**HOLCOMBE ROGUS PARISH COUNCIL**

**Minutes of the June Meeting**

**Held virtually due to Covid 19 at 7pm on 25th June 2020**

**APPROVED**

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| **6.1** | **Present**:  Councillors: Adam Pilgrim (Chairman), Andy Cooling, Guy Orchard, John Butler,  Pete Davies, Tom Critchley, Mick Mathews & Rupert Snook  District Councillor Jo Norton  County Councillor Ray Radford  Leslie Findlay Parish Clerk/RFO | **ACTION**  **TO BE TAKEN** |
| **6.2** | **Apologies**: Parish Councillor Nikki Orchard |  |
| **6.3** | **Declaration of Interests:** None declared |  |
|  | **OPEN FORUM**  No matters raised in the meeting. |  |
| **6.4** | **Minutes of Previous Meetings and Matters arising**  The April Minutes were approved and agreement given for the Clerk to sign as a true and correct record. This was unanimously approved by all Councillors. There had been no meeting in May. |  |
| **6.5**  **6.5.1**  **6.5.2**  **6.5.3**  **6.5.3.1**  **6.5.3.2**  **6.5.4**  **6.5.5**  **6.5.6**  **6.5.6.1**  **6.5.6.2**  **6.5.6.3** | **Planning**  The Planning Minutes from the meeting on 27th May were unanimously approved and agreement given for the Clerk to sign as a true and correct record.  Application decided outside a Committee Meeting:  **20/00438/LBC** Listed building consent for repairs to roof, chimney, replacement gutters and downpipes and installation of two roof lights. *No comments*  The following applications were discussed:  **20/00783/LBC** Installation of replacement windows and doors; re-finishing of external walls to include internal insulation; erection of internal partitions to create new toilet, utility room, library and bedroom with en-suite; erection of new staircase; removal of lean-to extension and creation of a covered walkway; replacement of ground floor slab with underfloor heated slab and various internal alterations at Brinscott.  *Councillors had no objections to this application.*  **20/00839/CAT** Notification of intention to reduce the height and sides of 1 silver Birch tree by 3-4m within the Conservation Area at Churchwalls Cottage, South Street.  *Councillors had no objections to this application.*  MDDC decisions:  **20/00438/LBC** Listed building consent for repairs to roof, chimney, replacement gutters and downpipes and installation of two roof lights. *Consent granted with conditions.*  It was agreed that HRPC had no comments to make regarding the Design Guide supplementary planning document. Clerk to action.  Planning Applications: (Clerk Report attached with update).  19/02013/FULL Cllr Norton confirmed that she has called this application in to be discussed at the Planning Meeting on the 15th July.  20/00701/ARM The Planning Officer has informed the Clerk that he is awaiting some further drawing changes removing the dormer windows and having only one bed and bath in the roof with two roof lights, one to the rear and one to the front. This will be discussed by the HR Planning Committee when it is received, and will inform the District Councillor of any changes in regard to calling this application in.  The Council received a letter from Mrs Perry (Perry Brothers) commenting on a number of the objections the Council had made to this application. The Chairman has responded on behalf of the Council. | **LF** |
| **6.6**  **6.6.1**  **6.6.2** | **Highways**  All the road closures are shown on the Clerk Report and listed on the website.  “Highways- doing what matters”. The map outlining the priorities for work within the Parish as discussed at the meeting has now been sent to DCC and available to view on the HRPC website.  Cllr Davies raised concerns over the danger to traffic at the crossroads at Durleymoor and after Wiseburrow (heading out to the A38), due to the verges being overgrown. Clerk to action. | **LF** |
| **6.7**  **6.7.1**  **6.7.1.1**  **6.7.1.2**  **6.7.2**  **6.7.3**  **6.7.4**  **6.7.5**  **6.8**  **6.8.1**  **6.8.2** | **Clerk/Finance**  Expenditure taken out of Committee for approval:   |  |  |  |  | | --- | --- | --- | --- | | **Amount £** | **DD/BACS/SO** | **Payable to** | **Comments** | | 35.00 | Direct Debit | ICO | GDPR annual fee | | 45.00 | BACS | M Gabriel | strimming |   Councillors approved the further payments to M Gabriel for the remainder of the season.  The Register of Decisions is available to view on the website.  The posts for the Whitebrook Notice board have been replaced by Tim McCabe. The Parish Council expressed their thanks to Tim for replacing the posts so quickly.  The amendment to the Standing Orders regarding virtual meetings was circulated to all Councillors and was unanimously approved. Clerk to action and amendments to be shown on the website.  Play Area:  With the easing of lockdown Play Areas are able to open from July 4th. The Clerk has taken advice from MDDC who have carried out a risk assessment and will be providing signage for all Play Areas. It was therefore agreed that the HRPC Play Area will not be open until the signs are in place.  It was agreed that if there were known cases of Covid 19 in the village the Play Area would be locked again on the agreement of the Chairman and one other Councillor. | **LF** |
| **6.9**  **6.9.1**  **6.9.2** | **Correspondence**  All correspondence was circulated to the Councillors.  Request for donation to Marie Curie Cancer – Councillors agreed not to make a donation at this time.  Councillor Advocate Scheme: The Chairman requested if any Councillor was interested in representing HRPC they should inform the Clerk. At present HRPC is not represented. |  |
| **6.10**  **6.10.1**  **6.10.2**  **6.10.3** | **Matters brought forward for information or next meeting**  Virtual meetings: It was agreed that the PC would continue to hold virtual meetings until the Government advice changed and the earliest that they would resume using the Village Hall would be October. Clerk to advise the Village Hall Trustees.  Cllr Snook informed Cllrs that the Village Library will close at the end of June if new volunteers are not found to carry it on. Notice to be put in the Parish News and on the Community Board.  Tim McCabe has fitted gates on Footpaths 20 and 24. | **LF**  **LF** |
| **6.11** | There being no further business the meeting closed at 7.37pm. The next virtual Council Meeting will be held on Thursday 23rd July 2020. Planning Meetings will be held when required. All details will be posted on the website. | **ALL** |

