

# WINKLEIGH PARISH COUNCIL

## The minutes of the meeting held on Wednesday 24<sup>th</sup> July 2013, 7.30pm at Winkleigh Village Hall

Present: Cllrs Flockhart, Knight, Bowers, Turner, Sansom, Griffiths, Ware & Gledhill  
Dist. Cllr Lausen.

Apologies: Cllrs Mondy, Hodgson & Stutt

1.7.13 The draft minutes were considered for approval. Discussion regards the inclusion or omission of Cllr's personal statements was debated at length and the Chair felt it sensible for Cllrs to approach the Council, Clerk and/or Chair to air concerns in the first instance. The minutes of the meeting held on 26<sup>th</sup> June 2013 were then confirmed as a correct record following two minor amendments .

2.7.13 Declaration of Interest in matters to follow : No declarations made.

Public Period

Following the public period and the comments received from Mrs Shirley Leahy [The Chairman proposed that a letter of thanks and congratulations be sent to the committee who organised this years Winkleigh Fair – 2<sup>nd</sup> Cllr Knight: AIF: MOTION CARRIED.](#)

3.7.13 Reports

Cllr Sansom had issued a report of the PPG to all Cllrs ( Copies for the public). Cllrs discussed ongoing issues with surgery time and appointments at Winkleigh

Cllr Bowers gave a report on the recent TAAG meeting. Cllrs were advised of ongoing issues with TDC shared with a number of other parishes in the District including Planning, Enforcement and Wind Turbine applications.

The Chairman had issued a report on the CLPG. Cllrs were given an update on the return of questionnaires and advised that a report will be given to the Parish Council in due course.

4.7.13 Clerks Reports

The Clerk advised Cllrs of an invitation to attend a Highways Conference on Sat 14<sup>th</sup> September. Cllrs Knight, Ware & Turner expressed an interest in attending. Clerk to obtain further information on costs etc.

The Clerk advised Cllrs of TDC & NDDC's communication on Green Infrastructure Survey ( Open Space, outdoor sport and recreation study) with a deadline of 9<sup>th</sup> September 2013. Cllrs discussed the short time given for the PC to consider a formal response and [Cllr Knight proposed that the PC request an extension to the response deadline until the end of September 2013- 2<sup>nd</sup> Cllr Bowers: AIF: MOTION CARRIED.](#) The Clerk advised that although Cllr Mondy had been unable to attend the meeting she had expressed an interest in investigating this matter. The Chair advised that she had forwarded the communication to members of the CLPG with interests in this area. It was agreed that this matter would be raised on the September agenda.

5.7.13 District Councillor reports to and from TDC

Dist. Cllr Lausen gave an update on ongoing issues at TDC including Wind Turbine applications and solar farms. Cllrs were advised that the Planning Officer Barry Connolly who handled the majority of wind turbine applications is leaving TDC and a replacement has yet to be appointed. Dist Cllr Lausen also advised that the cuts to benefits are now being felt by the most vulnerable in the community and urged Cllrs to encourage anyone experiencing difficulties to make contact with TDC to try to gain

some assistance. Dist. Cllr Lausen agreed to contact the Local Plans team and support Winkleigh PC's request for an extension to the response deadline for the Green Infrastructure survey. Dist. Cllr Lausen then left the meeting ( 8.30pm)

#### 6.7.13 Letters from Parishioners

There were no new letters from Parishioners but the PC agreed to formally acknowledge and address the communication from Mrs Miller received at the meeting on 12<sup>th</sup> June to which the Chairman had verbally responded at the meeting. Cllrs agreed that as there was a written communication to the Parish Council as a body a formal response should be given in writing. The Chairman produced a draft response for consideration which she read out and **proposed that the Parish Council agree this as the formal response of Winkleigh PC – 2<sup>nd</sup> Cllr Bowers : voting 6 for, 0 against, 2 abstentions.**

#### 7.7.13. FINANCE

##### a) Receipts and payments:

The following cheques were presented for authorisation by the PC: **Cllr Bower proposed that the PC gave authorisation for the following payments : AIF: MOTION CARRIED**

