

**Minutes of a meeting of Luppitt Parish Council held in the Village Hall
on Tuesday, 8 January 2019 at 8 pm**

Present: Cllrs John Thorne (Chairman), Paul Prettejohn, Brian Pulman, Christine Ryder, Andrew Tucker, David Key (EDDC), Roger Hicks (Chairman of Steering Group)
In attendance: Rosalind Buxton (Parish Clerk)
Apologies: Cllrs Tom Nancarrow (Vice-Chairman), David Barlow, Gavin Brake

1.1 Receive apologies for absence

Apologies were received as above. Cllr Thorne began by wishing everyone a happy new year.

1.2 Minutes of previous meeting

The Minutes of the meeting held on Tuesday, 4 December 2018, were unanimously agreed and signed as a correct record of that meeting (proposed by Cllr Pulman and seconded by Cllr Ryder).

1.3 Declaration of Interest

There were no declarations of interest.

2.0 PLANNING

2.1 Applications (for comment, support or objection)

None received.

2.1.1 Formal letter of complaint sent to EDDC re planning application 18/0506/FUL – Green Mead

Cllr Thorne had received a response from EDDC to the formal letter of complaint which was read out to the meeting. It was felt that it was a most unsatisfactory reply which did not address the concerns raised in the Parish Council's letter. It was unanimously agreed (proposed by Cllr Pulman, seconded by Cllr Tucker) that another letter should be sent to EDDC forcefully reiterating the Parish Council's objections and concerns regarding the way this planning application was dealt with by EDDC. The clerk will draft out a letter for the Chairman to sign and will circulate to all Parish Councillors.

2.1.2 Buddhist Monastery

The Enforcement Officer has advised the clerk that the log cabins have permission under the Lawful Development Certificate plans and subsequent planning applications. The site cabin is not occupied and is ready to be removed from the site at the earliest opportunity. The Enforcement Officer has advised that planning permission will be required if the site cabin remains.

2.2 Neighbourhood Plan

Roger Hicks gave an update on the Neighbourhood Plan. There has been a very good response to the questionnaire and 256 completed questionnaires have been analysed by the independent specialists, Transform Research in Exeter. To ensure complete independence from the Steering Group, Transform Research were also responsible for inputting the data from the questionnaires that had been completed by hand. Only 77 questionnaires had been completed in 2014 so this result was a great improvement and should provide a very good cross-section of parish residents.

The MP, John Howell, has introduced a Private Members Bill to the House of Commons that would limit the grounds of appeal against decisions on planning applications consistent with a neighbourhood development plan or local plan.

Roger explained that in addition to preparing a Neighbourhood Plan, several Neighbourhood Planning groups are also producing a Parish Character Assessment document. The assessment would cover the style of existing property in the parish (split into the four hamlets) and property frontages which would include gates, fencing, hedging and screening. This definitive document would provide the Parish Council with invaluable information to refer to when determining future planning applications. A consultant, Fiona Fyffe, who has been engaged by EDDC to complete an assessment for the Blackdown Hills AONB is available to carry out the work. Her costs would be £2,640 including VAT. The VAT could be reclaimed by the Parish Council and the clerk could apply for a grant to cover the balance of £2,200 so there would be

no cost to the precept. It was unanimously agreed that a Parish Character Assessment should be carried out and that the clerk should apply for a grant to cover the costs (proposed by Cllr Pulman, seconded by Cllr Ryder). Roger Hicks will contact Fiona Fyffe to see when she could start work on the project so that the clerk can submit the grant application.

3.0 HIGHWAYS AND TRAFFIC

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

Item Reported	Action	Comments from Highways
HIGHWAYS	Report all items to NHO (csc.roads@devon.gov.uk)	
Pothole outside Dolish Farmhouse	W181164455	No safety defects. Marked for patching.
Severe road subsidence from Ringborough Cross to Luppitt Common	W181163261/262/263/264	Marked for patching (2.10.18). No further action.
Uxford Bridge to Crook Cross		Support for Combe Raleigh's complaints has been registered with the NHO.
Pothole above Antelope Cottage towards Beacon	W181175486 (new reference)	Assessment completed 02.01.19. No comments.

3.2 Parish Maintenance

Cllr Tucker confirmed that he has removed the tree above Whippens that was causing a hazard.

3.2.1 Planned work

The clerk had received a telephone call from a parishioner reporting a pothole near Red Doors. It had been noticed by other members of the Parish Council and it is one that would not meet the minimum intervention requirements of Highways but could be repaired under the Road Warden scheme. There was a general discussion on potholes in the parish that could be repaired and it was agreed that Cllrs Pulman, Thorne and Tucker would investigate and draw up a list. Cllr Pulman as Road Warden will be in charge of the pothole repairs and it was unanimously agreed that Cllr Tucker should be asked to carry out this work.

3.2.2 Road Signs

The road signs have been delivered and will be erected.