Adam Pilgrim

Chairman

Holcombe Rogus Parish Council

**CLERK REPORT FOR THE JUNE MEETING 2020**

1. HIGHWAYS
2. Over the next few months, we have several road closures in the Parish

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| **DATES** | **ROADS** | **COMMENTS** |
| 7 – 13 Jul | 13, South Street | SWW utility works |
| 27 Jul – 7 Aug | Tracebridge to Brinscott Close | Drainage works to collapsed culvert |
| 3 – 7 Aug | Durleymoor Cross to Home Farm | SWW Utility works |
| 10 – 11 Aug | Chapel Cottage to Dunns Court | New high speed fibre |
| 12 – 13 Aug | Brinscott Cross past Wiseburrow Copse | access to overhead network for cabling and jointing. |
| 17 – 21 Aug | Durleymoor Cross to Frog Lane | SWW Utility works and 2 excavations at 48 Timewells |
| 7 – 8 Sept | Chapel Close to Dunns Court | Openreach |

b. Doing What Matters: Two Councillors (Rupert Snook and Pete Davies) and the Clerk attended a virtual meeting with Phil Morgan (Neighbourhood Highways Officer) to discuss the priorities for road repairs within the Parish and to highlight the highway concerns. This was a very successful meeting and a map will be produced by the Clerk showing the locations of the works required

1. PLANNING
2. 48 Twitchen 20/00701/ARM

HRPC sent their objections to MDDC and there was a response from the Architect (J Bletcher) to the objections. A meeting was arranged with the Chair of Planning (John Butler) and one Councillor (Pete Davies) and they met with the Architect and builder (Perry Brothers). Subsequent to the meeting a new design was proposed by Mr Bletcher and HRPC reported back the findings of the meeting to MDDC, some of which (sq meterage of the plot) is disputed.

1. 49 Twitchen 20/00338/ARM

Due to the Covid 19, the request from HRPC to call this application in was missed and the application was approved on the 24th April. HRPC have been in communication with MDDC expressing their concerns.

1. Wardmoor 19/02013/FULL

A further application with revised drawings was submitted and further letter of objection was submitted. District Councillor Jo Norton has called this application in to be discussed at a planning meeting but no date has been published.

1. Brinscott 20/00783/LBC

To be discussed at the Full Council meeting.

1. Mid Devon Local Plan - Settlement limit

There will be an opportunity at a later date to discuss the settlement limit for Holcombe Rogus and “village status” as the shop recently closed.

1. FINANCE
2. The audit papers were submitted at the end of April but PKF Littlejohn have only just acknowledged receipt of the documents! However, the notices are on the Notice Boards and all the papers are available to view on the website.
3. Councillor Advocate Scheme

On investigation to other nearby Parishes some have embraced this and are providing Councillors to attend, whilst other Parishes have no volunteers. If anyone is interested in becoming the HRPC representative it would ensure that HRPC are kept updated on a more regular basis.

1. PLAY AREA

The Play Area will remain closed until the restrictions are lifted.

LJ Findlay

Parish Clerk/RFO