**HOLCOMBE ROGUS PARISH COUNCIL**

**Minutes of the July Meeting**

**Held virtually due to Covid 19 at 7pm on 23rd July 2020**

**APPROVED**

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| **7.1** | **Present**:  Councillors: Adam Pilgrim (Chairman), Andy Cooling, Guy Orchard, John Butler,  Pete Davies, Mick Mathews & Rupert Snook  District Councillor Jo Norton  Leslie Findlay Parish Clerk/RFO  Member of the public | **ACTION**  **TO BE TAKEN** |
|  | **Apologies**: Parish Councillors Tom Critchley & Nikki Orchard |  |
| **7.2** | **Declaration of Interests:** Councillor Butler declared a personal interest in item7.4.1.3 |  |
|  | **OPEN FORUM**  No matters raised in the meeting. |  |
| **7.3** | **Minutes of Previous Meetings and Matters arising**  The June Minutes were approved and an agreement given for the Clerk to sign as a true and correct record. This was unanimously approved by all Councillors. |  |
| **7.4**  **7.4.1**  **7.4.1.1**  **7.4.1.2**  **7.4.1.3**  **7.4.2** | **Planning**  The following applications were discussed:  **20/00656/FULL** Erection of a site managers dwelling at Whipcott Water.  The following comments were sent to MDDC:  *Our Council has no objection in principle to the amalgamation of two small cottage plots to provide for a larger cottage which would facilitate the management of Whipcott Water holiday cottages.*  *The Council notes that the site boundary for the new larger dwelling differs somewhat from the site boundary shown on the plan which initially approved the building of three new holiday cottages (09/00526/FULL). Nothing may turn up on this however.*  *It is assumed that the planning permission for three additional holiday cottages number 09/00526/FULL dated 21 May 2009 is an extant planning permission.*  *It is understood that the proposed new dwelling is intended for occupation by an owner/manager. Planning conditions in previous permissions for Whipcott Water in relation to site manager’s accommodation seem to assume that the site manager would be ‘employed’ to undertake the management but that once he/she ceased to be ‘employed’ the use would revert to that of a holiday cottage.*  *In the case of an owner/manager the use will have a dual purpose and we are unclear as to what would happen if an owner/ manager retired or contracted out the day-to-day management of the holiday cottage business. MDDC will need to consider what mechanism can be put in place should the cottage ceased to be used by someone who was wholly or mainly involved in the day to day management of the holiday cottages. It is possible that human rights issues may have an impact on any enforcement process.*  *If MDDC are minded to grant planning permission with appropriate conditions, it is suggested that all other previous planning permissions at Whipcott Water authorising use by a site manager be revoked under a Section 106 Agreement. A new Section 106 Agreement should contribute to the Holcombe Rogus Play Area.*  *A landscaping bund/ strip between the application site and the adjoining field to the north should be maintained at all times so as to avoid an adverse impact.*  *It is understood that flooding is not an issue for this site but no doubt this will be checked.*  *Permitted development rights should be excluded so that any further alterations/additions or new structures require planning permission.*  *It is understood that the materials to be used in the construction of the proposed dwelling will match those used for the existing Whipcott cottages.*  **20/00701/ARM** Reserved matters for the erection of dwelling and formation of a vehicular access following outline approval 19/01507/OUT (Revised drawings and additional information) at 48 Twitchen. The following comments were sent to MDDC:  *1. Our Council considers that the removal of the dormer windows in the north east and south west elevations is helpful as is the proposal to move back the siting of the proposed dwelling by cutting back/ removing the overgrown hedgerow on the north west boundary. The precise siting of the dwelling cannot be finally determined until this preliminary work has been carried out.*  *2. The siting of the dwelling is constrained by the location of a public sewer. The developers indicate that the dwelling will not be nearer to the boundary with Timewells Orchard than 5.5 metres and it is important that this is adhered to.*  *3. There is still concern about the height of the dwelling and its impact on Timewells Orchard. Our Council would ask the MDDC planning officer to review the plans with a view to making some reduction in height of the proposed dwelling and lessening the impact on Timewells Orchard including avoiding interference with sunlight access to its rear garden. This will assist in ensuring that the development is consistent with the planning officer’s advice to planning committee at the outline stage.*  *4. There is also concern about the window in the north east elevation facing Timewells Orchard. The proposed installation of an obscure glazed window (that cannot be opened) has been considered but the Council considers that the better option is to have a velux rooflight to provide lighting and ventilation and to omit the window on the north east elevation. This will remove any possible concerns about being overlooked.