

**Minutes of a meeting of Luppitt Parish Council held in the Village Hall
on Tuesday, 6 August 2019 at 8 pm**

Present: Cllrs John Thorne, Beth Hooper, Brian Pulman, Andrew Tucker, Michele Turner

In attendance: Rosalind Buxton (Parish Clerk)

Apologies: Cllrs Tom Nancarrow (Vice-Chairman), Christine Ryder, David Key (EDDC)

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, 2 July 2019, were unanimously agreed and signed as a correct record of that meeting (proposed by Cllr Pulman 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)

2.1.1 Otter Falls, Old Spurtham Farm, New Road, Upton, EX14 9QD – certificate of lawfulness to establish use of existing building as one dwelling house at Little Lodge

2.1.2 19/1463/FUL – The Old Vicarage, Luppitt, Honiton, EX14 4RY – proposed new sewage treatment plant
Both applications were noted but the Parish Council has no comment to make.

2.2 Decisions

None.

2.3 Neighbourhood Plan

The clerk had written to Roger Hicks on behalf of the Parish Council assuring him that the timetable the Parish Council would follow for the Housing Needs Survey would not present any distraction or hindrance to completion of the Neighbourhood Plan. However, Roger had found this unacceptable. He has undertaken to complete the amendments as agreed by the Steering Group after which he will hand over the final draft (sometime in the last quarter of this year) for others to take forward through the final stages. The clerk was asked to write to Roger to clarify what his intentions are as far as the Steering Group is concerned. The Parish Council reiterated its view that the completion of the Neighbourhood Plan remains the priority and was disappointed at this turn of events.

2.3.1 Grant

The clerk has received confirmation that £4,610.00 has been granted to cover Neighbourhood Plan costs. The clerk advised that it had proved to be a much more difficult process this time and pointed out that the Grants Panel had requested that we consider whether it is necessary to print so many copies of the various reports.

2.3.2 Housing Needs Survey

Janice Alexander from Devon Communities Together has agreed to speak to the Parish Council at the meeting on 5 November to explain the process more fully.

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)	
Uxford Bridge to Crook Cross		It was agreed that the clerk should continue to report this stretch of road regularly.
Pothole by Little Shelvin		No action yet. Clerk will report again.

New Road, Upottery from the bridge up to Spurtham	W191244653	Clerk has spoken to Upottery Clerk who has arranged for Phil Morgan (NHO) to inspect the whole of the road including those parts that fall in Luppitt parish.
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3.2 Parish Maintenance

3.2.1 Surface patching

It was noted that there will be road closures for surface patching from Mattys Cross to Beacon Cross.

3.2.2 Overhanging Trees

Cllr Thorne had looked at the trees between Palmerhayes and Dumpdon Corner but did not think there was a problem at the moment as some trees appeared to have been cut back. The clerk now has an area contact for the National Trust for the future.

4.0 FOOTPATHS AND BRIDLEWAYS

4.1 Footpaths 60, 61 and 62 – Public Inquiry

The public inquiry has been arranged for Wednesday, 12 February 2020, in the Mackarness Hall, Honiton.

5.0 ENVIRONMENT/COMMUNITY FACILITIES

5.1 Community Policing Report – none received.

5.2 Luppitt Packet

At the cream tea held at Greenway Manor in aid of Luppitt Packet funds, Cllr Thorne thanked Lindsey Dalgety for all her hard work, together with her support team (some of whom are also standing down). It was agreed that the Luppitt Packet was invaluable in keeping the whole parish informed of what is going on. It was announced that two parishioners – Nigel Hurst and Claire Stevens – have kindly undertaken to continue editing and collating the Luppitt Packet.

5.3 Devon Air Ambulance night landing sites

A night landing site in Upottery next to the Manor Rooms has been identified. The clerk had attended an interesting meeting in Upottery when Toby Russell from the DAAT came to explain in detail what is involved. A landing area of 50 metres by 50 metres is required, preferably near to houses. The community pays for the post and lights which is approximately £2,900 but grants are available. The Devon Air Ambulance Trust pays for installation costs which are approximately £3,200. Their funding has come from fines levied on banks and financial institutions in the wake of the Libor scandal. They must use the money by March 2020.

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	1,653.28
		Neighbourhood Plan Grant (balance)	344.88
	As per bank reconciliation end July	Luppitt Parish Council	9,745.98
6.2	Cheque payment for approval and signing	Devon Communities Together (subscription)	50.00
		Devon Association of Local Councils – 3 copies of Good Councillors' Guide	12.36
		Vision ICT Ltd	102.00
		Bridge Insurance Brokers Ltd (Millennium bench insurance)	315.00
		Luppitt Village Hall	96.00
		TRIP (grant request)	50.00

6.3 Quarterly check - internal financial control

Postponed to the next meeting as Cllr Ryder was away.

6.4 Insurances – Parish Council and Village Hall

The clerk had spoken to the treasurer of the Village Hall and confirmed that the Parish Council and the Village Hall have sufficient insurance cover in place to cover all eventualities. Enquiries regarding the Walden Bequest are ongoing between the clerk, Cllr Pulman and the treasurer of the Village Hall. The clerk will report back on progress.

6.5 Renewal of Insurance for millennium bench

The value of the millennium bench has increased to £5,500 (including VAT) and the premium for 5 years is £315.00. It was agreed to renew the insurance, proposed by Cllr Pulman, seconded by Cllr Hooper.

6.6 Correspondence

- The clerk had been sent details from Wessex Resolutions CIC, a not-for-profit organisation that works in partnership with EDDC. The organisation lends council funds to homeowners (including landlords, empty property owners and park homeowners) for essential home repairs and improvements. The clerk will put the details on the website.
- An email from EDDC about the venues used for polling stations was noted.
- The clerk advised that a short course on being a good councillor will be held on Monday, 11 November, in Honiton. The clerk will book places for Cllrs Turner and Hooper.
- The clerk had received a grant request from TRIP to help support the purchase of a new accessible vehicle. The Parish Council gives an annual donation to TRIP of £55.00. It was agreed to make an additional payment of £50.00 in response to the request, proposed by Cllr Turner, seconded by Cllr Tucker.

7.0 CHAIRMAN'S DISCRETION

The clerk had found her training session with the IT provider very useful and has made changes to the layout of the Parish Council website www.luppittparishcouncil.co.uk.

8.0 QUESTIONS FROM THE PUBLIC

There were no questions and the meeting closed at 9.45 pm.

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

3 September 2019
1 October 2019
5 November 2019
3 December 2019