

## BISHOPS CLYST PARISH COUNCIL

Minutes of Bishops Clyst Parish Council Meeting  
Held on Monday 14 April 2014 (following on from the APM)  
At Sowton Village Hall

<b>PRESENT</b>	Cllrs	M Norman (Chair)	D Axford (DA)
		A Cotterill (AC)	P Cain (PC)
		C Trudgeon (CT)	R Hatton (RH)
		S Perry (SP)	M Fernbank (MF)
		M Gibbs (MG)	C Fairburn (CF)

The Clerk and 2 members of the public were present.

- 1 **APOLOGIES** - Apologies were received from Cllrs R Norman (RN), S Eyre (SE), PCSO Donna Baker and County Cllr Peter Bowden.
- 2 **MINUTES** - DA proposed, PC seconded and all agreed that the Minutes of the March meeting be confirmed and signed as a correct record. MN signed the March Minutes.
- 3 **RISK ASSESSMENT/DECLARATIONS OF INTEREST AND DISPENSATIONS.**  
Risks were noted. No declarations of interest or written dispensations were received.
- 4 **MATTERS ARISING FROM THE LAST MEETING:**
  - 4.1 *Upper Car Park* - Fly-tipping. Judgement for Claimant has been served upon William Uglow for the full £375. He has until 8 May to pay. Mr Uglow has left 1 Park View Cottage and has moved to Torquay.  
Action: Clerk.
  - 4.2 Parking Problems in Village – Congratulations were expressed to SE and the car parking group for providing such a comprehensive draft first report. More work is still to be carried out. A meeting with Tony Rowe is to be set up. It was reported that Exeter City Council run a permit only scheme in Blue Ball Lane. CT highlighted that it may be possible for the Council to become a competent authority and make a bid to take over enforcement in the village. CT to look into this option. Enforcement has moved from EDDC to DCC to save costs. It was felt that a log of the number of vehicles displaying a car parking permit would be a useful statistic to record within the report. CT reported that long and unreasonable parking could be enforceable.  
Action: Car Parking Group
  - 4.3 Old Roman Bridge – DCC Bridges Dept have had a team visit to remove the sapling growing out of the parapet wall - MN to check. The Clerk reported that the dog bin is emptied routinely 3 times/wk, the dog wardens have promised more presence of un-uniformed Officers and that the template be remarked. It was suggested that the template should be a different colour (white or yellow) and that after each visit we receive a short report of their findings. A rolling advert has been placed in CVN. The Dog Warden felt that the idea of the CCTV footage would not be conclusive enough evidence as there is insufficient lighting. The Clerk had put together some wording for a notice to be displayed on site.  
Action: MN/Clerk
  - 4.4 Luncheon Club – The Half Moon Pub has kindly offered to host this Club. First date 27.5.14 (12 noon). They are very flexible on how it might shape itself and the type of requirements it might have. Clerk has placed an advert in CVN. MG stated that she would prefer for this type of Club to be managed slightly differently and by volunteers. It was acknowledged however that with the facilities currently available to the village this was a good first step in providing the older community a place to meet. Action: MN
  - 4.5 Any Other Matters Arising:-  
MG reported that the Showpersons Site is unsightly and bears no resemblance to their plans for the site. MN agreed to speak to District Cllr Howe about this.  
Action: MN
- 5 **REPORT FROM COUNTY COUNCILLOR - PETER BOWDEN (PB)**  
Not present. Left after his report at the APM.
- 6 **REPORT FROM DISTRICT COUNCILLOR - MIKE HOWE (MH)**  
Not present and no report.
- 7 **REPORT FROM PCSO DONNA BAKER**  
Not present.
- 8 **OPEN SESSION**  
There were no matters raised.  
Open session closed.  
Signed Chair ..... Dated: 12.05.14

- 9 **S106 FUNDING**
- New village survey – The Clerk has received some submissions following the sport question advertisement as worded by EDDC. Mobile items do not meet EDDC's criteria and so PC to resubmit the goal post submission. CT suggested that if the Council has ideas these could also be put forward. Action: Clerk.

10 **PLANNING - SP**  
**Applications for Consideration:**

<u>Plan No &amp; Type</u>	<u>Location</u>	<u>Proposed Development</u>
14/0530/FUL	The Malsters Arms, CSM	Construction of 2 no semi-detached dwellings on former public house car park and provision of vehicular access and parking spaces.
The Planning Committee objected to this application.		
14/0732/FUL	Shepherds Rest, OML, CSM	Construction of single storey extension
The Planning Committee supported this application.		
14/0741/FUL	37 Clyst Valley Road, CSM	Construction of single and two storey Extension
The Planning Committee supported this application.		
14/0787/FUL	11 Clyst Valley Road, CSM	Construction of single storey side extension to provide replacement garage and store and provision of bay window to dining room.
The Planning Committee supported this application.		
17/0778/FUL	Craigs House, CSM	Construction of single storey rear extension
DA to speak with neighbour.		
14/0177/FUL	Rectory Cott, 9 Sowton Vill	Demolition and reconstruction of cob boundary wall
The Planning Committee supported this application.		
14/0179/LBC	Rectory Cott, 9 Sowton Vill	Demolition and reconstruction of cob boundary wall
The Planning Committee supported this application.		

