

## BISHOPS CLYST PARISH COUNCIL

Minutes of Bishops Clyst Parish Council Meeting  
Held on Monday 10 February 2014 at 7.30 pm  
Clyst St Mary Primary School Hall

**PRESENT**

Cllrs	M Norman (MN) (Chair)	M Gibbs (MG)
	D Axford (DA)	P Cain (PC)
	C Trudgeon (CT)	R Hatton (RH)
	C Fairburn (CF)	M Fernbank (MF)
	R Norman (RN)	S Perry (SP)

District Cllr Mike Howe (MH), the Clerk and 2 members of the public were present.

1 **APOLOGIES** - Apologies were received from Cllrs A Cotterill (AC), S Eyre (SE), PCSO Donna Baker and County Cllr P Bowden.

2 **MINUTES** - CF proposed, RN seconded and all agreed that the Minutes of the January meeting be confirmed and signed as a correct record. The Chairman signed the January Minutes.

3 **RISK ASSESSMENT/DECLARATIONS OF INTEREST AND DISPENSATIONS.**

Risks were noted. CT declared an interest in item 15.6 (bullet point 1) as a DCC employee. CF declared an interest in item 14 (bullet point 3) as the letter was from her partner. No other declarations of interest or written dispensations were received.

4 **MATTERS ARISING FROM THE LAST MEETING:**

4.1 *Upper Car Park* - Fly-tipping – A letter was sent by recorded delivery to Mr William Uglow of 1 Park View, Clyst St Mary requesting he pay the £325 in full no later than 17 February 2014 after which time Court proceedings would commence. Action: Clerk.

*Frog Lane C/Pk* – street light – It was reported that this light is not coming on in the early mornings. Clerk to obtain quotes from electricians. MH suggested, if a bulb replacement is needed, we should consider LED. Action: Clerk.

4.2 Parking problems in village – MN read out SE's report following the first meeting held on 3.2.14. Action points had been distributed and a follow up meeting is to be held in 2-3 months time. Action: C/Pk Gp

4.3 Possible Resurrection of Youth Club – One parent had come forward as a volunteer so far. Clerk will collate all responses over the next couple of months. Action: Clerk.

4.4 Community Council of Devon – This Energy Best Deal Campaign presentation will be held at CSM primary school hall on 12.2.14 (7 pm). Everyone invited.

4.5 Painting of Phone Box/light bulb replacement at Sowton – The bulb has now been replaced and the painting will be done between April - October 2014.

4.6 Any Other Matters Arising:- None.

5 **REPORT FROM COUNTY COUNCILLOR - PETER BOWDEN (PB)**

In his absence (attending 2 other Parish Council meetings tonight who had been subject to recent flooding), MH reported that PB had been working in his flood roll with both EDDC and DCC.

6 **REPORT FROM DISTRICT COUNCILLOR - MIKE HOWE (MH)**

- Litter Bin at Bus Shelter A3052 – it is hoped that a bin may be located in this area soon.
- He reported on the River Clyst - it is felt that a dredging programme may be a feasible way forward.
- He reported that there was no capping on Parish Council precepts this coming financial year.
- Bridge House development update - The Clerk updated the Council saying that prior approval had been granted. MH felt sure that this development would start asap.
- EDDC relocation update - MH advised that a green field site at the Skypark location was the favoured option followed by Clyst House at Clyst St Mary as their second. The Skypark site offered good infrastructure links and a purpose built office would have lower long term costs. A final decision would be made later on this month.
- He confirmed that 5 Council Houses are located in Clyst St Mary.

PC asked MH to look into whether the Parish Council could alter its precept to include tasks, for example, employing someone to undertake regular gully cleans as this is something that DCC should be undertaking annually. It is feared, due to budget cuts, that DCC will be unable to undertake some of the works that we had previously relied upon them to carry out. If it is possible to amend the precept, PC will email Councillors with a revised budget for the Clerk to submit. Action: PC/Clerk.

Signed Chair ..... Dated: 10.03.14

7 **REPORT FROM PCSO DONNA BAKER**  
Not present and a copy of her report is in the Minutes Book.

8 **OPEN SESSION**  
There were no matters raised.  
Open session closed.

- 9 **S106 FUNDING**
- Land to East of Village Hall – phasing of S106 funding – MH was unable to report on this. Forward to March agenda.
  - New village survey – The Clerk had put the sport question advertisement on the website, CVN, notice boards and school newsletter. Two individuals had come forward, one of which asked for a project outside the Parish (Clerk passed this to Clyst St George Parish Council).
  - The School Fete is scheduled for 29 June 2014. Clerk to advise Sulina Tallack of this date.

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

<i>Plan No &amp; Type</i>	<i>Location</i>	<i>Proposed Development</i>
14/0086/FUL	7 Clyst Valley Road, CSM	Construction of first floor side extension and single storey front and rear extension and substitution of PVCu cladding for the tile hanging on front elevation.

