

**Minutes of a meeting of Luppitt Parish Council held in the Village Hall
on Tuesday, 11 February 2020 at 8 pm**

Present: Cllrs John Thorne (Chairman), Tom Nancarrow (Vice-Chairman), Beth Hooper, Paul Prettejohn, Brian Pulman, Christine Ryder, Andrew Tucker, Michele Turner, Iain Chubb (DCC and EDDC)

In attendance: Rosalind Buxton (Parish Clerk)

Apologies: Cllrs David Key (EDDC) and Colin Brown (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, 7 January 2020, were unanimously agreed and signed as a correct record of that meeting (proposed by Cllr Pulman and seconded by Cllr Nancarrow).

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 19/2601/FUL - Dolish Farmhouse, Luppitt, Honiton, EX14 4RT – alterations and extension including construction of balcony and first floor side window and 19/2600/FUL – change of use of barn to ancillary domestic accommodation (annexe)

Cllrs Thorne, Pulman, Ryder and Tucker together with the clerk had met for a site visit on Saturday, 25 January. The Parish Council has no objections to the planning applications. The clerk had been unable to upload the Parish Council's comments to the EDDC website. Nick Wright (EDDC) is investigating.

2.2 Decisions

2.2.1 Appeal decision on slurry lagoon application at Higher Wick Farm

The appeal was dismissed – appeal decision date 14 January 2020.

2.3 Neighbourhood Plan

Nothing to report.

3.0 HIGHWAYS AND TRAFFIC

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

LOCATION	REFERENCE	COMMENT/PROGRESS
Uxford Bridge to Crook Cross	Phil Morgan	Flood prevention team can do nothing as no hedges have been removed or the water course changed. NHO will price out repair work. Clerk to keep reporting to Highways. Cllr Chubb undertook to speak to Phil Morgan (NHO).
Salt bin at Tillick	W191284549	Estimated assessment by 13.1.20
Loose kerbstones	W191279582	Estimated assessment date 29.12.19
Severe potholes at the end of Gully Lane near Jack's House	W201297229	One or two potholes seem to have been repaired but still several remaining so clerk will report again.
Several potholes at the lower part of School Lane towards Ringborough Cross	W201297225	Comments from Highways 'Any actionable safety defects will be repaired accordingly.' Clerk to report again.
Large pothole from Red Doors towards Mohuns Ottery turning	W201297233	Repaired 11.02.20. Councillors to check.
Large potholes from Greenlands to Corner House	W201297235	Clerk to report again.
Severe deterioration of road	W201297240	Comment from Highways 'Problem

surface past bridge in New Road up to Budgells Farm		repaired 04.02.20'. Clerk to report again.
Shelf Lane needs brushing	101000952586	Comment received 'Invalid request'. Cllr Chubb undertook to follow up.
Blocked drain between Ford Bridge and Shaugh	W201305306	Drain cleared 11.02.20.
Langford Bridge to Honiton		Cllr Chubb undertook to follow up with Highways on this stretch of road.

3.2 Parish Maintenance

3.2.1 Road near Whitehall Farm

Cllr Tucker will follow up.

3.2.2 Passing place at the triangle at Hartridge

A parishioner had remarked on the good job that Cllr Tucker had made of the passing place. However, the parishioner felt it could have been made larger.

3.2.3 Drainage Maintenance Responsibilities

Devon County Council has sent out a letter outlining responsibilities for drainage maintenance. In the majority of cases, the responsibility for ditch maintenance rests with the adjacent landowner.

3.2.4 Ditch clearing

Cllr Thorne remarked on the very good work that had been carried out ditch clearing at Luppitt Common and Hartridge. The clerk will pass on the comments and will try to establish the timetable for when work of this kind will next be carried out.

4.0 FOOTPATHS AND BRIDLEWAYS

4.1 Completion of P3 forms and work on walkway at footpath 14

The clerk will send the completed forms to Ros Davies at Devon County Council. Work on the walkway at Footpath 14 will be carried out Spring 2020.

4.2 Public Inquiry – Footpaths 60, 61 and 62

The public inquiry will be held at the Mackarness Hall, Honiton, on Wednesday, 12 February.

5.0 ENVIRONMENT/COMMUNITY FACILITIES

5.1 Community Policing Report

Disappointment was expressed that there has been no contact from the PCSO although the Parish Council believes that PCSO numbers may have been reduced. A parishioner had asked whether the Neighbourhood Watch scheme was still in place. It was thought to be a good idea if a reminder could be put in the Luppitt Packet encouraging residents to be alert to any suspicious activities. The clerk will liaise with the editors of the Luppitt Packet.

