

**Minutes of a meeting of Luppitt Parish Council held in the Village Hall  
on Tuesday, 2 November 2021 at 8 pm**

**Present:** Cllrs Michele Turner (Vice-Chair), Beth Hooper, Brian Pulman, Martin Summers, Andrew Tucker and one member of the public

**In attendance:** Rosalind Buxton (Parish Clerk)

**Apologies:** Cllrs John Thorne, Christine Ryder, David Key and Colin Brown (EDDC), Iain Chubb (DCC)

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**1.1 Receive apologies for absence**

Apologies were received as above.

**1.2 Minutes of previous meeting**

The Minutes of the meeting held on Tuesday, 5 October 2021, were unanimously agreed and signed as a correct record of that meeting with an amendment to item 2.1.3 to read 'working dairy farm' instead of 'working farm' (proposed by Cllr Tucker and seconded by Cllr Hooper ).

**1.3 Declaration of Interest**

There were no declarations of interest.

**2.0 PLANNING**

**2.1 Applications (for comment, support or objection)**

There were no applications.

**2.1.1 Field north of Millrise**

The owner of the field north of Millrise had telephoned the clerk to introduce himself. He had heard there was some disquiet in the parish over work being carried out in the field and he wanted to make contact. He assured the clerk that it was definitely a barn that would be erected. The clerk thanked the owner for explaining the situation.

The meeting was suspended to allow a member of the public to speak.

**2.1.2 Noise disturbance at Higher Wick**

Cllr Key was not at the meeting but he had spoken to the clerk beforehand to say that he would speak to the Enforcement Officer to confirm the up-to-date position. The resident of Higher Wick was at the meeting and confirmed that the Enforcement Officer had visited his premises before the October Parish Council meeting. He had heard nothing from the Enforcement Officer following that visit.

The meeting then resumed.

**2.2 Decisions**

**2.2.1 21/1866/FUL – Otter View Farm, EX14 4TP – erection of general purpose agricultural building – approved**

**2.3 Neighbourhood Plan**

Roger Hicks has completed all the amendments to the draft Neighbourhood Plan and has provided the clerk with a working copy for the Parish Council. He is now working on the Basic Conditions Statement and the Consultation Statement. Cllr Turner confirmed that the updated plan has been uploaded to the Neighbourhood Plan website.

**2.3.1 Community Actions**

Cllrs Turner and Ryder have drawn up draft suggestions for the Parish Council to follow when considering Community Actions in the future. Cllr Turner outlined the contents of the documents. The Parish Council will keep a register of possible projects to ensure there is no duplication within the parish. The clerk will circulate the documents to Parish Councillors for consideration at the next meeting. It was agreed that this is an ideal time to work on the Green Code for Luppitt that is mentioned in the Neighbourhood Plan. Cllr Turner undertook to move forward with this.

**3.0 HIGHWAYS AND TRAFFIC**

**3.1 Parish Highways programme - update on Items to Report as follows:**

Item Reported	Action/Reference	Comments/Progress
Ringborough Cross to Coombeshead – 4 or 5 potholes and subsidence both sides of the road	It was agreed that photos should be taken of these potholes and forwarded to Highways as they have been listed for many months and have not been repaired.	
Ford Bridge to Shaugh – on the left-hand side of the second bend coming from Ford Bridge, one side of the road has sunk		
Large pothole mid-way on the left-hand side between Overday and Gully Lane opposite barley field		

**3.1.2 Highways – Parish and Town Council Conference**

Details of the sessions were noted but it was agreed that no Parish Councillor would attend.

**3.2 Parish Maintenance**

**3.2.1 Grit bins and notice board at Beacon**

Cllr Pulman undertook to repair the notice board at Beacon if possible. Cllr Pulman will check the grit bins and advise the clerk if any of them need filling.

**3.2.2 Quote for potholes**

The clerk will reissue the list of potholes identified as needing attention to Cllrs Pulman and Tucker. Cllr Pulman has made a list of work needed to clear ditches and drains in the parish. It was agreed that Cllr Tucker should be asked to carry out the work. Cllr Tucker undertook to keep the Parish Council advised of the number of hours worked so that this can be matched against budget. Cllr Pulman complimented Cllr Tucker on the standard of work carried out at Mohuns Ottery Lane.

**3.2.3 Road at Stonehayes**

In Cllr Chubb's absence, this item will be carried forward to the next meeting.

**4.0 FOOTPATHS AND BRIDLEWAYS**

**4.1 Footpath Wardens' reports**

Nothing to report.

**4.2 Footpath 14**

Judging by past experience, Cllr Tucker expects it to be some time before progress is made on a possible diversion round the boggy area.

