

## **CULMSTOCK PARISH COUNCIL**

Minutes of a meeting of the Parish Council on 19<sup>th</sup> September 2019 in Culmstock Village Hall at 7pm

**Present:** Cllrs. Miss L Jones (Chairman), Mrs J Saunders, Mrs J Zebedee, T Platel, Miss B Davies and one member of the public. *Due to the late arrival of the Chairman, Cllr. Mrs Zebedee took the meeting up until item 8.*

- 142.** The Parish defibrillator was confirmed as in working order as at the meeting date.
- 143.** Democratic Period: None.
- 144.** Apologies: Cllrs. E Box, M Plastow, Mrs R Balchin, M Chugg, G Bass, County Cllr. R Radford, District Cllrs. G Hughes and S Clist.
- 144.1** To pre-approve apologies in respect of Cllr. M Plastow: It was resolved to pre-approve apologies in respect of Cllr. Plastow until he was available to attend meetings again.
- 145.** Declarations of Interest: None.
- 146.** The Minutes of the meeting of the Parish Council held on 24/07/19, and the Minutes of the extraordinary meeting of the Parish Council held on 05/09/19 were approved and duly signed.
- 147.** Matters Arising: None.
- 148. Planning and Planning Correspondence/Information.**
- 148.1** Applications to be considered: None.
- 148.2** Results of applications from Mid Devon District Council.
  - 19/00149/FULL Conversion of existing outbuilding/stable block to dwelling (Revised Scheme). The Paddocks, Blackwater Road, Culmstock. EX15 3HF. Approved.
  - 19/00719/FULL Erection of a replacement dwelling, detached garage and summerhouse (Revised scheme), Rexmead, Culmstock. EX15 3JX. Approved.
  - 19/00659/FULL Conversion of agricultural building to dwelling. Land and Buildings at NGR 311251 113415 (Moorend Barn), Culmstock. Approved.
  - 19/00936/FULL Permission (Revised scheme) and Listed Building Consent -19/00935/LBC for conversion of outbuilding/storage barn to holiday accommodation. Building at NGR 310090 113825 (Adj. to Bridge Mews) Culmstock. Approved.
- 148.3** Any other planning matters. (i) Details were given of CPRE Priority Member's Invitation - Planning Workshop for Town & Parish Councils 15/10/19.
- 149. Finance.**
- 149.1** The bank balance was noted as at the last statement. Nest payment for July of £60.87 deducted on 22/07/19, and August payment of £59.76 deducted on 25/07/19. Donation received of £500 on 31/07/19 from Culmstock News.
- 149.2 Payments were approved:**
  - Chq 1379 £ 132.00 Eagle Plant Ltd. Portable toilet hire.Following receipt of another invoice and as a regular payment, cheque number 1387 for £138 was also raised to Eagle Plant Ltd., usage now paid up to the end of August.
  - Chq 1380 £ 90.14 Parish warden. Salary & expenses.
  - Chq 1381 £ 535.15 Clerk. Salary & expenses.
  - Chq 1382 £ 54.00 Vision ICT Ltd. Website accessibility report (typo noted on the agenda, listed incorrectly as email addresses – previously paid).
  - Chq 1383 £ 12.00 Culmstock Village Hall. Room Hire.
  - Chq 1384 £ 27.60 SMA Services Ltd. Payroll provider.
  - Chq 1385 £ 25.00 GRIN SW LLP. Annual subscription.
  - Chq 1386 £ Spoilt cheque, cancelled internallyIt was noted that no invoice has been received from Blackdown Tree and Countryside in respect of the Grounds maintenance contract.
- 149.3** S106 funds: An update was given on S106 funds and suggestions were made for improvements to the Parish playing field, including park benches.
- 149.4** Following a request from Blackdowns Early Music Projects, it was agreed for £500 to be taken from reserve as a grant towards an upcoming concert– cheque number 1388.

