

**CHERITON BISHOP PARISH COUNCIL**

**Minutes of the Cheriton Bishop Parish Council Meeting held on Monday 11<sup>th</sup> September 2017  
at 7.30 at Spalding Hall, Cheriton Bishop**

**Present:** Cllrs Gill Westcott (Chair), Tim Vooght (Vice Chair), Phil Dicker, Peter Endacott, Chris Carter, Dennis Milton, David Tripp, Derek Coren (MDDC), Peter Heal (MDDC)

**In Attendance:** D Shepherd (Clerk)

**17/18 126      To receive and accept apologies**

Apologies were received and accepted from Cllr Bastyan and Cllr Heal (MDDC)

**17/18 127      To receive Declarations of Interest:** To receive declarations of personal interest and disclosable pecuniary interest in respect of items on this agenda

Cllr Endacott declared a personal interest in Planning Application 17/01261

**17/18 128      Public Participation:** To receive public comment on items on the agenda. A maximum of 10 minutes is allowed for this item

There were no members of the public present

**17/18 129      Minutes of the Parish Council Meeting held on the 10<sup>th</sup> July 2017:** To approve and sign the minutes as a correct record

It was **resolved** to approve and sign the minutes as a correct record

**17/18 130      Dog Fouling Southcombe Hill /Holewell Lane**

The Clerk reported on concern expressed by a member of the parish about the continued dog fouling in this area

It was **resolved** that Cllr Coren would raise this with MDDC (Proposed Cllr Westcott)

**17/18 131      Mid Devon District Council:** MDDC has asked for comments from the Parish Council on the following planning applications:

Reference:                    17/01261  
Proposal:                    Erection of Livestock building  
Location:                    Land at Fairview  
Applicant:                    Mr and Mrs Morish

It was **resolved** to support this application (Proposed Cllr Westcott)

Reference:                    17/01262  
Proposal:                    LBC for the erection of porch following removal of existing  
Location:                    Sunny Cottage, Cheriton Bishop  
Applicant:                    Ms S Pettit

It was **resolved** that the Council was neutral in respect of this application (Proposed Cllr Westcott)

Reference:                    17/01282  
Proposal:                    Replacement of Existing Windows on dwelling  
Location:                    Drummers Well  
Applicant:                    Mr A Cock

It was **resolved** that the Council was neutral in respect of this application (Proposed Cllr Westcott)

Signed..... Date.....

Reference: 17/01278  
Proposal: Erection of single story rear extension to include indoor swimming pool, sauna and fitness suite  
Location: Drummers Well  
Applicant: Mr A Cock

It was **resolved** that the Council was neutral in respect of this application but would request that if any trees are to be felled that they be replaced (Proposed Cllr Westcott)

Reference: 17/01277  
Proposal: Erection of 2 single storey rear extensions and balcony at first floor level  
Location: Drummers Well  
Applicant: Mr A Cock

It was **resolved** that the Council was neutral in respect of this application but that they wished to express their concern about the continued development of this site (Proposed Cllr Westcott)

Reference: 17/01328  
Proposal: Erection of Timber car port and store  
Location: Wild Orchard, Cheriton Bishop  
Applicant: Mr and Mrs Hiatt

It was **resolved** that the Council supported this application (Proposed Cllr Westcott)

17/18 132

**Mid Devon District Council: Planning Decisions:** It was noted that MDDC has approved the following Planning applications, with conditions as filed:

Reference: 17/01147  
Proposal: Erection of replacement dwelling and garage with store above and change of use of agricultural land to residential ground  
Location: Fairview  
Applicant: Miss E Benjamin

Reference: 16/01699  
Proposal: Erection of 8 affordable dwellings with associated access, parking, drainage and landscaping  
Location: Land at Yeoford Road, Cheriton Bishop  
Applicant: Ms G Westcott

Reference: 17/01048  
Proposal: Erection of agricultural storage and livestock building  
Location: Drummers Well  
Applicant: Mr A Cock

Reference: 17/01064/CLU  
Proposal: CLU for existing use of dwelling in breach of agricultural occupancy condition (g) of planning permission /00530/OUT in excess of ten years  
Applicants: Mr and Mrs Welham

Reference: 17/00969/LBC  
Proposal: Installation of 4 replacement windows

Signed..... Date.....