5.2 Operation London Bridge protocol

This refers to actions to be taken in the event of the Queen's death. Cllr Thorne has been advised that an A4 ring binder and paper has been purchased by St Mary's Church to be used as a commemorative book. It was agreed that only one book would be necessary and, as the church is open during the day, this would be the best place for the book to be located. The clerk will pass on this decision.

5.3 Devon free tree scheme

The clerk had been unable to register the Parish Council's interest in the free tree scheme which closed on 6 January. However, the scheme may be reintroduced towards the end of the year.

5.4 Discuss date and speaker for Annual Parish Meeting

There was a general discussion on climate change. It was felt that residents would be interested in hearing a speaker on climate change at the Annual Parish Meeting. Cllr Chubb mentioned a name of someone at EDDC and the clerk will follow up. The clerk was asked to put an advance notice in the Luppitt Packet. The date of the Annual Parish Meeting will be confirmed once a speaker has been organised.

5.5 Clerk's report

Part of the clerk's report in the Luppitt Packet had been accidentally omitted but this will be rectified in March edition.

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	1,558.28
		Neighbourhood Plan Grant (balance)	2,675.38
	As per bank reconciliation end January	Luppitt Parish Council	10,108.50
6.2	Cheque payment for approval and signing	C F Tottle	350.00
		ICO (data protection fee)	40.00
		A R Turner	1,902.60

6.3 Quarterly check – internal financial control

Cllr Ryder has checked the cash book and reconciliation for the quarter ended December 2019 and confirmed that all is correct.

6.4 Confirm new bank mandate

It was agreed to remove Gavin Brake and David Barlow as signatories from the existing mandate and replace them with Tom Nancarrow and Christine Ryder (proposed by Cllr Turner, seconded by Cllr Hooper with all in favour). Bank mandate forms have been prepared and signed.

6.5 Appointment of internal auditor

It was agreed to ask Gavin Brake if he would again act as internal auditor for the Parish Council accounts (proposed by Cllr Pulman, seconded by Cllr Nancarrow with all in favour).

6.6 New regulations regarding website accessibility

New website accessibility requirements (such as removing all 'click here' links) must be met by September 2020. The Parish Council's website does meet most of the regulations from a technological standpoint. It was agreed to ask the website provider, Vision ICT, to produce an accessibility statement at a cost of £45.00 plus VAT (proposed by Cllr Ryder, seconded by Cllr Turner). The clerk will liaise with the website provider over other work that may need to be undertaken in the future to ensure compliance with the new regulations.

6.7 EDDC 'Budget Roadshow' (Chairman and clerk)

Cllr Thorne and the clerk had attended the roadshow to hear John Hart, Leader of Devon County Council, speaking on a range of subjects including the forthcoming budget. There appears to be more money available this year and two 'dragon' machines have been acquired to speed up, and make a better job of, pothole repairs. Special needs in schools cost £20m and may well double next year. There is more emphasis on ditch clearing and drainage work to keep water off roads as much as possible, thus avoiding excess water causing damage to the road surface.

6.8 Correspondence

- The clerk read out letters of thanks from Devon Freewheelers, British Heart Foundation and Royal British Legion for the Parish Council's recent S137 donations.
- A reminder of the National Big Fix event to be held at Hemyock Parish Hall on Saturday, 15 February, between 10 am and 4 pm was noted.
- TRIP is piloting a new project entitled 'Winter Friendship Group' aimed at reducing isolation for people of all ages through a series of weekend day trips. Poster has been put on the notice board in the Village Hall and details on the Parish Council website.

7.0 CHAIRMAN'S DISCRETION

- The signpost at Mathayes is falling down. The clerk will report to DCC.
- A resident of Millrise had contacted Cllr Thorne about flood water running on to his property above Millrise. Cllr Thorne had met the resident before the meeting and had walked down the lane. Cllr Tucker was asked to raise the mound in the lane to stop the water flowing down the lane.
- Cllr Thorne showed the meeting some preliminary plans for a property in Luppitt. The Parish Council did not have any negative comments to make.
- The clerk will arrange a meeting with Cllrs Thorne, Pulman, Tucker and the treasurer of the Village Hall Management Committee to discuss the Walden Bequest.

8.0 QUESTIONS FROM THE PUBLIC

There were no questions and the meeting closed at 9.32 pm.

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

Tuesday, 3 March 2020

Tuesday, 7 April 2020

Tuesday, 5 May 2020 (AGM)