

**Minutes of a meeting of Luppitt Parish Council held in the Village Hall
on Tuesday, 1 March 2022 at 8 pm**

- Present:** Cllrs John Thorne (Chair), Michele Turner (Vice-Chair), Beth Hooper, Paul Prettejohn, Brian Pulman, Christine Ryder, , Andrew Tucker, David Key and Colin Brown (EDDC), Iain Chubb (DCC) and one member of the public
- In attendance:** Rosalind Buxton (Parish Clerk)
- Apologies:** Cllr Martin Summers

- 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, 1 February 2022, were unanimously agreed and signed as a correct record of that meeting (proposed by Cllr Tucker and seconded by Cllr Turner).
- 1.3 Declaration of Interest**
There were no declarations of interest.
- 2.0 PLANNING**
- 2.1 Applications (for comment, support or objection)**
- 2.1.1 21/2977/FUL – Woodhayes Cottage, Luppitt, EX14 4TP – amended plans – new block plan**
The Parish Council does not object to the amended plans.
- 2.2 Decisions**
- 21/2888/FUL – Higher Moorlands, Luppitt, EX14 4SY**
Approved.
- 2.3 Neighbourhood Plan – Formal Submission**
The Parish Council has formally submitted Luppitt’s Neighbourhood Plan, together with the Consultation and Basic Conditions Statements, to East Devon District Council for consideration. EDDC have confirmed receipt and will now start legal compliance checks which normally take a week to ten days. EDDC will start the six-week Regulation 16 consultation as soon as possible after the compliance checks are completed. The Neighbourhood Plan is then independently examined before the referendum stage when all parishioners will have the opportunity to vote on whether or not to accept the Neighbourhood Plan.
- 2.3.1 Prioritise Community Actions and update procedures**
Cllr Turner will convene a meeting of the Community Actions Group and report back to the Parish Council. Community Action procedures will be updated in line with experience gained from the play area project.
- 3.0 HIGHWAYS AND TRAFFIC**
- 3.1 Parish Highways programme - update on Items to Report as follows:**

Item Reported	Action/Reference	Comments/Progress
Ford Bridge to Shaugh – on the left-hand side of the second bend coming from Ford Bridge, one side of the road has sunk		Clerk to report to NHO
Large pothole mid-way on the left-hand side between Overday and Gully Lane opposite barley field and edge of road deterioration		Report again
Pothole between Newhouse Farm entrance and Greenlands		Report again
Colehill Bridge to Messhayes and Messhayes to Goulds Farm - subsidence		Clerk to report to NHO

Midway between Crook Cross and Combe Raleigh Cross – severe road subsidence on right-hand side		Clerk to report to NHO
Lower Wick Farm to Fortfield – several potholes		Clerk to report
Lower part of Dumpdon Hill to Shaugh - several potholes		Clerk to report
Shaugh junction to Three Horseshoes – serious road deterioration		Clerk to report to NHO

3.1.1 Road Closure

Advance notice of road closure on 27 April past Lowmans Farm, Beacon, to locate and clear blockage for Avonline Networks.

3.1.2 Future Road Repairs

This item is carried forward to the next meeting.

3.2 Parish Maintenance

3.2.1 Grant for Lengthsman’s Work

The clerk reported that the application for funding towards ditch clearing and drainage work carried out in the parish has been successful and £1,000 has been granted.

3.2.2 Pothole Repairs

The cold tar has been delivered to Cllr Tucker who will carry out the work when convenient.

4.0 FOOTPATHS AND BRIDLEWAYS

The equestrian latches have been delivered to Cllr Tucker who asked for confirmation that these were intended for Mohuns Ottery. The requested waymarker posts have not yet been delivered. The clerk will follow up.

4.1 Annual Survey of Footpaths

The clerk confirmed that the annual survey has been completed and submitted to the Parish Paths Liaison Officer at Devon County Council.