*  *5. It is understood that the proposed air source heat pump will be moved to the south west side of the proposed dwelling furthest away from Timewells Orchard in order to avoid an adverse impact on the occupants of that property.*  *6. Subject to the above matters any approval of reserved matters should include conditions in relation to, in particular;*  *a. Final approval of the siting of the proposed dwelling upon which our Council would like to be consulted.*  *b. Approval of the work to cut back/ remove the hedgerow at the rear of the proposed dwelling and boundary treatment generally.*  *c. the fixing of the location of any air source heat pump now or subsequently.*  *d. The retention maintenance and replacement when necessary of the hedge fronting the highway and other soft landscaping deemed suitable with a view to avoiding an adverse impact on the street scene.*  *e. The exclusion of permitted development rights in relation any alterations/extensions to the proposed dwelling and any additional buildings/structures on the development site on the edge of the Conservation Area*  *Finally, it is understood that the MDDC website says that 45 Twitchen is also relevant to this application. We have no knowledge of a 45 Twitchen and assume that this is an error. If this is not the case the Council would like an explanation please.*  **20/01044/CAT** Notification of intention to fell 1 Holly Tree within the Conservation Area at the Dower House. *Councillors had not objections to this application.*  MDDC Decisions:  **20/00483/LBC** Listed building Consent for repairs to roof, chimney, replacement gutters and downpipes and installation of two roof lights (revised drawings).  *Granted with conditions*  **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 ensuite, erection of new staircase; removal of lean-to extension and creation of a covered walkway; replacement of ground floor slab with underfloor heated slabs and various internal alterations. - *Granted with conditions*  **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. *No Objections*  **19/02013/FULL** erection of dwelling and demolition of agricultural building at land near Wardmoor – *Planning permission granted* |  |
| **7.5**  **7.5.1**  **7.5.2**  **7.5.3** | **Highways**  HRPC were informed of a broken manhole cover on the road beside Whipcott Waters. DCC were contacted (reference W201342161) and on the website states it should be resolved by 4th Aug.  No new repairs have been reported to HRPC.  Road Closure:  14th to 18th Sept road past Lea Barton and road from Four Elms Cross to Fenton Green for cabling works required by Openreach. All road closures are on the HRPC website. | **LF** |
| **7.6** | **Play Area**  A Risk Assessment has been completed by MDDC and the Play Area has re-opened with appropriate signs on the gates. |  |
| **7.7**  **7.7.1**  **7.7.1.1**  **7.7.2**  **7.7.2.1**  **7.7.2.2**  **7.7.3** | **Clerk/Finance**  **Expenditure taken out of Committee for approval**:  Countrywide Grounds Maintenance £322.80. As the next invoice will be in August approval was granted for the Clerk to pay £322.80 outside of a Council meeting.  **The following expenditure was approved for payment:**   |  |  |  |  | | --- | --- | --- | --- | | **Amount £** | **DD/BACS/SO** | **Payable to** | **Comments** | | 120.00 | BACS | Microshade | DPO Services | | 1078.51 | BACS | TJ McCabe | Fencing on the public rights of way (footpaths) |   The Summary of Accounts for July/ Play Area Reserve Fund Summary/Public Rights of Way Summary /Solar Fund Summary were all circulated to Councillors and unanimously approved. Agreement was given for the RFO to sign on behalf of the Chairman that they were an accurate record of the Accounts. All summaries are available to view on the PC website at [www.holcomberogus-pc.gov.uk](http://www.holcomberogus-pc.gov.uk) | **LF** |
| **7.8**  **7.8.1**  **7.8.2** | **Correspondence**  All correspondence was circulated to the Councillors.  New model of Code of Conduct Consultation - Councillors had no comments to make  Domain Management Registry Lock Service  “The Government Digital Service (GDS) is responsible for issuing.gov.uk domain names. It’s a service that protects you against someone taking ownership of your domains or against significant changes being made to your domain without you being aware, by automatically notifying you before these changes are applied.”  Clerk has taken the appropriate action to register with the GDS Domain Management Service. |  |
| **7.9**  **7.9.1**  **7.9.2** | **Matters brought forward for information or next meeting**  District Councillor Norton informed Councillors that there will be an emergency District Council Meeting on the 29th July to approve the Mid Devon Local Plan. Cllr Butler raised the issue of amending the status of Holcombe Rogus as the shop had now closed but it is too late for major modifications and it will be considered for the next Local Plan!  The canal signpost at Waytown has been amended to reflect the closure of the shop and the altered opening hours for the pub. |  |
| **7.10** | There being no further business the meeting closed at 19.54pm. The next virtual Council Meeting will be held on **Thursday 24th September 2020**. There is no Full Council Meeting in August. Planning Meetings will be held when required. All details will be posted on the website. | **ALL** |

Adam Pilgrim

Chairman

Holcombe Rogus Parish Council