

NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL

Minutes of the Parish Council monthly Ordinary Meeting held at 7.00pm on Monday, 25th July 2022 at The Pavilion, Back Lane, Newton Poppleford.

Present: Cllrs. Burhop (Chair), Carpenter (Vice Chair), Dalton, Hughes, Morgan and Tribble
Cllr. Jess Bailey (DCC)
P.C. Adam Speers
Ted Swan, Honorary Footpath Warden
1 member of the public

The Chair welcomed all Councillors and members of the public to the Council's July Ordinary meeting and outlined the fire evacuation procedure.

Public Forum

Some reports may have been circulated beforehand and published on-line

a) Neighbourhood Policing report

Chair welcomed P.C. Adam Speers to the meeting. P.C. Speers confirmed that 6 incidents had been logged in the parish through July. At the request of the Clerk, patrols were being carried out throughout the day and in the evenings around the WC as there had been some issues with anti-social behaviour and vandalism. Officers had attended Community Speed Watch sessions in Newton Poppleford. In response to a question from Cllr. Tribble, P.C. Speers confirmed that owners of vehicles which were recorded travelling above the speed limit would be sent warning letters by CSW Administrators for educational purposes, but he was unaware of any prosecutions. Chair noted the results of a DCC traffic survey carried out between 8th and 15th June, which has been shared with P.C. Speers, showing more than 12,000 vehicles passing along the High Street per day. At certain times of day (5.00am–8.00am and 6.00pm–9.00pm) speeds are significantly higher than the average which may be useful information for the police in targeting any speed enforcement action.

b) County Councillor report: Cllr. Jessica Bailey

Chair welcomed Cllr. Bailey to the meeting. Cllr. Bailey expressed disappointment that the Highways and Traffic Orders Committee report, which is over 100 pages long, was not delivered sufficiently far in advance of the HATOC meeting which was held on Friday, 22nd July. However, it is a detailed and quite useful report into road safety issues in Newton Poppleford. The situation with regard to 20mph zones is frustrating, with only 4 applications approved out of a total of 105 across the county and none of the approved locations being in East Devon. Cllr. Bailey noted that DCC does not seem to be supportive of 20 mph zones whereas in other counties budgets allocated to 20mph schemes are higher and roll-out much faster. DCC are suggesting that they do not have the money to fund these schemes when, in fact, the costs are not that high. The HATOC report states that implementing a 20mph zone in Newton Poppleford would cost £10-15,000. A request to see the scoring data on which the decision to award 20mph zones was based has not been forthcoming. Cllr. Carpenter suggested that, in the interests of transparency, the scoring information needs to be publicly available to avoid suggestions of bias towards certain councils or areas. It is a matter of democratic accountability that the public be informed on what basis such decisions have been taken on such a high profile issue. Cllr. Bailey agreed to raise this issue in cabinet. A resident asked why the cost of making a Traffic Order is so high. Cllr. Hughes suggested carrying out a poll of residents via Facebook – social media is a good way of demonstrating community wishes and putting pressure on decision-makers. Cllr. Bailey suggested that communities keen to have a 20mph should work together to increase pressure on DCC through a coordinated campaign.

With regard to the HATOC report into the pelican crossing in Newton Poppleford, after initially indicating that the lighting is sufficient it now seems that improvements may be made and a further report has been commissioned. A temporary change has been made to the timings on the crossing which does not extend the total amount of crossing time (16 seconds) but does extend one element of it. The trial began on 10th July and will run to the end of

September and feedback is requested from the community as to whether this has made a difference. Chair asked how DCC expected to get any feedback when they did not tell anyone that they had started a trial. As a result of the report and feedback received at the meeting, HATOC have requested that DCC take a 'holistic' approach to solving Newton Poppleford's road safety issues. HATOC will arrange a meeting, hopefully in September, to discuss a number of ways in which pedestrian and traffic safety in the village can be improved. Cllr. Bailey ended by saying that progress is being made albeit slowly. Chair thanked Cllr. Bailey for her support and efforts on behalf of the Parish.

c) District Councillor report: Cllr. Val Ranger.