3.2.3 Grit Bins

The clerk had written to Cllr Chubb enquiring about funding from the Locality budget for grit bins but had not received a reply. Cllr Key undertook to speak to Cllr Chubb and to pass on any information to the clerk. The clerk had also written to enquire about funding from the Devon Emergency Resilience Fund and had been advised that funding would only be considered if Luppitt had completed an emergency plan. Cllr Brake had drawn up an emergency plan in 2009 which had been discussed at the Parish Council meeting in December (Minute 7.3, Minute Book Page No 548). It was agreed that the clerk would revise and update that emergency plan and bring back to a future meeting for discussion. If no funding is available, it was unanimously agreed that the clerk should purchase two grit bins (proposed by Cllr Tucker, seconded by Cllr Ryder).

3.2.4 Franklins Farm

Cllr Thorne reported that he had spoken to the residents at Franklins Farm who have been advised by the Enforcement Officer that full planning permission will be needed if the pod is not removed.

4.0 FOOTPATHS AND BRIDLEWAYS

4.1 P3 Finance Forms

Information must be returned by 11 February. The clerk will liaise with Cllr Nancarrow.

5.0 ENVIRONMENT/COMMUNITY FACILITIES

5.1 Community Policing Report

Report was received after the meeting:

1 crime reported between 04/11/18 and 09/01/19 – 1 assault – offender known to victim – crime completed.

5.2 Communities Together Fund (formerly Parishes Together) and Devon Air Ambulance

After discussion, it was unanimously agreed that Luppitt would be willing to join with Upottery in any application for funding towards a night landing site for Devon Air Ambulance in Upottery (proposed by Cllr Pulman, seconded by Cllr Tucker). Luppitt's contribution would be approximately £400 from the Communities Together fund (not the precept). This money can only be granted for a project between neighbouring parishes for the benefit of the communities of those parishes. It cannot be granted for a project in one parish for the benefit of that parish alone.

5.3 Sign for defibrillator at Lowmans Farm

Cllr Prettejohn had kindly supplied a sign to indicate the location of the defibrillator at the Village Hall and the clerk wondered if a similar sign was needed for the defibrillator at Lowmans Farm. It was agreed that the clerk should contact the parishioner at Lowmans Farm for agreement before obtaining a quote for the sign.

6.0 FINANCE AND ADMINISTRATION

The clerk updated the figures as follows:

		£
6.1 Receipts	Groundwork UK Ltd (NP grant)	3,110.00
Account balances at last statement	P3 balance	198.28
	Neighbourhood Plan Grant (balance)	3,020.18
As per bank reconciliation end December	Luppitt Parish Council	14,240.59
6.2 Cheque payment for approval and signing	S137 donations for 2018 –	
	TRIP	55.00
	Citizens Advice Bureau	55.00
	Devon Air Ambulance	100.00
	Luppitt Packet	160.00
	DALC replacement cheque	48.00
	Clerk's remuneration	841.13
	HMRC	31.60
	Clerk's expenses	206.76

6.3 Projected Budget 2019/20 and Setting of Precept

The budget for 2019/20 was discussed in detail. It was unanimously agreed (proposed by Cllr Tucker, seconded by Cllr Prettejohn) to accept the projected budget and to set the precept at £11,000 for 2019/20 (no change from 2018/19). Although not present at the meeting, Cllr Brake expressed his satisfaction with the budget figures and for setting the precept at £11,000.

6.4 Parish Council Elections

The clerk will arrange for information regarding the Parish Council elections to appear in the February edition of the Luppitt Packet.

6.5 Standing Orders

The updated Standing Orders, which incorporate recent legislation, were discussed in detail and unanimously approved.

6.6 Correspondence

There was no correspondence.

7.0 CHAIRMAN'S DISCRETION

7.1 Gigaclear

The clerk had sent a follow-up email to Gigaclear as nothing had been heard from them following a meeting with Cllrs Nancarrow and Tucker on 10 May during which the Parish Council's concerns were raised regarding some of the work that had been carried out. The clerk has been advised by Gigaclear that they have stopped using MGM Utilities to carry out network construction and are currently in negotiations with another supplier to complete the outstanding work. This will also include remedial works.

7.2 Drain from School Lane

Cllr Tucker explained the work that will be carried out to the drain from the existing manhole at the corner of Old School and School Lane. It had previously been agreed that this work should go ahead.

7.3 Spring outside Sparrows Croft

This will be added to Cllr Tucker's list of work to be carried out.

7.4 Safety Railings

The clerk was asked to contact Highways regarding the safety railings that are missing or in a bad state of repair between Stoneacre and Lamberts Lane where the crane got stuck last year. The clerk had reported this to the Neighbourhood Highways Officer in April 2018 and nothing has been done.

7.5 Operation London Bridge

The clerk explained that this is the name given to procedures to be followed in the event of the passing of the Queen.

8.0 QUESTIONS FROM THE PUBLIC

Roger Hicks has kindly offered to organise another litter pick in the spring.

The meeting closed at 10 pm.

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

Tuesday, 5 February 2019

Tuesday, 5 March 2019

Tuesday, 2 April 2019