SP proposed this application be supported. DA seconded. All agreed.

14/0288/FUL The Willows, Frog Lane, CSM Construction of first floor side extension.

DA volunteered to speak with neighbours regarding this application.

**Decisions from EDDC:**

<i>Plan No &amp; Type</i>	<i>Location &amp; Proposed Development</i>	<i>Decision</i>
13/2742/PDJ	<b>Bridge House, Frog Lane, CSM</b> Change of use and conversion of existing Cottages from office to residential use.	Prior approval granted.

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

To discuss any relevant planning matters, if required

- 13/2214/FUL – The Malsters Arms, CSM - Construction of 2 no semi-detached dwellings on former public house c/pk and provision of vehicular access and parking spaces – Application withdrawn.
- Consultation on the Draft Villages Development Plan Document (DPD) – comments to Clerk by 7 March 2014. MF had some comments he would forward to the Clerk which included the Friends Life playing fields not to built on in the future.
- Neighbourhood Planning – RH had nothing to report on the funding application. The Clerk reported that the next stage was for the Application to be formally approved at a committee meeting.

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

- DA proposed the monthly transactions be authorised, seconded by RN. All agreed.
- Renewal of CSM Noticeboards - A quotation of £1732.75 plus VAT had been received for the supply and installation of 3 noticeboards (and taking away existing). PC proposed that Council accept the quote, seconded by SP. All agreed. It is hoped that these can be fitted end March/early April.
- To consider S137 Grant Applications. (RH declared an interest in this item as he was linked to both organisations who have applied for a Council grant). Two applications had been received; one from CSM PCC for £300; other from the newly formed Clyst St Mary Players for £250. PC proposed that these be accepted. MF seconded. All agreed (with the exception of RH who did not take part in this discussion and DA who, although not declaring an interest, did not take part in any discussions or otherwise).
- Upper car park security light - this is still not working and PC agreed to chase the electrician. It was also thought that the streetlight next to the car park was faulty.
- Allotment Water Charges for y/e 2014 - The water bill for the allotments this year is much higher than previous years mainly due to the hot summer (there are no leaks). PC asked members if they would like to consider helping tenants by splitting the difference between last year's and this year's bill. CF felt that their rents are quite modest and that they should meet the full cost of the water bill. RN agreed and said it might set a precedent if the Council were to help out this year. All agreed that the water bill should be passed on in full to next season's tenants.
- The Clerk reported that Mr Keith Tuvey was prepared to act as Internal Auditor for this year's accounting period.

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

12.1 Blocked drains opposite CSM school – SWW will not look at the pipework between the gullies until DCC

Signed Chair ..... Dated: 10.03.14

- 12.2 have carried out a gully cleanse. Clerk to put pressure on DCC Highways regarding this. Action: Clerk.  
SWW response re: flooding / letter to PM – Clerk had circulated letters from 10 Downing Street and DEFRA which were non-committal and generic in their contents. RH advised that, following the Multi-Agency meeting on Wednesday, it would be more advantageous to keep the pressure on the EA. Action: Clerk.
- 12.3 Multi-Agency Meeting held 5.2.14 – It was felt that this had been a constructive meeting attended by approx 33 members of the public (including Cllrs). MH advised that other Parish Councils felt the same as we do regarding the River Clyst and flood risks and it might be worthwhile to send separate letters at the same time to the EA expressing our concerns. The ditch at the bottom of Winslade Park needs emptying of debris to increase its effectiveness during periods of flooding. Also, blocked road gullies/drains are considered to be a priority (see 12.2 above). Another meeting to be held at the end of this year. Action: Clerk.
- 12.4 Meeting with Hugo Swire MP (7.3.14) – This early morning breakfast meeting was arranged by Bridge Inn owners and the Dart family. DA to attend in MN's absence. CT felt that it would be an ideal time to raise our concerns re: flooding, with the MP. Action: DA
- 12.5 Vehicles Parking on grass verges, Clyst Valley Road – MN reported that he had spoken to a resident who would take this matter back.
- 12.6 Overgrown hedge 45 Clyst Valley Rd – reported to DCC who will inspect. Clerk to chase. SP reported that Ms Werry would be cutting back her Beech hedge over time. SP was asked to look at a protruding conifer on Winslade Park. Action: SP
- 12.7 Any other highway matters:
- Devon County Show – MN had previously circulated his notes on this traffic debrief meeting of which everyone had read and happy with its contents. RN had previously forwarded his comments to MN who duly passed these to DCAA.
  - Possible Ditch Clearance works – Shepherds Lane, (off Oil Mill Lane) – DA reported that this ditch needs cleaning out. It was felt that this responsibility lay with the farmer, Mr Raymont, and DA agreed to action this. Action: DA
  - MF reported that Sowton Lane had once again flooded and one day the village was inaccessible. Clerk to arrange a meeting with MF and County Cllr Bowden regarding this.
  - Pothole - On the approach (Sidmouth Bound) to the Toucan crossing. Action: Clerk.
  - Wind had damaged a panel fence on the corner of Church Lane with the A3052. MG is unsure as to whether this house is being lived in. Clerk to contact Streetscene. Action: Clerk.