Cllr. Ranger sent her apologies as she was unable to attend the meeting but a full report had been circulated to Councillors in advance and published on the website.

d) Report from Ted Swan, Parish Footpath Warden

Mr. Swan was pleased to report that his section 14 application for the footpath at Moor Lane had been approved and this will now be made an official public right of way. Councillors congratulated Mr. Swan on his success. The deadlines for submission for additions/changes to public rights of way has now expired and applications are now being worked through by the PRow Officer. Much clearing of undergrowth had taken place in June but the lack of rainfall in July has slowed down the rate of growth. The proposed diversion of Footpath 1 around the oak tree has not been completed but DCC have indicated that this will be done during the school holidays as the best time to close the footpath. Rocks are starting to fall into the Back Brook adjacent to Footpath 3 which may cause issues in the winter months and will need to attending to. The Himalayan Balsam eradication programme is now underway. School children from Years 5 and 6 participated in clearing Webbers Meadow during June as a community project which they seemed to enjoy. Back Brook has been cleared from the bottom of the village up to Venn Ottery Road. The next section for clearance will be from Venn Ottery Road to Woodleys. Clinton Devon Estates obtained permission to clear the land at Goosemoor Farm which will help reduce seeding downstream in Back Brook. Further Balsam 'bashing' events will take place on 13th August and 10th September, volunteers to meet at the tennis court car park at 9.30am. Mr. Swan confirmed that he had undertaken a Brushcutter refresher course in mid-June which certified him to use this equipment for another 4 years. Chair thanked Mr. Swan for his continued hard work on behalf of the parish.

e) Questions and representations from residents/parishioners

None received.

22/025	To consider apologies for absence and approve if accepted (LGA 1972 S.85(1)) Apologies received from Cllrs. Bilenkyj, Chapman, Lipcynski, Tillotson and Walker were noted and approved.	Action
22/026	Declarations of interest from members / Dispensations afforded (this does not preclude the duty to declare further interests during the meeting as applicable) All members present are, by definition, members of the NPPFF Trustee Board and declare a personal interest in that capacity. Cllr. Hughes was afforded a dispensation to discuss and vote upon matters pertaining to trees at the Ordinary Meeting held 18/05/2020. This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of his personal and disclosable pecuniary interest as owner of Bowhayes Trees Limited, Bowhayes Farm, Venn Ottery. Cllr. Dalton was afforded a dispensation to discuss and vote upon matters pertaining to Parish allotments at the Ordinary Meeting held 29/3/2021. This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of her personal and disclosable pecuniary interests as an allotment tenant.	
22/027	To consider any matters listed on this Agenda that Councillors consider should be dealt with as confidential business as per the provisions of The Public Bodies (Admission to Meetings) Act 1960 – see Agenda item 22/038	

22/028	<p>To consider and, if thought fit, approve the Minutes of the Council's Ordinary Meeting held on 27th June 2022 as previously circulated to members.</p> <p>It was proposed by Cllr. Tribble that these Minutes be approved as a true record of the meeting. Seconded by Cllr. Morgan and resolved unanimously.</p> <p>To consider any Matters Arising from those Minutes.</p> <p>a) Chair reminded Councillors to check that their Register of Interest submissions were up to date.</p> <p>b) Chair apologised that no progress had been made in effecting repairs to the footbridge in Webbers Meadow. Clerk to carry forward this item to August meeting</p> <p>c) First Aid Training – Councillors noted an email from 'Stronger Communities Together' confirming that the cost of First Aid Training would be £100 for one day. Chair proposed that a suitable date be arranged to provide CPR/Defibrillator and Paediatric First Aid training free of charge to residents. Seconded by Cllr. Hughes and resolved unanimously. It was further agreed to make an application to Cllr. Bailey's Locality Fund to support the cost of running this event. Clerk to note and action</p>	<p>ALL</p> <p>Clerk</p> <p>Clerk</p>
22/029	<p>a) To review the Minutes of the Council's Finance Committee meeting held on Monday, 18th July 2022 as circulated to members and to note and ratify recommendations:</p> <p>i) Repairs to St. Luke's cemetery wall Chair confirmed that a quotation had been accepted to carry out repairs to the cemetery wall in the sum of £8,935 plus VAT. There were no questions.</p>	
	<p>b) To review the Minutes of the meeting of the Policy and Personnel Committee held on 12th July and to note and ratify revisions to Council policies:</p> <p>i) Disciplinary Policy ii) Grievance Policy iii) Records Retention Policy</p> <p>Cllr. Carpenter proposed that revisions to the above policies be ratified, and the revised policies adopted by Council. Seconded by Cllr. Hughes and resolved unanimously. Clerk to note, update the Policy Matrix and publish the revised policies on the Parish Council website.</p>	<p>Clerk</p>
22/030	<p>Correspondence received:</p> <p>a) VOSRA re: the brook crossing Venn Ottery Village Green Chair proposed that Standing Orders be suspended to allow public representation if appropriate. Seconded by Cllr. Hughes and resolved unanimously. Councillors considered correspondence received from VOSRA residents raising concerns about vegetation clogging the brook and the potential for flooding. Cllrs. Hughes noted that local properties had been flooded on previous occasions, the last time in October 2021. As the Parish Council owns the land and both sides of the brook for the length of the churchyard there</p>	