**Decisions from EDDC:**

<u>Plan No &amp; Type</u>	<u>Location &amp; Proposed Development</u>	<u>Decision</u>
14/0288/FUL	<b>The Willows, Frog Ln, CSM</b> Construction of first floor side extension.	Grant

**Any other matters for information/discussion:**

- To discuss any relevant planning matters, if required
- Neighbourhood Planning – RH to email possible dates for the group to meet re: funding application.
  - 45 Clyst Valley Road laurel hedge has been cut back to the boundary line exposing some uneven areas of the footpath. Clerk to inform DCC. Action: Clerk

11 **ACCOUNTS AND FINANCES - PC/Clerk.**

- The Clerk reported the cheques written out for authorisation.
- DA proposed, PC seconded and all agreed the monthly transactions be authorised.
  - The 3 replacement notice boards were installed 21.3.14. A small dig on the leg of the notice board at Winslade Park was highlighted by the installers and a credit of £110 plus VAT had been reimbursed.
  - Upper car park security light - sensor replacement carried out.
  - Repeal of S150(5) of the LGA 1972 – Implementation (England) – Electronic Payments - Councils are now able to make payments electronically. NALC advise that before abandoning the two signature rule, Councils adopt new model Financial Regulations to maintain robust controls.

SP left the meeting at 8.34 pm.

12 **HIGHWAY MATTERS - to receive updates on matters previously raised.**

- 12.1 Blocked drains opposite CSM school – an on site meeting has been arranged between DCC, SWW and Cllrs on 28.5.14.
- 12.2 Church Lane – DCC Highways state that a lot of the hedges have been cut back by the residents and those that have not are not to a degree that it becomes a safety hazard. RN be asked to identify properties with overgrown hedges and Clerk to write to individuals. Action: RN/Clerk.
- 12.3 Winslade Park Driveway Verges – DCC Highways report that there is nothing they can do about the rutted verges unless there is a sharp depression at the edge of the footway into a rut in the adjoining verge. Clerk has placed an advert in May CVN.
- 12.4 Race for Life – 27.7.14 – Information and route circulated to Cllrs. No questions.
- 12.5 Any other highway matters:
  - MG reported that the roundabout shrubs need attention. It was suggested that a future sponsor might be able to be found. Clerk to write to Highways in the first instance. Action: Clerk.
  - CT reported that the footpath from Clyst St Mary village to the crossing point above the roundabout is

Signed Chair ..... Dated: 12.05.14

- overgrown and needs cutting back. Action: Clerk.
- It was reported that Winslade Park's grass verges need cutting. Action: Clerk
- RH agreed to advise the school about the restrictions along Bishops Court Lane during the Show period.

13 **DEVON REMEMBERS** – MF has written to Devon Remembers for assistance but nothing heard back from them as yet. PC will visit Kew Records Office. MF reported that there will be Poppies planted in the Church Yard at Sowton on Easter Sunday.

14 **POLICIES/DOCUMENTS DUE FOR REVIEW/AGREEMENT**

Model Standing Orders – Following lengthy discussion it was decided to meet with Lesley Smith of DALC in order to seek further clarification on Committees and sub-committee structure as well as questions on the Standing Orders themselves. Clerk to make enquiries with neighbouring Councils. Action: Standards Committee  
Insurance Policy Review – this will be forwarded to the Finance Committee for review.

15 **CORRESPONDENCE**

- Email from CSM PCC thanking the Council for the S137 Grant.
- Letter from Countess Wear Cricket Club – concerns re: Winslade Park development and affect on the Club's future. The Clerk has replied. MF reported that the Club has since been served with a notice to quit. MN agreed to speak with MH re: Winslade Park development. Action: MN

16 **REPORTS**

- 16.1 Village Halls - Clyst St Mary - nothing to report. Sowton - Table Tennis Club meets every 3<sup>rd</sup> Tuesday of the month and need more players. MF to advertise in CVN.
- 16.2 Airport – next meeting 7.5.14.
- 16.3 Allotments - The Clerk reported that the 3<sup>rd</sup> water tap installation was carried out mid-March and funded by Parishes Together Funding. This fund is being running again 2014/15 and CF suggested some hard core along the vehicular access as it is a muddy area and cars often get stuck. All allotment rents have been paid; two signed tenancy agreements have yet to be received.
- 16.4 Play Area/Field – Dirt Jumps request from young person in the village – nothing to report. Review of Field Hire through VH Committee (See March 2013 Minutes item 13) - no bookings have been placed. RoSPA Report - MG read out their positive comments regarding the improvements made to the play area over the last 12 months. 3 items of medium risk were reported and the Clerk to ask MNR Projects to look at these and quote for their repair. MG reported that the grass needs cutting and that, should weather allow, we should attempt to get the grass cut before the School Easter Holidays in future.
- 16.5 Report from School Governor - nothing to report.
- 16.6 Any Other Reports:-
  - Stakeholders briefing on the future of residential care services invitation – CT reported that this is the consultation process as opposed to an engagement event last time.
  - CT and RN attended New Cllrs Course 8.4.14 and found it useful.

17 **ANY OTHER BUSINESS RAISED BY AGREEMENT**

- DA informed members that he will be standing down at next year's elections and so would be happy for someone else to stand as Vice Chair at next month's AGM.
- RH gave his apologies for the May meetings.

18 **DONM** – Mon 12 May 2014 – ANNUAL GENERAL MEETING – **CLYST ST MARY PRIMARY SCHOOL HALL STARTING AT 7.30 PM PROMPT.** Clerk to ask for hall to be opened.

The Chairman thanked those present for their attendance and declared the meeting closed at 9.25 pm.