### 13 **POLICIES/DOCUMENTS DUE FOR REVIEW/AGREEMENT**

- Model Standing Orders - The Standards sub-committee had met prior to this meeting. CT to make enquiries into Committees (contact DALC). To be scheduled for the March agenda. Action: CT.

### 14 **CORRESPONDENCE**

- Letter from DCC – Re: Tourism Signing for Half Moon Inn. The locations and signs were proposed by DA and seconded by SP as acceptable. All agreed.
- EDDC – Special Event – Parliament Outreach Service 13.3.14 Sidmouth - anyone interested in representing the Council to contact the Clerk.
- Letter received from Mr Harry Fowler re: condition of Church Lane. It was felt that the residents whose properties backed onto Church Lane should be made aware of their duties to ensure that their hedges do not encroach upon Church Lane. These properties are 106 Clyst Valley Road through to the footpath leading to Church Lane. Clerk to contact DCC and also request a road sweeper for this location.
- The Clerk had been approached by Clyst Honiton PC who are submitting a Parishes Together Funding Application for some additional play equipment in their park. Broadclyst PC are supporting their bid and we have been asked if our Council would also like to be included in this application. The Clerk explained that we have approx £670 left in our 'pot' to spend. It will not be rolled over to the next financial year. SP proposed that we should offer our support. DA seconded and all agreed. Action: Clerk.
- To celebrate Commonwealth Day on 10.3.14, EDDC are planning a Raise the Flag Day - anyone interested in representing the Council to contact the Clerk.

### 15 **REPORTS**

- 15.1 Village Halls - Clyst St Mary - MG reported that the stage work should be completed within the next couple of weeks. The hall continues to be fully used. Sowton - MF reported that 6 firms had been approached to quote for the porch and kitchen roof works and none had replied thus far. A Beetle Drive had been held last Saturday and a Bingo is being planned.
- 15.2 Airport – Nothing to report. Next meeting 19.2.14.
- 15.3 Allotments -.The Council had been successful with their Parishes Together Funding application for a 3<sup>rd</sup> tap in the allotments. The Chairman signed the funding agreement for £595.
- 15.4 Play Area/Field – The new perimeter fence was now in place and all agreed it looked very smart. MG commented on the distance between the new and old fence alongside Rydon Motors boundary which might be a litter trap but felt that the hedge would grow through the gap quite quickly in the spring. The

Signed Chair ..... Dated: 10.03.14

gate will be removed by Don Freemantle in the coming weeks. MG had positioned the SITA plaque in place near to the entrance of the play area. Clerk to ask contractor if he had left 2 heaps of brambles behind.

The Clerk reported that she was waiting for quotes back from Contractors re: cutting the field hedge behind the MUGA.

Dirt Jumps request – SP had approached the owners of Halland who were keen to have an idea of what sort of layout the young people were considering. Clerk has made contact with Nathan Elliot who is designing a proposed track. MG put forward other suggestions that might be better in-keeping with our field and expressed concerns again over the limited amount of space; condition of field in wet conditions BMX bikes would churn up the grass nearby, also the grass cutting contractor would have difficulty to cut and maintain around the proposed track, including the track itself.

15.5 Report from School Governor - OFSTED had rated the school at 'Good' (same as previously). PC commented on whether the school had considered a flagpole. RH will feed this suggestion back.

15.6 Any Other Reports:-

- DCC - Accommodation Strategy Engagement Event – MN and CT attended separate events. CT reported at length, the move towards DCC outsourcing their adult residential care services in order to save money as well as meals and day care services that will also be out for consultation very soon. In summary, it was felt that more responsibility could lie on third sector organisations, Parish Councils and volunteers to be able to help identify the needs of parishioners and to possibly take on a future roll. Consultation process in the pipeline very soon.
- Localism Event at Kentisbeare VH 13.2.14 – This event has been postponed and RN had volunteered to attend.
- SP reported that the vehicles previously using the grass verge to park their cars on along Clyst Valley Road, had reinstated the grass and were not parking there anymore.
- It was reported that a resident on Winslade Park had used stone to make good the corner edge of their grass verge (near footpath to Church Lane). Clerk to be supplied with address to pass this onto DCC.

Action: Clerk.

#### 16 ANY OTHER BUSINESS RAISED BY AGREEMENT

MN congratulated MG for winning the ballot to attend the Garden Party at Buckingham Palace in June. All members congratulated her.

#### #17 DONM - Mon 10 March 2014 – CLYST ST MARY PRIMARY SCHOOL HALL 7.30 PM

The Chairman thanked those present for their attendance and declared the meeting closed at 9.28 pm.

The Council met 'In Camera' to consider future play area facilities within the Parish.