5.0 ENVIRONMENT/COMMUNITY FACILITIES

5.1 Community Policing Report

Nothing to report.

5.2 Play Area Project

This project had been discussed at length. The Parish Council holds an amount of £23,484.77 at present and the Village Hall Management Committee had agreed to make up the total to £30,000. The cost of the project is £30,000 excluding VAT which means that the outlay is more than the amount raised. At present, the Parish Council VAT is reclaimed annually after the year end (31 March) which would mean that the Parish Council would have to wait several months to claim back the total VAT. The Parish Council is not in a position to do this. The clerk has since clarified the Parish Council’s position with DALC’s VAT expert who confirmed that VAT returns can be made more frequently than the annual returns made at present. This will enable the Parish Council to claim back the VAT as the project progresses. Earth Wrights is the preferred supplier and has issued a payment schedule that must be adhered to if an installation date towards the end of April is to be met. The first payment of £17,181.00 plus VAT is due by 4 March 2022. A second payment of £3,587.00 plus VAT is due by 28 March 2022.

The contract issued by Earth Wrights contained a clause that would have left the Parish Council responsible for any additional unforeseen costs that might arise during the project. This was unacceptable to the Parish Council. On condition that a satisfactory solution can be found to this problem, it was agreed that payments should be made as listed in the payments schedule (proposed by Cllr Tucker, seconded by Cllr Prettejohn with all in favour).

5.3 Free Trees Project

Cllrs Thorne and Tucker had not received any offers of help with tree planting. This may be because there is another tree planting project taking place in the parish. Cllr Tucker is still awaiting delivery of the trees.

5.4 Platinum Jubilee Arrangements

The oak tree that EDDC is providing free of charge is a substantial size (8 ft) and comes with a commemorative plaque. A site was identified in close proximity to where the free trees are being planted (proposed by Cllr Tucker and seconded by Cllr Pulman). A What3words location will be provided. An alternative site on Hartridge for the lighting of the beacon, barbecue and firework display on Thursday, 2 June, has been identified. It is more accessible and parking will be easier for parishioners.

6.0 FINANCE AND ADMINISTRATION

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

			£
6.1	Receipts	None	
	Account balances at last statement	P3 balance	1,444.28
		Play Area Project	23,484.77
	As per bank reconciliation end February	Luppitt Parish Council	8,280.68
6.2	Cheque payment for approval and signing	Information Commissioner’s Office	40.00
		Vision ICT Ltd	161.26

6.3 Internal Auditor

No-one has come forward from the parish to act as internal auditor. The clerk was authorised to approach someone who has appropriate qualifications.

6.4 Online Banking

The clerk has at last received confirmation that online banking will be available for the Parish Council account within 7-10 days.

6.5 Correspondence

- An email about putting a stop to ‘off-roading’ in Areas of Outstanding Natural Beauty was noted.
- A report from Cllr Chubb was noted. Cllrs Key and Brown advised that face-to-face meetings at EDDC will not resume before 11 May. Car parking charges are set to increase.

7.0 QUESTIONS FROM THE PUBLIC

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

The parishioner would like to diversify by constructing two woodman-type cabins as holiday lets to compensate for loss of subsidy income. Each cabin would be approximately 4 metres by 8 metres, with solar panel, compost toilet and log fire for heating. Each cabin would be approached via an existing farm track. The letting period would be approximately 28 weeks per year (March to September). A site visit was arranged for Tuesday, 8 March, so that Parish Councillors could see the exact location of the two cabins. The parishioner has not yet applied for planning permission and the Parish Council appreciated the opportunity to discuss the proposition beforehand.

The meeting then resumed.

8.0 CHAIRMAN’S DISCRETION

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

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

Tuesday, 5 April 2022

Tuesday, 3 May 2022 – Annual Parish Meeting at 7 pm

Tuesday, 3 May 2022 – Annual General Meeting of the Parish Council at 8 pm