Mrs M Bowers ( reimbursement for voucher for auditor)	£ 25.00	1528
Winkleigh Community Centre ( hire)	£ 10.50	1529
Torrige District Council ( ¼ road sweep)	£ 690.98	1530
Winkleigh Village Hall ( hire)	£ 28.00	1531
Timberwise ( call out fee)	£ 48.00	1532
N.Bullen ( Clerks Salary + reimbursement/expenses July)	£ 582.53	1533
N.Bullen ( Clerks salary + reimbursement August)	£ 561.65	1534

Cllrs were also advised that the following had been taken from the bank:

EDF Energy – electricity for Winkleigh square standing order	£ 8.00	3/6/13
EDF Energy – electricity for Winkleigh square standing order	£ 8.00	1/7/13

##### b) Confirmation of course bookings

Cllrs discussed the various courses available. **The Chairman proposed that the PC authorise and pay for 2 new Cllrs courses @ £25 each for Cllrs Ware & Mondy – 2<sup>nd</sup> Cllr Bowers: AIF MOTION CARRIED. . Cllr Turner proposed that the PC authorise and pay for 2 x Chairman courses @£ 25 each for the Chair and Cllr Knight – 2<sup>nd</sup> Cllr Ware: AIF: MOTION CARRIED.**

Cllrs also discussed the offer from Ken Miles to meet with Winkleigh parish councillors to hold a training event with regard to the Code of Conduct. Cllrs agreed to request that Ken Miles attend on Wednesday 21<sup>st</sup> August 2013 at 2pm. At Winkleigh Village Hall.

##### c) Quotation from A.Ware re: damaged seat A3124.

Cllr Ware advised that he had inspected the reported damaged seat and explained the work taken to repair which is now complete. Cllr Ware advised that he would not charge the PC for this repair. The Chair asked that thanks to Cllr Ware be minuted.

**Cllr Gledhill proposed that due to the fact that there is no scheduled August meeting the PC rearrange the September meeting date to 11<sup>th</sup> September – 2<sup>nd</sup> Cllr Turner – AIF: MOTION CARRIED.**

#### 8.7.13 Current business matters

##### a) Discussions on Clerks Reports

Cllr Ware reported that the new litter bins at the Shelters on the A3124 and on Exeter Road have been installed.

The Clerk was instructed to chase up the PC's request for "no littering" signs at the entrance to Winkleigh Woods.

Following discussions on the Jubilee Medallions . Cllr Gledhill proposed that the PC formally close this project and that all the remaining medallions are held in the Parish Council safe – 2<sup>nd</sup> Chairman: AIF: MOTION CARRIED

b) Cemetery Bungalow

The Clerk advised that she has not received any of the additional information regarding the quotation for external insulation at the Cemetery Bungalow requested from one of the contractors but that they had been in contact and wished to meet with a representative of the PC to discuss. It was agreed that the Bungalow Group would take this matter up.

Discussions on arrangements for the annual boiler service were moved to Part II

The Clerk gave an update on the progress of the request that Timberwise call and address the faulty Dry-Air system at the Cemetery Bungalow. Cllrs were advised that some documentation had been located that addressed most of the specific queries of Timberwise and produced a draft response for consideration by the Parish Council. Cllr Knight proposed that the PC formally authorise the letter to be sent to Timberwise along with the accompanying paperwork and a cheque for £48 ( reimbursable) – 2<sup>nd</sup> Cllr Griffiths : AIF: MOTION CARRIED.

c) Finance Group and Budget

Cllr Stutt was not in attendance at the meeting and it was agreed to move this matter to the September meeting.

d) Wind Turbine Policy

Cllrs referred to the 3 reports already issued for consideration. Cllrs discussed the possibility of a Policy of Winkleigh PC to request CILF / S106 agreement benefits to Winkleigh for all Wind Turbine applications regardless of the PC's decision on determination. Cllr Sansom agreed to investigate the level of Community benefits being requested/received by other Parish Councils and report to the next meeting. The Chairman proposed that Winkleigh PC investigate implementing an infrastructure levy ( CILF) or S106 agreement on all renewable energy applications independently of the Parish Council's determination of the application – 2<sup>nd</sup> Cllr Bowers ; AIF: MOTION CARRIED. This matter will be further considered at the September meeting.

e) Commercial development in Winkleigh

The Clerk read a letter from Mrs Shirley Leahy regarding commercial development on Winkleigh Airfield and the need to liaise with landowners. Cllr Griffiths addressed the PC and advised that he is currently working on producing a data base of commercial land owners to assist with this project. Cllrs were advised that Cllr Griffiths and Mrs Leahy continue to work towards getting the landowners together to hold a meeting.