	<p>could be an insurance issue if Council does not respond to concerns and take preventative action. VOSRA representative stated that residents would be happy to assist with clearance but the sheer quantity of vegetation is such that it will require professional disposal.</p> <p>Chair proposed that Arccas be asked to flail the vegetation, a working party of residents clear the vegetation to the village green and a contractor be commissioned to dispose of it. Seconded by Cllr. Hughes and resolved unanimously.</p> <p>Clerk to note and coordinate</p> <p>Cllrs. Hughes proposed that Standing Orders be reinstated to preclude further public representations. Seconded by the Chair and resolved unanimously.</p> <p>b) Community Café request to purchase new bench Having declared an interest Cllrs Tribble and Dalton left the room. Chair proposed that the offer by the Community Café to purchase and donate a bench to the Parish Council for use by the whole community be accepted. Cllr. Hughes seconded, resolved with 4 votes in favour. Chair thanked the Community Café for this generous donation. Clerk to write to the Community Café accordingly.</p> <p>c) Stagecoach bus service changes and Burrow bus stops Notification of service changes submitted by Stagecoach had been circulated in advance of the meeting. Cllr. Hughes proposed that Council object to the reduction in the 9/9A/X9 services as this would have a detrimental impact on those living and working in rural communities. Chair agreed to check the detail of the proposals before writing to Stagecoach. Chair reported that verbal objections had been received from residents about the closure of the Burrow bus stops. Council endorsed the closure on the basis that these bus stops were dangerously located and alternative, safer, stops were available within a few hundred metres. It was noted that residents are still seen waiting at and alighting at these stops. Clerk to contact Stagecoach about the continuing use of the stops.</p> <p>d) Schedule 14 Application – notification of PRoW committee decision Approval of the Schedule 14 application to create a Public Right of Way between the county road at Lynch Head and Footpath 17 noted.</p> <p>e) Community Speedwatch – update and request for signage Clerk to find out how many signs would be required, preferred locations and the total purchase price. Cllr. Bailey reminded Councillors that applications could be made to her Locality Fund to support local projects of this nature.</p>	<p>Clerk</p> <p>Clerk</p> <p>Chair</p> <p>Clerk</p> <p>Clerk</p>
22/031	Chair's announcements Chair noted the rising number of covid cases both nationally and locally.	
22/032	To consider matters pertaining to highways, speeding and road safety in the Parish:	
	a) Outcome of application for 20mph scheme in Newton Poppleford	

	<p>b) Report from East Devon Highways & Traffic Orders Committee held on 22nd July 2022. These agenda items were discussed as part of the Public Forum.</p>	
22/033	Planning Matters:	
	<p>a) To consider planning applications received prior to publication: 21/3308/RES – Waterleat, Newton Poppleford – revised plans Cllrs. expressed frustration that, despite a reduction in bedroom numbers, parking spaces remain inadequate, there is no designated cycle parking and the site plan is incorrect where it relates to neighbouring properties. Council’s previous concerns with regard to materials to be used, tree and hedge replacement, ridge height, and the lack of planting regime have not been addressed. The applicant appears to be dismissive of the Neighbourhood Plan because Outline Permission for this site was given prior to the Neighbourhood Plan being made. This is irrelevant and the development must conform to the requirements of the plan. Cllr. Tribble proposed that Council continue to object to this development for the above reasons. Seconded by Cllr. Morgan and resolved unanimously. Clerk to note and action accordingly.</p>	Clerk
	<p>b) To consider planning applications received after agenda publication (subject to circulation prior to the Ordinary meeting on separate agenda) None received</p>	
	<p>c) Planning determinations/decisions advised 22/0919/LBC – Brook Hayes, Newton Poppleford - Approval with conditions 22/1057/FUL – 4 Parsons Close – Approved 22/1066/FUL – Holmleigh, Back Lane, Newton Poppleford - Approved</p>	
	<p>d) Planning correspondence received The contents of a letter received from potential applicants proposing to set up a new rural business in Southerton was noted. Cllr. Hughes stated that such advance notification was appreciated although Council cannot comment until an application is received. Applicants to be sent a link to the Neighbourhood Plan to assist them in making their application. Clerk to respond to the letter accordingly.</p>	Clerk
	<p>e) To note and respond to planning consultations received Broadclyst Neighbourhood Plan – consultation closes 8th September Chair noted that it is not Council’s policy to respond to such consultations.</p>	
	<p>f) To consider Council’s Neighbourhood Plan ‘Monitoring Report’ Report update circulated to members of Council prior to the meeting. Chair stated his intention to review the decision relating to 4 Parsons Close as the decision to approve was in contravention of the Neighbourhood Plan.</p>	Chair