Location: 1 Croft Cottages, Cheriton Bishop  
Applicant: Mr Trevor Cook

**17/18 133 Dartmoor National Park Planning Authority:** It was noted that Dartmoor National Park Planning Authority had approved the following Planning ,with conditions as filed:

Reference: 0300/17  
Proposal: Demolish existing conservatory and erection of sun room extension  
Location: Arden Cottage  
Applicant: Mr J Mount

**17/18 134 MDDC Planning Enforcement:** The Clerk to report on the response received from MDDC on concerns raised by the Council

The Clerk reported that she had not yet had a reply to her letter to Mr S Walford, CE, MDDC. Cllr Coren reported on discussions with Sarah Jenkins, MDDC Enforcement Officer. The Clerk read out an email from Cllr Heal relating to an enforcement issue raised by a parishioner. Cllrs were very concerned that the enforcement issues they had raised were still not being dealt with by MDDC

It was **resolved** that Cllr Coren be asked to pursue the Council's concerns (Proposed Cllr Endacott)

**17/18 135 Road Warden Scheme:** Cllr Vooght to report

Cllr Vooght reported that the Road Warden (Amanda Vooght) was now in place. The next step was the purchase of equipment.

It was **resolved** that a £300 budget be set aside for this (Proposed Cllr Vooght)

**17/18 136 Public Waste Bins:** Cllr Vooght to report about the emptying of public waste bins in the parish

Cllr Heal had provided a list of the bins in the parish which should be emptied weekly. Cllrs confirmed the list was correct but they were not all being emptied weekly

It was **resolved** that the Clerk should contact MDDC about this (Proposed Cllr Vooght)

**17/18 137 Defibrillator:** Cllr Vooght to report on next steps

It was **resolved** that this item should be deferred to the next meeting (Cllr Vooght)

**17/18 138 Parish Council Autumn Tidy Up 23<sup>rd</sup> September:** Cllr Endacott to report

Cllrs Vooght and Endacott reported on plans for the day. They would like as many volunteers as possible to join them at the Stone Cross at 9.30 on 23<sup>rd</sup> September

**17/18 139 Bus Shelter Project:** Cllrs to report on any outstanding matters re this project

Two issues remain outstanding: the closing of the account and some finishing off work

It was **resolved** this report should be deferred to the next meeting (Cllr Vooght)

**17/18 140 Cllr Nick Way:** To receive a report from Cllr Way

Cllr Way referred to his new role as Vice Chair of DCC's Health and Wellbeing Scrutiny Committee and the huge NHS re-organisation going on locally with an emphasis on looking after people in their own homes. He also reported that the DCC budget for roads continued to shrink and that minor roads were suffering because of this

Signed..... Date.....

Cllr Way left the meeting

**17/18 141 Archiving Village Records:** Cllrs to consider how this might best be achieved

The Clerk reported that D Madge had lodged Council minutes up to 2013 with the Devon Records Office. Cllrs discussed whether the Village Hall could store a filing cabinet to store Village Records

It was **resolved** that Cllr Westcott would liaise with the Village Hall Committee (Proposed Cllr Vooght)

**17/18 142 Parish Council Website:** To consider whether to develop further content for the website

The Clerk had circulated a Google report re use of the Council website. The Clerk put forward some suggestions for improving the website. The Clerk advised the Cllrs that they should have an email for Council business which is separate from their personal email.

It was **resolved** that the Clerk could put the telephone numbers of Cllrs on the website and that individual Cllrs could decide whether they wished to have their pictures on the website (Proposed Cllr Vooght)

**17/18 143 Zebra Crossing:** To consider a request from a parishioner

It was **resolved** that the Clerk should write to DCC requesting a zebra crossing (Proposed Cllr Westcott)

**17/18 144 Outdoor Gym Equipment:** Cllrs Vooght and Endacott to report on next steps

Cllrs Vooght and Endacott produced details of equipment that could be sited. Cllrs discussed whether they wanted this, where it might be sited and how to fund it

It was **resolved** that the Clerk would ask Cllr Heal to report back at the next meeting on MDDC's response to the Council's request to take over the Play Area at Glebelands (Proposed Cllr Vooght)

**17/18 145 Cheriton and Tedburn Scout Group: Tap Fund Application:** To decide on whether to support this Application

It was **resolved** to support this application (Proposed Cllr Vooght)

**17/18 146 MDDC: Code of Conduct/Standards Training:** To decide on attendance

It was **resolved** that Cllrs should advise the Clerk by the 15<sup>th</sup> September if they wish to attend (Proposed Cllr Westcott)

**17/18 147 Dartmoor Local Plan Review:** To consider a response to the questionnaire

It was **resolved** that Cllr Westcott would respond to this on behalf of the Council (Proposed Cllr Westcott)

**17/18 148 External Audit 2016/17:** The Clerk to report on the results of the External Audit

It was **resolved** to note the satisfactory conclusion to the External Audit (Proposed Cllr Westcott)

**17/18 149 Banking Arrangements:** The Clerk to report

The Clerk had previously circulated requests for further information from the Co-op Bank. Cllrs were asked to return the forms to the Clerk asap.