- 149.5** Following a report circulated to all by Cllr. Bass an estimate was agreed of £265 for supply and installation by MDDC of a multi-use refuse/dog bin at Blackdown Gate, together with estimated monthly emptying costs of £12.50.
- 149.6** Any other financial matters: (i) **External Audit 2018/19** - Report and Notification of conclusion of audit just received; the relevant documents will be publicised as required. (i) A summary of income and expenditure to date was given to all. (iii) The Nest payment for the month of August was reported.
- 150. Reports. To receive reports.**
- 150.1** MDDC Cllr. G Hughes: None.
- 150.1.1** MDDC: Visit Mid Devon and Parish information. Details received of a tourism project - Visit Mid Devon - with the Tiverton Tourist Information Service. Assistance has been asked for in order to promote Parishes on the section dedicated to towns and villages. Details will be circulated to all, and councillors were asked to volunteer in relation to various topics.
- 150.2** DCC Cllr. R Radford: An electronic report was circulated to all. Details include; campaigning for fairer funding for schools due to the area receiving around £300 below the national average. A forum of professional people is being formed, to look at how best to work towards Zero Carbon. A proposal for the Tar Plant at Westleigh Quarry to be re-located to Broadpath, providing it can get planning approval; an application will be lodged in the near future. The Devon and Somerset Fire & Rescue Authority have consultation ends on 22/09/19.
- 150.3** The Clerk: Details were given of available training. The Clerk will attend the Annual Clerks' meeting at MDDC. A reminder of the DALC AGM on 23/10/19.
- 150.4** The Chairman: None.
- 150.5** P3/Footpaths (P3 Co-ordinator Mr M Barrow): None.
- 150.6** Access: A meeting of the Access Advisory Group will take place shortly. Cllr. Bass will be asked to make arrangements with MDDC for the provision of the multi-use dog/litter bin at Blackdown Gate.
- 150.7** Highways: Details of dates and venues for the Highways Town and Parish Council Conference.
- 150.8** Culmstock Playing Field: The contractor will be asked about the removal of grass on site.
- 150.9** Culmstock Village Hall: A new floor cleaner is being looked into. The possibility of grants for renovation of the toilets is being explored. It was noted that the hire fees have increased recently.
- 150.10** Culmstock Cemetery: None
- 150.11** Parish Council Website: The Clerk has made enquiries following details received of the law passed by UK parliament stating that Government organisations must ensure that their public facing websites and web applications are compliant to WCAG 2.1 AA accessibility standards. Information provided by MDDC was circulated to all. The website company has produced an accessibility statement as agreed with the Chairman and Clerk and will rectify any required areas for a small fee.
- 150.12** Any other reports: (i) MDDC will repair the dog bin at The Cleeve and will carry out a usage audit on a bin near the pub; any appropriate action will be taken. (ii) Notification from MDDC that the application submitted by Culm Valley Community Group for the listing of The Culm Valley Inn to be registered on the list of the district council of Community Assets has been successful.
- 151.** It was agreed for the appointment of Cllr. Miss Davies to the Parish Playing Field advisory group.
- 152. Blackdown Hills Parishes Network and Blackdown Hills AONB Management Partnership.**
- 152.1** BHPN representation on the AONB Management Group – the postal ballot form for election of a Parish Representative of the BHPN to the BH AONB Management Group was completed.
- 153.** Collier's bridge project: Cllr. Platel will endeavour to make enquiries with reference to Lottery funding.
- 154.** Quantock Orienteers Forest League Event – 20/10/2019: Permission was agreed for an event on part of the Beacon which will attract between 80 and 100 competitors. The organisers will be asked to ensure that no rubbish is left.
- 156.** Local Government Boundary Commission review of warding patterns: Notification of a review being undertaken by the Local Government Boundary Commission with a deadline of 04/11/19.

- 157.** Devon Air Ambulance: Cllr. Miss Davies will meet with the Community Landing Sites Officer to look at options regarding the possibility of a night time landing site within the village.
- 158.** Correspondence: Clerks and Councils Direct. BHAONB Management Plan.
- 159.** Items for information and future agenda items.
- 160.** Dates of future meetings: 09/10/19 and 13/11/19.