It was agreed to put the need to check the commercial land data base in the PC Annual Diary for September each year and copy of the final data base to be held by the Clerk .

f) Grit Bin Provision

Cllr Griffiths addressed the PC and showed the map he has been working on that now clearly shows the locations of the grit bins (and the dog waste bins) in Winkleigh. Cllr Griffiths advised that a similar exercise needs to be done for Hollocombe. Cllrs discussed adding all the PC assets on the map.

Cllrs discussed the original request from Mrs Thorne and the Clerk read out a letter from MP Geoffrey Cox on this matter. Cllr Griffiths had made contact with DCC and had advised the PC of the costs of a new bin and the system of servicing the bins once purchased. Following lengthy discussion it was agreed that Cllr Griffiths would investigate the current locations and those in the village that may need a grit bin and come back to the September meeting with a proposal for consideration. The Clerk was instructed to respond to Geoffrey Cox MP and Mrs Thorne advising of the PC's actions. The Chairman asked that thanks to Cllr Griffiths be minuted.

### **9.7.13. NEW BUSINESS**

#### **a) Enforcement issues**

Cllr Bowers updated Cllrs on her actions following an approach from a parishioner regarding an unauthorised caravan and the removal of trees at Court Castle . Cllrs were advised that the TDC conservation officer is investigating the issue as the site regarded as being on an ancient monument site. Cllr Bowers advised that TDC Enforcement will be sending a form for completion by the PC in order that Enforcement investigations can be started . [Cllr Bowers proposed that the Clerk complete the enforcement request form on behalf of the PC when received – 2<sup>nd</sup> Cllr Knight: voting 7 for, 1 against, 0 abstentions: MOTION CARRIED.](#)

Cllr Gledhill queried what was happening with arranging a meeting with TDC Enforcement and when advised that we have been unable to arrange a meeting . Following discussions it was agreed that the PC request a visit for a 20 min slot at the September PC meeting and that District Cllr Lausen is asked to arrange this on our behalf.

#### **b) TAP Fund**

Cllrs were advised of notification of the TAP fund for 2013/14 with a deadline for applications of February 2014. Cllrs were reminded of the level of funding available for Winkleigh and the criteria for applications including the need to partner with another council.

The Clerk gave an update on TAP funding 2012/13 – where the PC went into partnership with Ashreigney PC to fund a defibrillator and training in this and First Aid for both Parishes.

Cllrs discussed. Cllr Turner put forward a suggestion of investigating the possibility of a regular bus from Winkleigh to Chulmleigh ( through wembworthy) . Cllrs Turner agreed to investigate further and Come back to the next meeting.

Cllr Ware queried if the PC would consider joining with Ashreigney again to fund a defibrillator for Winkleigh and to continue to share the training . Cllrs agreed this was worth looking into but it was stated that there had been little response to the request for volunteers to train ( two) and that neither wished to co-ordinate the project and that as no Cllr was prepared to co-ordinate the matter at this point further discussions need to take place. It was agreed Cllr Ware would investigate the possibility of a co-ordinator for the project and additional volunteers, that Cllr Knight would liaise with Ashreigney PC and that information would be brought to the September PC meeting.

### **PUBLIC PERIOD II**

#### **10.7.13. Late Items at the Chairman's discretion**

Cllr Turner requested that DCC be asked to address the overgrown verge on the entrance to Court Barton as it is obstructing to drivers. It was also suggested that the now redundant pole on this location could be removed.

The Clerk was also asked to request that the verge against Court Castle be cut by DCC.

#### **11.7.13 .LETTERS AND CORRESPONDENCE.**

There were a number of magazine and circulars for Cllrs to take.

The Councillors were issued with an invitation to attend the opening of the new classroom at Chulmleigh primary school.

### **Part II**

[Cllr Turner proposed that Mr P Stallard be asked to complete the annual boiler inspection at the Cemetery Bungalow – 2<sup>nd</sup> Cllr Knight : AIF: MOTION CARRIED.](#)

The meeting was declared closed at 10.45pm