**5.0 ENVIRONMENT/COMMUNITY FACILITIES**

**5.1 Playground Initiative**

Cllr Summers reported that there had been great support for the fundraising activities. The Crowdfunding page had reached the target set. It is planned that there will be consultation with families before final decisions are made concerning the play area equipment. Cllr Jack Rowland from EDDC had telephoned the clerk to find out the background to the initiative and how it would move forward. The clerk assured Cllr Rowland that there was no intention to close the Millrise play area. The clerk has completed application forms for Devon County Council (£3,000), East Devon District Council (£6,000) and Locality (£1,000) on behalf of the Playground Working Group. Honiton Lions have also donated £200. The Parish Council recognised the hard work put in by the Playground Initiative group, especially parishioner Lucy Murray, and congratulated the group on successfully raising a very large sum in such a short time.

**5.2 Millrise Play Area Inspection Report**

The clerk has received the annual inspection report which does not show any significant findings of concern. Cllr Pulman undertook to check the pedestrian access gate and to open up the play area again. The clerk confirmed that the Parish Council will be included in EDDC's annual inspection going forward.

**5.3 Email from PCSO**

The community police team for rural Honiton are keen to communicate in a meaningful way with town and parish councils. A crime report had been sent which listed 12 crimes committed between 01/01/21 and 30/09/21 but no information as to what the crimes were. It was acknowledged that, fortunately, Luppitt is a low crime area but it would be appreciated if a PCSO attended a meeting once in a while. The clerk will feed this information back to the PCSO.

**5.4 Children’s Christmas Celebrations**

It was agreed to support the children’s Christmas celebrations again this year.

**5.5 Devon Communities Webinars**

Cllr Tucker had been unable to access the webinar on the importance of hedges. Cllr Turner had managed to log in to the webinar on dark skies but agreed it was not a straightforward process. Cllr Turner said that the webinar confirmed the research she had carried out for her article in the Luppitt Packet. The clerk confirmed that the webinars are open to anyone, not just Parish Councillors.

**5.6 Blackdown Hills Parish Network AGM**

An invitation to the BHPN AGM was noted.

**6.0 FINANCE AND ADMINISTRATION**

The following payments were authorised at the meeting. The clerk updated the figures as follows:

<b>6.1</b>	<b>Receipts</b>	Honiton Lions – playground project	£ 200.00
	<b>Account balances at last statement</b>	P3 balance	1,444.28
		Playground Project funding	200.00
	<b>As per bank reconciliation at 31 October 2021</b>	Luppitt Parish Council	10,909.93
<b>6.2</b>	<b>Cheque payment for approval and signing</b>	Royal British Legion (S137 donation in lieu of wreath)	20.00
		EDDC – inspection of play area	120.00

**6.3 S137 Payments (donations) for 2022/23**

The following S137 payments were agreed: TRIP £55.00; Royal British Legion £20.00; Devon Air Ambulance £100; Devon Freewheelers £100; Citizens Advice Bureau £55.00 (clerk to check why this year’s cheque had not been presented); British Heart Foundation £50.00 (on the proviso that the clerk could establish why the cheque sent at the beginning of the year had been returned).

**6.4 Half-yearly performance figures against projected budget**

The figures provided by the clerk were noted and accepted.

**6.5 Quarterly check – internal financial control**

In Cllr Ryder’s absence, this item will be carried forward to the next meeting.

**6.6 Meeting Dates for 2022**

It was agreed that the Parish Council would continue to meet in the Village Hall on the first Tuesday of each month.

**6.7 Correspondence**

- Cllr Thorne had replied on behalf of the Parish Council to an Upottery resident who had written to set out complaints about lack of communication between Luppitt and Upottery Parish Councils over the planning application at Otter Falls. Several Rawridge residents had written to EDDC to complain about the extra traffic that would result from the additional development. It is an anomaly that Otter Falls lies within Luppitt parish and yet the roads approaching Otter Falls are within Upottery parish and any impact from additional traffic would be felt by residents in Upottery parish rather than Luppitt. Cllr

Thorne explained that a site visit had been carried out and all correct procedures had been followed. The matter of extra traffic had been raised but Highways had not put forward any objections to the development. Luppitt Parish Council believes that, if any future planning applications at Otter Falls are received, it would be beneficial for the two Parish Councils to liaise more closely. Luppitt Parish Council feels it is important for the two Ward Members of both parishes (Cllrs Key and Brown) to take a more active part in the communications process regarding any future planning application.

- An email had been received offering free trees for planting projects. The clerk will follow up to see what is involved.

#### **7.0 Chairman's Discretion**

The clerk reported a telephone call from someone suggesting a possible site for affordable housing. The clerk explained that, as part of the Neighbourhood Plan's section on affordable housing, the Parish Council had been asked to define Luppitt village and the suggested site was outside this area. The clerk explained that the Parish Council has undertaken to organise a Housing Needs Survey once the Neighbourhood Plan has been to referendum. This will establish whether or not there is a need for affordable housing. The clerk undertook to keep in touch with the caller if the situation over the definition of Luppitt village changed in the future.

#### **8.0 Questions from the public**

There were no questions and the meeting closed at 9.25 pm.

**Dates for next meetings to be held in Luppitt Village Hall at 8 pm:**

**Tuesday, 7 December 2021**

**Tuesday, 4 January 2022**