NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL

Minutes of an Ordinary Meeting of **Newton Poppleford and Harpford Parish Council** which took place at The Pavilion, Back Lane, Newton Poppleford commencing at 7.15pm on Monday, 25th March 2024.

Present: Cllrs. Carpenter, Harrison, Hughes, Malawana, Tribble (Chair) and Walker.

County Cllr. Jessica Bailey District Cllr. Chris Burhop

Ted Swan, Parish Footpath Warden Rebecca Burdus, MUGA Working Party

4 members of the public

Chair outlined the Fire Regulations and Evacuation Procedure and reminded those present that meetings are recorded by Council.

Public Forum

- a) Neighbourhood Policing report:
 No representation and no report received.
- b) County Councillor report: Cllr. Jessica Bailey
 Cllr Bailey confirmed that DCC has approved expenditure on the Venn Ottery flood alleviation
 project and work is planned to commence in the summer. The water leak at Metcombe is still to
 be resolved. Cllr. Hughes suggested that the water be tested to confirm its source. Plans for the
 installation of rock armour near the Red Bridge are ongoing and DCC has now applied for a
 permit from the EA. Work cannot be carried out until the ground conditions improve. Finally, Cllr
 Bailey advised that the EA will be carrying out a feasibility study of the Back Brook later this year.
- c) District Councillor report: Cllr. Chris Burhop
 Cllr. Burhop reported on the March meeting of EDDC's Housing Review Board. Repairs to EDDC
 housing stock are now being completed more quickly and the number of void (empty) properties
 is falling. Unfortunately, there are nearly 6,000 people on the EDDC waiting list and completing
 repairs more quickly will not solve the issue of the lack of social housing. EDDC has passed a
 vote of "no confidence" in SWW and is investigating whether development can be curtailed or
 even stopped on the grounds of the failing sewerage infrastructure. Emergency repairs are being
 carried out to Exmouth sea wall which will cost in excess of £4m and repairs have also been
 carried out at Seaton after a crack was discovered in the cliffs above the promenade was. Both
 are indications of the effects of climate change. Cllr. Burhop also drew attention to changes to
 dog controls on local beaches.
- d) Report from Ted Swan, Parish Footpath Warden It was agreed that Standing Orders would be suspended to allow Mr Swan to give his report at Agenda item 23/116.
- e) Report from the Climate Change Group A report had been circulated in advance of the meeting.
- f) Report from the MUGA Working Party See Agenda item 23/120(D)
- g) Questions and representations from residents/parishioners:

 Chair noted that some members of the public present wished to speak on planning matters and advised that they would be able to do so at the appropriate place on the agenda.

Business of the meeting:

		Action:
23/109	To consider apologies for absence and approve if accepted:	

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	Cllr. Harrison proposed that apologies received from Cllrs. Bisseker, Compton, Dalton, Lipczynski and Tillotson be accepted and approved. Seconded by Cllr. Malawana and resolved unanimously.	
23/110	Declarations of interest from members / Dispensations afforded:	
	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 on 27 th June 2023. This dispensation applies until May 2027 (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.	
	Chair declared a personal interest and stated her intention to abstain from any vote on planning application 24/0371/FUL at Agenda item 23/118 by reason of her acquaintance with the applicant.	
23/111	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: None so considered.	
23/112	To consider and, if thought fit, approve the Minutes of the Council's Ordinary Meeting held on 26 th February 2024 as previously circulated to members:	
	Chair proposed that the Minutes of this meeting be approved and signed as a true record of proceedings. Seconded by Cllr. Carpenter	
	and unanimously resolved.	
	To consider any matters arising from those Minutes:	
	a) Devon Air Ambulance – Lighting Column	
	Cllr. Harrison agreed to assist with the investigation of this issue.	
	b) Annual Parish Tree Survey	
	Cllr. Hughes advised that this would take place between 5 th and 10 th April. Mr Swan to be invited to accompany Cllr. Hughes and the surveyor.	
23/113	To review the Minutes of the Council's Finance Committee meeting	
	held on 19th March 2024 as previously circulated to members and, if	
	thought fit, ratify recommendations made therein:	
	Chair requested that the Minutes of this Meeting record the attendance of Councillors, who are not members of the committee but who were in	
	attendance, as Councillors and not as "members of the public".	
	Clerk to note and action.	Clerk
	a) To review and, if thought fit, approve the revised Annual Risk	
	Assessment as recommended by the Finance Committee:	
	Cllr. Walker proposed that the Annual Risk Assessment as	
	revised by the PPC and Finance Committees be approved. Seconded by Cllr. Tribble and resolved unanimously.	
	Clerk to note and action as necessary	Clerk
23/114	To review the Minutes of the Council's Policies & Personnel Committee	310/IK
	meeting held on 18 th March 2024 as previously circulated to members and, if thought fit, ratify recommendations made therein: Chair requested that the Minutes of this Meeting record the attendance of Councillors, who are not members of the PPC but who were in attendance,	
	as Councillors and not as "members of the public".	
	Clerk to note and action. a) If thought fit, to adopt a Council Recordings Policy as	Clerk