Signed..... Date.....

It was **resolved** that the Council would make arrangements to make on line payments always requiring two signatories to authorise (Proposed Cllr Westcott)

**17/18 150 Report from the Chairman:** To consider a report from the Chairman. For information only

The Chairman circulated an article on Climate Change

It was **resolved** that the Council would consider at the next meeting what further steps the Council could take towards low carbon emissions including developing a Neighbourhood Plan (Proposed Cllr Westcott)

**17/18 151 Report from Councillors:** To consider reports from Councillors. For information only

There were no reports from Cllrs for information only

**17/18 152 Report from Cllr Coren (MDDC)**

Cllr Coren reported that MDDC had been the first in the country to have their accounts signed off. He reported that he thought DCC had done very well with cutting the hedges back this year. He also reported that he was finding it very difficult to get responses from Mr S Tucker (DCC) who is the local officer for highways.

**17/18 153 The Clerk:** To consider a report from the Clerk and any questions for the Clerk from Councillors

There were no questions from Cllrs

**17/18 154 Roads and Hedges in the Parish:** To receive reports from Councillors re the roads and hedges in the parish

The Clerk was asked to remove this item from the agenda as this would arise during reports from Cllrs

**17/18 155 Police Report:** The Clerk to report

The Clerk had a report of all the crimes and incidents reported to the Police since the last Council meeting. Cllrs said they did not need this report as it appeared in the Parish Magazine. The Clerk was asked to remove this item from the agenda

**17/18 156 Correspondence:** It was noted that the Council had received the following correspondence

*Items for Action:*

1. *MDDC Planning Correspondence*
2. *HMRC PAYE Website*
3. *CO-OP Bank: Request for information/verification*
4. *Dartmoor National Park Planning Correspondence*
5. *MDDC: Code of Conduct/Standards Training*
6. *Devon Community Resilience Forum: Invitation to event 22<sup>nd</sup> November*
7. *Community First: Correspondence queries re Council' insurance*
8. *Anne Barradine: Request for Zebra Crossing*
9. *Wendy Macfarlane: Query re forward housing plan in the parish*
10. *Dog Fouling: Concerns from a parishioner*

*Items for Notes:*

1. *MDDC Parish Council Newsletters*
2. *Rural Services News*
3. *DALC Newsletters*
4. *Google Website report*
5. *NHS: Healthwatch Devon*

Signed..... Date.....

6. *Healthy People – monthly newsletter*
7. *MDDC: Press Releases*
8. *Devon and Cornwall Police: Project Griffin event*
9. *Children’s Hospice South West: Request for gardens to be open in 2018*
10. *ICO: Data Protection Registration*
11. *Co-op Banking: Correspondence re change of signatories*
12. *Correspondence with Tedburn PC Clerk re Moor Housing*
13. *Google reports on Council website*
14. *Devon Oil Collective – details*
15. *Devon Communities Together Conference*
16. *Devon Communities Together: Parish Plans*
17. *DCC: Traffic Notifications*
18. *Devon Communities Together: Information about Business Start Up Courses*
19. *Rural businesses on line survey*
20. *MDDC: Town and Parish Clerks Meeting*
21. *Devon Communities: Rural Futures Conference*
22. *Devon Communities: Training Courses*
23. *Vision ICT: Monthly website report*
24. *DALC: Annual Report*
25. *CHAT: New Hub for Housing Help*

**17/18 157 Budget and Accounts:** To receive a budget report:

It was **resolved** to note the following receipts:

Marshall’s (Advert)	£10
Drew and Sons Funeral	£250

It was **resolved to** approve the following payments:

Derek Madge Salary July	£358.24
Diane Shepherd (Salary July)	£208.42
HMRC (Paye July)	£52.10
Derek Madge Salary (August – including holiday pay)	£358.24
HMRC Derek Madge (July and August)	£179.20
Diane Shepherd (Salary August)	£282.64
HMRC (Paye August)	£70.66
Diane Shepherd (Salary September)	£282.64
HMRC (Paye September)	£70.66
Office 365	£59.99
Mouse	£11.69
Stamps	£3.36
Diane Shepherd (Travelling)	£32.40
Diane Shepherd (Printer Paper)	£18.94

**17/18 158 Public Open Session. For Information Only**

There were no members of the public present

**17/18 159 Date and Time of Next Meeting:** October 9<sup>th</sup> at 7.30 pm

Signed..... Date.....