**HOLCOMBE ROGUS PARISH COUNCIL**

**Minutes of the January Meeting**

**Held in the King George V Memorial Hall on Thursday 23rd January 2020**

**At 7.30pm**

**APPROVED**

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| **1.1** | **Present**: Councillors: Adam Pilgrim-Chairman (AP), Nikki Orchard (NO), Pete Davies (PD), Mick Mathews (MM), Andy Cooling (AC), John Butler (JHB), Rupert Snook (RS) & Guy Orchard (GO)County Councillor Ray Radford (RR)Leslie Findlay Parish Clerk/RFO | **ACTION** **TO BE TAKEN** |
|  | **Apologies**: Parish Councillor: Tom Critchley (TC)  |  |
| **1.2** | **Declaration of Interests:** Nothing declared |  |
|  | **OPEN FORUM** No matters raised |  |
| **1.3****1.3.1****1.3.1.1****1.3.1.2****1.3.1.3** | **Minutes of Previous Meetings and Matters arising**The November Minutes were approved and signed by AP as a true and correct record and unanimously approved by all Councillors.Matters arising**:**Emergency Plan: It was agreed in principle that an Emergency Plan should be formulated. This will be discussed further at the February Meeting once Councillors have had an opportunity to view the Devon Communities website regarding setting up an Emergency Plan.VE Day Celebrations: There has been very little response from the advertisement in the Parish News to see if there was any interest in the village celebrating this event. It was agreed that the Clerk should write a letter to the Captain of Bells at the All Saints Church in Holcombe Rogus requesting that a peal of bells be rung at 7pm on Friday 8th May. Timewells Drainage: SW Water have recently been back in touch with Cllr Critchley and should be sending the PC an update on this issue shortly. | **ALL****LF** |
| **1.4****1.4.1****1.4.2** | **Environment**Canal Report: NTRPublic Rights of Way: GO had a meeting with the Public Rights of Way team and the changes to remove stiles and insert pedestrian gates along Footpaths 20 & 24 have been agreed. GO will complete the annual return and request funding for the next financial year. There have been informal changes along footpath 15. | **GO** |
| **1.5****1.5.1****1.5.2****1.5.3****1.5.4****1.5.5****1.5.6****1.5.7****1.5.8** | **Highways**Work carried out: Some repair work to potholes was carried out on the road to Knowle Farm (by the bridge in the dip) but was washed away in the recent bad weather. Clerk to inform Neighbourhood Highways Officer (Phil Morgan).Repairs to be reported: Councillors were reminded to report any potholes on the DCC website to ensure that they are dealt with. Flooding in the Village: The two floods at either end of the village (bottom of Pounds Hill and Whitebrook) were so severe the Primary School had to close early on two occasions to ensure children got home safely. DCC have recently carried out a survey of all the drains in the village to give them a better idea of the problems and it is hoped the PC will be updated shortly. The flooding issues at Timewells is awaiting funding to carry out the work.The Parish Council are extremely grateful to the residents who cleared the drains at Whitebrook as the Jetter had not sorted the problem and possibly exacerbated the blockage under the road. The PC have requested that a grate is placed across the pipe to ensure further blockages do not occur.Snow Plan: A map showing the roads that will be gritted in the village has been placed on the Notice Board. A Snow Plan is being drafted by the Clerk and AC. Public Liability for gritting: The Parish Council will require a copy of the Insurance documents for anyone volunteering to grit the roads. Clerk to action.Road Warden Scheme: Clerk to provide further information regarding this scheme and to be discussed further at the next meeting.Horse Chestnut Trees by footpath 24. The diseased tree was reported to the Tree Officer MDDC and they have reported back that the tree is suffering from bleeding canker. However, MDDC policy is not to take down these diseased trees unless they pose an unacceptable risk in high target areas. As the trees do not meet these criteria no further action will be taken at this time. | **LF****ALL****AC/LF****LF****LF** |
| **1.6****1.6.1****1.6.2****1.6.3****1.6.4****1.6.5****1.6.6** | **Planning**The following new application was discussed;**20/00023/CAT** Notification of intention to fell 1 Amber tree, 1 Conifer tree and 2 Spruce trees and reduce the crown of 1 Silver Birch tree by 1-2m within the conservation area at The Cider House. *Councillors had no objections to this application.***MDDC Decisions**:**19/01867/CAT** Notification of intention to fell 1 Cupressus tree, 2 Thuja trees, a group of 3 Laurel trees, a group of Ash trees, 3 Birch trees, removal of 2 lowest limbs of 1 Eucalyptus tree and removal of 1 limb on 1 1 Bifurcated tree within the Conservation Area at the Vicarage – *No Objections***19/01475/LBC** Listed Building Consent for the installation of solar PV panels to south side of roof at building NGR 305673 118827 (Linfield House) – *Listed building consent granted***19/01482/FULL** Variation of condition 2 of planning permission 18/01327/FULLto allow substitute plans at Linfield House – *granted full planning permission with conditions***19/01507/OUT** Outline for the erection of a dwelling and formation of access at 48 Twitchen -*granted outline planning permission with conditions*Councillors approved the Minutes from the Planning Committee Meeting on 9th January 2020. The Minutes are available to view on the website and on the Notice Boards.Councillors approved for two further members (AP and TC) to join the Planning Committee. The Committee members are as follows:Chairman – John ButlerMembers – Adam Pilgrim, Pete Davies, Nikki Orchard, Guy Orchard, Mick Mathews,  Andy Cooling and Tom CritchleyLocal Plan Modifications – HRPC will not be making any further comments regarding the recent modifications to the Local Plan.The PC were concerned that in two recent applications the neighbours affected by the application had not been informed that a planning application had been submitted. RR was requested to take the matter up with MDDC. *The Planning Officer has responded as follows**“The system we use is to notify all properties who bound the actual development site as well as a site notice and advertise in the local press.**The legislation requires only one of these to be undertaken, we will always attempt to ensure all three are done.**19/01507/OUT 48 Twitchen, Time wells Orchard were the only site bounding the application development site and was notified.**19/02013/FULL Land near Wardmoor, the property Wardmoor does not directly bound the site, although the mobile unit at Oak meadow should have been notified this was an oversight.* *As the latter application is likely to have further plans submitted, I will ensure the near neighbours at Wardmoor and Oak meadow are notified of the new proposal, as will be Holcombe Rogus Parish Council and others who have sent in representations*.” |  |
| **1.7****1.7.1****1.7.2****1.7.3****1.7.4****1.7.5****1.7.6****1.7.7****1.7.8** | **Clerk/Finance**The RFO informed the PC that Lightsource BP have not credited the annual income as expected. An email has been sent to the Company requesting further information as it would appear the original Company has been incorporated into a large one. The RFO requested that a year’s subscription for Parish Online was approved. The mapping tool has been very helpful in formulating the Snow Plan. Cllrs agreed to this expenditure for one year and to be reviewed next year.The following expenditure was approved:

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| **Amount £** | **DD/BACS/SO** | **Payable to**  | **Comments** |
| 60.00 –Reduced to 54.00 | BACS | Parish Online | A discount of £5 was given for signing up prior to the end of the trial  |

The Summary of Accounts as at Jan 20 was approved.The Summary of the Solar Fund Account as at Jan 20 was approved. The Summary of the P3 (Public Rights of Way) Account as at Jan 20 was approved.The Summary of the Play Area Reserve Fund as at Jan 20 was approvedAll the summaries are available to view on the Parish Council website.It was resolved that Mrs K Smith be removed from the Nat West Accounts as an account signatory. The forms were signed by JHB and AP. Clerk to action.NO put forward a motion for the RFO to continue having online access to all the Nat West Accounts. This was seconded by MM and supported by 5 Cllrs with 1 objection. The motion was passed. | **LF** |
| **1.8** | **Correspondence**All correspondence had been circulated to the Councillors.Nominations for the Garden Party – NFA |  |
| **1.9****1.9.1****1.9.2** | **Play Area**It was agreed that the remaining 106 Monies should not be allocated to a shed/shelter at this time as it would need a concrete base and this was not considered practical before any firm decisions were made regarding the equipment and their locations. It was suggested that the goal posts could be renovated and new goal nets installed. RS will inspect the goal posts and see how much renovation they require and seek a quote. Two further quotes will be required before submitting to MDDC. To be discussed further at the February meeting.AP has received a quote (£60,000) from Streetscape for a plan for the refurbishment of the Play Area. The Play Area Committee will meet to review all the quotes in order that once the lease has been signed the project can move forwards. | **RS****NO/AP****LF** |
| **1.10** | **Annual Parish Meeting**Cllrs agreed that the Annual Parish Meeting would be an ideal opportunity to invite members of the public to discuss having an Emergency Plan. This will take place on Thursday 23rd April at 7pm.  |  |
| **1.11** | **Matters brought forward for information or future agenda**A resident had complained that dog poo was being left in the School playground. NO informed Cllrs that the School were well aware of this problem which is occurring regularly but as yet not resolved.  |  |
|  | There being no further business the meeting closed at 9pm. The next Council Meeting will be on Thursday 27th February 2020 at 7.30pm. | **ALL** |

Adam Pilgrim

Chairman

Holcombe Rogus Parish Council