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	Cllr. Malawana proposed that Council should adopt the Recordings Policy as drafted. Seconded by Cllr. Harrison and resolved unanimously. Clerk to publish the policy on the parish website.	Clerk
23/115	Correspondence received (not previously circulated): None noted.	
23/116	To consider matters pertaining to footpaths and public rights of way in the Parish: Chair proposed that Standing Orders be suspended to allow the participation of members of the public. Seconded by Cllr. Walker and unanimously resolved. a) Red Bridge Cllr. Bailey confirmed that DCC will discuss the use of powers to acquire land at its Cabinet meeting on 8th May. Cllr. Bailey suggested that the PC should be represented at that meeting and both Ted Swan and Cllr. Malawana offered to attend if required.	Olaria
	Clerk to register the PC as speaker in advance of the meeting. Mr Swan advised that the footpath has not eroded significantly in the past month despite further heavy rain. Cllr. Malawana thanked Cllrs. Bailey and Burhop for their continuing support on this issue. b) Footpath 1 and Footpath 3 Mr Swan reported that an ash tree had fallen across FP1. This has been sawn up by DCC and removed from site by Mr Swan and Mr	Clerk
	Kimber. An update is awaited from DCC about the handrail replacement. Chair advised that the landowner had made no objection to the removal of the gate on FP3 and, therefore, Mr Swan could proceed. Mr Swan pointed out that no progress has been made in repairing the collapsed section of FP3 where it runs alongside Back Brook. Chair to follow up. C) Annual Parish Footpath Survey Mr Swan confirmed that the Annual Parish Footpath Survey had now been submitted to DCC. An application for funding has been made to cover the cost of re-surfacing part of FP1. Mr Swan advised that he would meet the newly appointed P3 Liaison Officer in a few weeks time.	Chair
23/117	To consider matters pertaining to flooding and flood prevention	
	 measures in the Parish: a) Burrow – flood modelling exercise and drop-in event 26th March Chair advised that DCC has invited residents of Burrow Lane (west of the Triangle) to view the results of the flood modelling exercise of the catchment above Burrow. The event will be an opportunity for DCC to present the computer model and obtain feedback from residents as to whether it reflects their own experience of the event. b) Harpford Chair reported on a conversation and email correspondence with John Wilding of Clinton Devon Estates regarding the run-off from Harpford Woods. Although CDE acknowledge that this does cause an issue for residents of Harpford it has been suggested that the problem is exacerbated by land management practices in the wider area around Harpford Woods. It was agreed that Council should write to the Donkey Sanctuary. 	
	Clerk to note and prepare draft for approval. Cllr Bailey advised that the first meeting of the River Otter Catchment Natural Flood Management (NFM) Project steering group has taken	Clerk

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		place. Evaluation work will now proceed and Cllr. Bailey confirmed that Harpford will be included in this project. c) Back Brook – de-silting Noted that the EA will be carrying out further de-silting works in the summer.	
23/118	PI	anning Matters:	
23/110		a) To consider planning applications received prior to publication: 24/0455/FUL – 6 Parsons Close, NP Construction of a single storey garden building Councillors would have preferred a more "traditional" structure but acknowledged that the proposed composite material is more practical and hard-wearing. Cllr. Carpenter proposed that Council should support this application on the condition that the surrounding hedge is retained. Seconded by Cllr. Harrison and resolved unanimously. 24/0316/FUL – Fen Equestrian, Venn Ottery Dog day care business and associated building Chair proposed that Council object to this application on the grounds that the application contravenes the East Devon Local Plan and the Neighbourhood Plan. Seconded by Cllr. Walker and unanimously resolved. 24/0371/FUL – Bridgend, Newton Poppleford Removal of caravan and conversion of barn to dwelling Councillors noted that there were arguments in favour of this proposed development but also areas of concern. After some discussion Cllr. Malawana proposed that Council should, on balance, support this application. Seconded by Cllr. Harrison and resolved with 4 votes in favour and 2 abstentions. 24/0525/COU – Land opposite Grange Farm, Southerton Change of Use of Agricultural Land to Residential Garden Members of the public present expressed concern about this application, anomalies in the application form and the long-term intentions of the applicant. Noted that the land is Grade 1 Agricultural, outside the BUAB and is of archaeological interest. A Change of Use would set a precedent for surrounding land. Concern was also expressed that work on converting this land to a "residential garden" has already commenced. Chair proposed that Council	
		object to this planning application for the reasons stated. Seconded by Cllr. Hughes and resolved unanimously.	
		Clerk to note and upload all comments to the Planning Portal.	Clerk
		 b) To consider planning applications received after agenda publication: None received within the time limit. 	
		 c) Planning determinations/decisions advised: 22/1812/FUL - Podbury's Cottage, Harpford - refused 23/2429/FUL - Brookside Cottage, NP - approved with conditions 	
		d) To note and respond to Planning Consultations received: Clyst Honiton Neighbourhood Plan Consultation Council resolved not to respond to this consultation.	
		e) To consider Council's Neighbourhood Plan Monitoring Report: Update circulated to Councillors in advance of the meeting.	
		s Standing Orders remained suspended, Chair brought forward scussion of Agenda item 23/120.	
23/120	Bl	JSINESS TO BE CONSIDERED:	
	A To	receive an update on matters pertaining to the Public WC:	

