**

**Present:** Cllr B Plummer (Chairman), Cllr S. Hewitt (Vice Chairman), Cllr L Turney & 5 members of the public

**Clerk:** Agnes Miller

**Open Forum:** The following questions were raised:

- The draft minutes from the previous meeting contains names which causes concern. Shorter minutes would be easier to read.
- It was requested to show the dates of the Council's meetings on the Home webpage as well, not just on the Meetings page. It was noted.
- Improvement of the Triangle. This item will be on the agenda for the meeting in January.
- Condition of the road between Willhayes Cross and Perry Lane. The Forestry Commission is not clearing the road of the mud that their nearby work causes.

1. **Apologies for Absence**– TDCCllr Ford

2. **Declarations of Interest / Requests for Dispensations** - None

3. **Planning Application:**12/02741/CLDE

**Location:** Hereford Cottage

**Proposal:** Certificate of lawfulness for existing change of use of land to domestic garden

**Applicant:** Mr Andrew Utting

It was agreed that the applicant provided sufficient photographic evidence dating back for more than 10 years to support his claim that the outlined area was used as a domestic garden. The Council made the decision to support the application.

**Proposed** Cllr Plummer **Seconded** Cllr Hewitt **All Agreed**

4. **Devon & Somerset Fire & Rescue Service Draft Integrated Risk Management Plan (2018-2022)**

**Consultation** – The Parish Council was invited to take part in the consultation about the future plans of Devon & Somerset Fire & Rescue Service. The plan is about the new model developed by the Service - identifying high, medium and low risk areas and allocate their resources accordingly. The invitation was considered but it was felt that the participation requires specific knowledge which the Parish Council does not possess, so as a public body the Council does not wish to comment. But the members of the public can express their opinion about the plan and a leaflet placed on the Parish Notice Board will inform them about the consultation.

**Proposed** Cllr Plummer **Seconded** Cllr Hewitt **All Agreed**

5. **Community-Led Building Grants**– These grants are available for Parish Councils to develop proposals for housing projects after identifying a need for affordable housing. Discussion took place about housing need in the Parish. The report of the Doddyscombsleigh Affordable Homes Steering Group from two years ago got to the conclusion that there was not significant need for affordable housing in the village. The Council is not aware of new needs. It was decided not to proceed to an application due to the lack of affordable housing need.

**Proposed** Cllr Plummer **Seconded** Cllr Hewitt **All Agreed**

6. **New Clerk's Contract** – The draft contract was sent out previously to the Council members, no comments were made and it was signed. The clerk remarked that the contract states three hours work per week just as it was for the previous clerk, but there are additional tasks now such as the website. It is likely that the real

worked hours will be more. This was noted.

7. **General Data Protection Regulations Training for Data Controller**—The Data Protection Regulations will change next year and it is important for the Parish Council to comply with the new rules. There is a General Data Protection Regulations course available for the data controller – the clerk – in March, costs £48. It was agreed that training is necessary in this area.

**Proposed** Cllr Plummer **Seconded** Cllr Hewitt **All Agreed**

8. **Approval of Expenditure**

Previous Clerk's Last Salary and Expenses Oct-Nov – net pay: £368.99, HMRC payment: £86

Hire of School for Meeting - £10

Website Training- £50

Sheldon Centre Donation - £50. The Council previously approved a £50 donation to the Sheldon Centre on its meeting on 2<sup>nd</sup> November 2017 for providing lunch on the Village Walk on 4<sup>th</sup> November. At that time it was assumed that about 11-12 people would attend the walk. In reality, the walk was such a successful event that 25 people turned up. The Council decided to increase the amount of the original donation with a further £50 after Devon County Council expressed an intention to match fund the cost of the walk and will send £50 to the Parish.

**Proposed** Cllr Plummer **Seconded** Cllr Hewitt **All Agreed**

9. **Councillor Vacancy and Co-option** – Two Expression of Interests were received for the two available councillor vacancies. The Parish Council made the decision to co-opt both candidates: Hillary Hanson and Sarah Hornby.

**Proposed** Cllr Plummer **Seconded** Cllr Hewitt **All Agreed**

10. **Clerk's Correspondence**

- The clerk stated that the HSBC refused the Council's request to send the bank statements to the new clerk and required updated signatures for the chairman and vice-chairman. The clerk contacted HSBC to challenge the bank's decision as the signatures were updated in July and again in September and the Council's cheques are honoured by the bank. It was discussed that the service provided by HSBC has not been up to the required standard several times in the past and if the complaint is not solved in a satisfactory way the Council will consider changing service provider.
- The Parish Path Partnership finance forms arrived. The deadline to apply for the grant is 8<sup>th</sup> February. Ros Davies from Devon County Council agreed to help the Parish Council to compile its first application in the Scheme.

11. **Chairman's Remarks**- The Chairman thanked everyone for their participation.

12. **Date of Next Meeting** – Thursday 4<sup>th</sup> January 2018

The Chairman closed the meeting at 8.15pm.

Signed.....

Chairman