		<p>g) To note applications which will be considered at a forthcoming meeting of the EDDC Planning Committee and to decide whether the Parish Council wishes to make further representation.</p> <p>None notified</p>	
22/034		<p>Financial Matters:</p>	
		<p>a) To consider and review Financial Reports for July 2022 as per documents previously circulated to members and published on-line Contents noted.</p> <p>b) To note July payments approved by the Finance Committee as per documents circulated to members and published on-line. Noted.</p> <p>c) Questions to RFO from members of Council relating to the financial reports. There were no questions raised.</p>	
22/035		<p>BUSINESS TO BE CONSIDERED:</p>	
	A	<p>To consider matters pertaining to the Public WC in Newton Poppleford Chair stated that no decision on the future of the WC would be taken without prior public consultation. To this end, an article will be published in the August parish magazine setting out the costs and potential impact of keeping the toilets open on the 2023-24 precept demand. A public meeting will be held to which all parishioners will be invited to debate the issue. Cllr Hughes asked whether the water usage was being monitored. Clerk to confirm water usage</p>	Clerk
	B	<p>To receive an update on the installation of a new footbridge at Venn Ottery Village Green. Cllr. Hughes reported that he is awaiting details of the bridge dimensions before making arrangements for collection. A local contractor has been asked to provide an estimate for installing the concrete plinths.</p>	
	C	<p>To receive an update on the MUGA project Chair reported that, unfortunately, EDDC have not yet given this project their approval. The Project Manager is concerned that, if this is not received soon, the quoted price may increase.</p>	
	D	<p>To adopt a CCTV Policy as per draft circulated to members A draft document was circulated prior to the meeting. Chair asked that references to “business” and “company” be edited out. Cllr. Tribble requested that a clause be added requiring any person with access to the CCTV footage be DBS checked. Chair proposed that the policy be revised to include these amendments and adopted. Seconded by Cllr. Hughes and resolved unanimously. Clerk to revise, circulate and publish final policy document.</p>	Clerk
	E	<p>To approve siting of picnic benches on Webbers Meadow Councillors approved proposed locations for the two picnic benches and bench seat. Cllrs. Hughes requested confirmation of when the benches would be collected from storage at his premises. It was noted that all benches would be securely anchored. Clerk to contact parish maintenance contractor to arrange installation</p>	Clerk
22/036		<p>Date of next Ordinary Meeting Monday, 22nd August 2022 at The Pavilion, Back Lane, Newton Poppleford</p>	

22/037	<p>It was proposed that, under the provisions of the Public Bodies (Admission to Meetings) Act 1972, the public (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.</p> <p>Chair thanked members of the public for their participation in the meeting and all members of the public left the meeting at this point.</p>	
22/038	<p>Matters to be considered in committee session:</p> <p>a) Matters pertaining to the Surgery Building, Robert Way, Newton Poppleford Chair advised that a communication had been received from the original Grantors family opposing the lifting of the restrictive covenant on the building and advising the Parish Council of the contact details of the family’s Solicitor. Discussions are ongoing with the other beneficiaries of the restrictive covenant.</p> <p>b) Parish Noticeboards – refurbishment quotation Chair noted that two of the parish noticeboards were in a poor state of repair and the Clerk had received quotations for their refurbishment. The cost of refurbishing the Harpford noticeboard would be £200 plus VAT, and the Venn Ottery noticeboard, which requires new posts, £820 plus VAT. Cllr. Hughes confirmed that a temporary repair had been carried out at Venn Ottery to make the noticeboard safe for the time being. Chair proposed that Council approve the cost of carrying out repairs to the Harpford noticeboard and obtain additional quotes/apply for grants to fund the repair of the Venn Ottery noticeboard. Resolved unanimously. Clerk to note and action accordingly.</p> <p>c) Matters pertaining to allotment tenancies Chair made Councillors aware that one of the Allotment holders had been served with a Notice to Quit for breaching the terms of tenancy.</p>	Clerk

With no further business to consider, the Chair declared the meeting closed at 9.15pm.

Minutes of the Council meeting which took place on Monday, 25th July 2022 at 7.00pm held at The Pavilion, Back Lane, NP.

Signed as a true record of the meeting above:

Chair: _____

Date: _____