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		In the absence of members of the WC Working Party discussion deferred to the April Council meeting.	
	В	To consider and, if thought fit, approve Tree and Hedge Planting proposals submitted by the Climate Change Group:	
		Councillors considered the request received from the Climate Change	
		Group. It was considered that there were sufficient trees on and around the	
		playing field and Councillors did not support the planting of 3 silver birches	
		near to the playground. Cllr. Harrison proposed that Council give	
		permission for the following:	
		6 Aspen to be planted in Webbers Meadow south field.	
		20 metres of hedging at Venn Ottery village green.	
		75 metres of hedging at the allotments.	
		Expenditure of £80 to purchase mulch.	
		3 Silver Birches may be planted elsewhere in the parish but not on the	
		playing field.	
		Proposal was seconded by Cllr. Malawana and was resolved with 5	
		votes in favour, 1 against.	
	С	To consider a request from the Ward Councillor that Council should	
		express support for the Otter Trail Project and write to EDDC asking that CiL and S106 funds held by EDDC (not ordinarily available to	
		NPHPC) be put towards this project:	
		Information provided by the Ward Councillor has been circulated in advance	
		of the meeting. Chair proposed that Council write to EDDC accordingly.	
		Seconded by Cllr. Malawana and resolved unanimously.	
		Clerk to liaise with Ward Councillor and draft letter.	Clerk
	D	To consider and, if thought fit, approve advertising and sponsorship	Olork
	_	proposals submitted by the MUGA Working Party:	
		Rebecca Burdus reported that the MUGA was being used on a regular basis	
		and the focus of the Working Party is now on fundraising for the floodlights.	
		The NPPFF is organising a Bingo night and a dinner dance and the MUGA	
		WP is planning to hold a family event later in the year. In the meantime, the	
		MUGA WP seeks permission to proceed with plans to sell advertising to	
		raise funds towards floodlights and maintenance. The proposal is for mesh	
		weatherproof banners 2400cm x 700cm to be sited on the MUGA fencing	
		facing outwards. Advertising packages would be sold to appropriate local	
		businesses on a 2, 3 or 5 year term. Fees would start at £300 for a 2-year	
		minimum term and rise to £500 for a 5-year term.	
		Cllr. Burhop suggested that planning permission may be required if the	
		banners are to be permanent and agreed to investigate and report back. Councillors generally supported this proposal but agreed that there should	
		be some consultation with local residents who may object.	
		Chair to include in the next issue of the PCC magazine and place on	Chair
		the Agenda for discussion at the Annual Parish Meeting in April.	Jilail
	Е	To discuss arrangements for the Annual Parish Meeting – 29 th April	
		2024:	
		It was agreed that Council should promote community engagement and	
		encourage attendance at what is a meeting for residents (it is not a Parish	
		Council meeting). It was considered too late to organise a speaker for the	
		event, but it was agreed to provide refreshments. Chair and Cllr. Malawana	
		will discuss the 2025 event with the headmaster at their meeting in May.	. .
		Clerk to discuss the possibility of live streaming with Al Findlay.	Clerk
		Chair proposed that Standing Orders be reinstated to preclude any	
		further public participation. Seconded by Cllr. Hughes and resolved	
00//		unanimously.	
23/119		Financial Matters:	

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	 a) To consider and review Financial Reports to the end of February 2024 as per documents previously circulated to members and published on-line: b) To consider and, if thought fit, approve payments for March as per documents previously circulated to members and published on-line: Cllr. Walker proposed that invoices totalling £4,526.16 be approved for payment. Seconded by Cllr. Harrison and resolved unanimously. Clerk to make payments on the due dates. c) Questions to RFO from members of Council relating to the financial reports. None raised. 	Clerk
23/121	To consider matters viewed as urgent by presiding Chair for discussion only: None so considered. Cllr. Walker requested that the Surgery building be placed on the agenda for the next meeting.	
23/122	Date of next Ordinary Meeting: Monday, 29 th April 2024 at The Pavilion, Back Lane, Newton Poppleford immediately following the Annual Parish Meeting.	
23/123	It is 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. Proposal not made as there were no confidential matters to discuss.	

With no further business to consider, the Chair declared the meeting closed at 9.25pm.

Approved as a true record of the business of the meeting:
Signed Chair
Date

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